

Chapter Health Checklist

The following checklist is designed to help you evaluate your chapter's health status so you can evaluate your needs.

Criteria	Yes	No	#
Does your chapter have a mission?			
Do you have an annual chapter plan?			
Do you have a marketing-communications plan?			
Does your chapter have all the elected officers?			
Do you have your officers attend the Leadership Summit Chapter Training Day?			
Have you submitted your Circle of Excellence Planning Checklist?			
Does your chapter have a consistent filing system?			
Was it passed on to the appropriate people?			
Has your chapter applied for the Circle of Excellence Recognition Program?			
Do you conduct regular board meetings or activities?			
Do you communicate regularly with your governor?			
Are there major P&C employers in the area?			
What are your net assets?			
Do you have your officers attend the Annual Meeting and Seminars?			
What is your paid/unpaid ratio?			
What is the ratio of active members attending your meetings?			
Do you have an updated member database?			
Do you have updated member e-mail addresses?			
Do you communicate chapter events three months in advance and three times to each member?			
Does your chapter have a newsletter?			
Does your chapter have an up to date Web site?			
Does your chapter have a New Designee program?			
Does your chapter have a candidate member program?			
Does your chapter have a candidate recruitment and development program?			
Does your chapter conduct a conferment ceremony?			
Does your chapter conduct an I-Day?			