

Yearly Goals Worksheet

Goal / Vision	How – Steps to Achieve	Responsible	Timeline
1. Publish the Pocket Guide	<ul style="list-style-type: none"> • Pay for immediate 1st batch printing • Send to contributing authors • Reimbursement from Vitaflo vs receive grant prior? • 2nd batch printing, 2 months later • Send to all members • Finalize NKF contract & post on NKF store 	Chris	6 months
2. Continue 2 CEUs Annually	<ul style="list-style-type: none"> • Find topic/speaker for Spring/ Fall 2024 	Christine	6-12 months
3. Finalize Vitamin D Guideline	<ul style="list-style-type: none"> • Complete paper • Post to member website • Submit for publication 	Chris/ Mary Ann	6 months
4. Increase recipe submission	<ul style="list-style-type: none"> • Each Board member submit 2 recipes • Call for recipes (email, social, newsletters, website) 	Christine	6 months
5. Committee Communication	<ul style="list-style-type: none"> • Check in every 2 months to see how things are & if anything is needed • Have committees complete a goals worksheet quarterly (similar to this to assist in staying on track) 	Christine	Every 2 months
6. Complete Cheat Sheet for Clinicians	<ul style="list-style-type: none"> • Clinician Resource Committee wrap up from last call tasks • Set new call for next steps • Adjustments/additions • Build the Worksheet 	Christine	6 months
7. Lower/Eliminate Financial Fees	<ul style="list-style-type: none"> • Investigate bank options • Change banks 	Lisa	6 months
8. Increase membership 20%	<ul style="list-style-type: none"> • Wix email campaigns (~every 6 months) to past/expired members • Ensure Wix member expiration auto emails functioning correctly • Continued member communication: wix, listserv, newsletter, website, social 	Vicki / Christine	12 months