**NCDA MEMBERSHIP COMMITTEE**

**NOVEMBER 1, 2023**

**Leadership Information**

Committee Co-Chairs:

* Dr. Mary Edwin ([edwinmo@umsl.edu](mailto:edwinmo@umsl.edu))
* Dr. Heather Robertson ([robertsh@stjohns.edu](mailto:robertsh@stjohns.edu))

List Committee Members (no contact information required)

* Emily Gomez ([egomez@hireheroesusa.org](mailto:egomez@hireheroesusa.org))

**Committee Activities to Date**

* Create a 5-year strategic plan
* Develop a membership needs assessment
* Identify process barriers that prohibit members from renewing a membership
* Launched a Membership Drive at National Conference in Chicago, including: Membership Join/renew discount & Membership
* Drafted and sent a membership needs assessment at the conference

**Projected Plan/Work Completed through September 30**

* Solicit new members for the membership committee (fall 2023)
* Review results of membership needs assessment (fall 2023)
  + Identify Year 2 and Year 3 initiatives based on results
* Audit the website to identify NCDA membership value to/for member (spring 2024)
* Plan and propose another membership drive (spring 2024)

Save the document, titling it: (Committee Name) Annual Year Report 2022-23 and submit electronically as an attachment to [dpenn@ncda.org](mailto:dpenn@ncda.org) with a copy to your board liaison by **September 1, 2023**.