**Budget & Finance**

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| **Goal** | **Committee Tasks** | **Due Date** | **Status** |
| Draft 2017 Budget sent to incoming President & Treasurer  | Staff, incoming President & Treasurer meet to discuss draft budget  | September 28 | Complete |
| Draft 2017 Budget sent to Budget & Finance Committee | Staff & Budget & Finance Committee meet via conference call or in-person to finalize 2017 budget | October 3 | Complete |
| Draft 2017 Budget sent to Senior officers |  | October 17 | Complete |
| Draft 2017 Budget distributed to Executive Committee & Board  | Staff sends draft budget to Executive Committee and Board (including EOs) for review prior to Fall Meeting | October 24 | Complete |
| HBAT Board Approves Budget |  | October 28 | Complete |
| Set aside money during budget process for updating HBAT Website | Staff will get bids for website work to be added to the 2017 budget | September 28 | Complete |

**Government Affairs Committee**

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| **Goal** | **Committee Tasks** | **Due Date** | **Status** |
| Obtain the curriculum for NAHB and other states that require continuing education credits | Staff to contact NAHB and other state EOs looking for education requirements |  | Ongoing |
| Determine if membership in HBAT qualifies for CE credits | Staff to acquire what other states do as well as associations in TN that have CE requirements |  | Ongoing |
| Include Grandfathering in potential legislation | Staff to acquire what other states do as well as other associations in TN that have introduced CE legislation |  | Ongoing |
| Can membership in HBAT be a condition of licensing  | Staff to research what association membership are conditions of licensure |  | Ongoing |
| Schedule Task Force meetings/conference calls | Staff to schedule |  | Ongoing |
| Introduce Exterior materials/design legislation | Using the recently passed North Carolina law, introduce legislation that prevents local government from passing local ordinances preventing/requiring specific exterior materials or design elements in new construction | January 2017 | Complete |
| Disclosure homes built by homeowners | Meet with Mortgage Bankers regarding letting buyers know that a home was not built by a licensed contractor | 2018 | Ongoing |
| Review permit “Bill of Rights” legislation | Review legislation passed several years ago regarding a permitee’s “Bill of Rights” for the permit and fine process to see if any changes can be made regarding storm water permits |  | Complete |
| Adequate Facilities Tax Review | Review section of law that allows a city or town to implement AFT’s virtually ignoring County Powers Relief Act |  | Complete |
| Build on existing State Codes Advisory Committee | Susan to research the ability for homebuilder members to be added to an existing Codes Advisory Committee |  | Complete |

EOC

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| **Goal** | **Committee Tasks** | **Due Date** | **Status** |
| Work on enhancing EO “family” | EOC to work toward building a stronger team |  | Ongoing |
| Share local association successes | EOC to determine best vehicle to share successes |  | Facebook |
| Remind contractors about license renewals | Locals to remind members that the licensing board no longer sends notification to licensed contractors that their license is up for renewal |  | Complete |

**Associates Council**

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| **Goal** | **Committee Tasks** | **Due Date** | **Status** |
| Associate Vice President available to visit locals | Associates Council to discuss need, message and structure |  | Ongoing |
| Promote Associates via face book | Associates Council to discuss message  |  | Complete |

**Past Associate Leadership**

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| --- | --- | --- | --- |
| **Goal** | **Committee Tasks** | **Due Date** | **Status** |
| Follow up with new participants | Create a program/message to support new associate member participation at state meetings |  | Ongoing/complete |
| Promote Scholarships and fundraising on Face Book | 1. Develop the message promoting the scholarship program itself
2. Develop the message promoting fundraising for the scholarship program
 |  | Complete |

**Membership/Local Leadership**

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| --- | --- | --- | --- |
| **Goal** | **Committee Tasks** | **Due Date** | **Status** |
| Find a Hook | Committee to discuss potential hooks for membership |  | Health Insurance in 2018 |
| Unleash the flow of information | Use the magazine, e-news and face book to let members know about the good work that we do |  | Ongoing |
| HBAT to charge $25 per affiliate member dues | Recommend to Budget and Finance Committee to incorporate into the 2017 Budget $25 per affiliate member  |  | Proceeded and killed by Board |

**HIPAC**

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| --- | --- | --- | --- |
| **Action** | **Committee Tasks** | **Due Date** | **Status** |
| On Key Club Brochure replace advantages with successes  | Staff to revise brochure and replace advantages to Key Club members with HBAT legislative successes for Trustee approval  |  | Complete |
| Provide a pin or logo on meeting name badges  | Per Trustee approval, provide every Key Club participant with a logo Lapel Pin or logo printed on name badges  |  | Complete |
| Trustee Participation from every local | Trustees to create a plan to ensure participation from every local via their Trustee |  | Ongoing |

**Staff**

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| --- | --- | --- | --- |
| **Goal** | **Committee Tasks** | **Due Date** | **Status** |
| Associate Vice President to the Budget & finance Committee | Remind every Associate Vice President that the appointment to the Budget & Finance Committee is not required to be automatic | 2017 Appointment | Complete |
| Magazine publication | The magazine is to be published at least twice per year | Fall 2016Spring 2017Fall 2017 | Complete |
| Expand Face Book/Twitter/Instagram presence  | Staff to meet with Carmen Ryan and Richard Lawson to create a plan to provide greater exposure on Face Book, Twitter and Instagram | November 2016 | Complete |
| Promote Sponsors on Face Book | Staff to highlight a Sponsor twice per month on Face Book and Web site | Fall 2016 forward | Complete |
| Leads/Target Sponsors | Leadership and Staff to stress the need to expand the sponsor list | Fall 2016 | Ongoing |