



Central MO IIA Chapter Membership Appreciation Plan

- Purpose:** This event gives back to our members and shows our appreciation to those members who regularly support the Central MO Chapter during the fiscal year.
- Objective:** Members will be invited to a local restaurant to network and share some fun with fellow members. This lunch will be held during the month of April since the fiscal year ends in May.
- Budget:** A budget of \$500 for the Member Appreciation Lunch, along with \$250 for gifts and prizes. This event replaces the Member Longevity Award.
- Requirements:** Members who earned at least 1 ticket during the fiscal year will be provided a free lunch and an additional ticket for showing up at the event.
- Many prizes will be awarded during the luncheon. Prizes will be awarded by drawing a ticket. Please notify Diana Tebo at Diana.Tebo@dmh.mo.gov if you have done any of the items below as she has volunteered to track the tickets per member. Tickets will be distributed to those members based on the schedule on page 2.
- Who to Contact:** Just contact one of the IIA officers or board members if you are interested in supporting the chapter.



Teamwork divides the task and doubles the success.



Central MO IIA Chapter Membership Appreciation Plan

# of tickets	Description of Volunteer Effort
1	Meet and greet attendees at a seminar
1	Help with food coordination
1	Help clean up after a seminar
1	Introduce a speaker at a seminar
1	Obtaining copies of seminar hand-outs for a seminar
1	Passing out seminar hand-outs at a seminar
1	Taking pictures at a seminar
1	Tally the evaluation sheets after a seminar and report the results to VP for Programs
1	Recruit a new member
1	Propose a speaker and contact information
1	Be in charge of the door prizes at a seminar - includes picking up the gift card and awarding the prize(s)
2	Updating the Yahoo email database
2	Serve and actively participate and contribute as a committee member
2	Pass a part of any IIA sponsored exam during the fiscal year (if you pass an exam part after the appreciation lunch then the tickets will be applied to the next fiscal year).
2	Propose a speaker who presents to the Chapter
3	Unpaid speaking engagements – i.e. talking to a group about auditing (please notify the President so the chapter gets CAP points)
3	Having an article published in the IIA newsletter (please notify the President for CAP point)
3	Submit an article for the Central IIA Chapter newsletter
3	Perform the annual audit
3	Track the CPE sheets at the seminars
5	Arrange a speaker for a seminar
5	Serve as an IIA Board Member
5	Track the points awarded to members for the Appreciation Plan
8	Serve as an IIA Officer or Webmaster
8	Managing the seminar database
8	Complete the CAP forms

Other volunteer actions may apply for tickets ~ just contact an IIA officer to find out.

<http://www.centralmoiaa.org/>