

UERMMMC ALUMNI FOUNDATION, USA

Strategic Planning Committee Annual Report
F. Y. 2009-2010

Using the conceptual model of **SWOT** the committee has identified the following Strength & Weaknesses (Internal) and Opportunities & Threats (External) analysis.

STRENGTH	WEAKNESSES
<ul style="list-style-type: none"> ❖ Officers, trustees and committees who are familiar with parliamentary procedures and updated with the IRS and State regulations for Non-Profit organizations. ❖ Community Volunteers who are committed to helping the Trustees meet the mission and vision of the Foundation. ❖ Some of the required governance policies are already in writing. 	<ul style="list-style-type: none"> ❖ Some officers are caught between their loyalty to other organization and the AFUSA ❖ Not all of the new officers, trustees and committee chair/members are familiar with the history of the Foundation and the governance policy related to managing a non-profit organization with 501(c) 3 tax exempt status. ❖ Not all the written governance policies are being implemented
OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> ❖ A good timing to show the donors that the AFUSA have existed for decades and committed to continuous quality improvement in the management of their donations and implementing projects to meet the mission of the Foundation. ❖ A chance to give recognition to the Donors and Officers who unselfishly donated their (3Ts) Time, Talent, and Treasure to meet the mission and vision of the Foundation 	<ul style="list-style-type: none"> ❖ New regulations related to non-profit organizations funding projects outside the country to monitor the money laundering and terrorism problems. ❖ The beneficiaries of the funding and projects are not fully aware of their need to comply with the policies of the AFUSA to document that the Foundation is not involved in the above illegal activities. ❖ The beneficiary of the disbursed funds is not issuing the full amount to the intended recipients of the project. Thus, a problem in documenting to the donors regarding the appropriate use of the donations. ❖ Some alumni have been sending communications via e-mail asking for documents related to the governance of the Foundation.

RECOMMENDATIONS:

Based on the above **SWOT ANALYSIS** the committee recommends the following:

- ❖ Conduct an **Orientation/ Leadership workshop and Strategic Planning session**. Include the expenses in the Proposed Annual Budget and the date and venue in the Calendar of Activities for each year.
- ❖ For convenience, involvement of a good number of trustees, officers, committee chair/members, conduct a **quarterly teleconference** to discuss current issues. It will also shorten or minimize the time spent during the annual face to face meetings. As indicated above, include the teleconference fees in the budget and the schedule in the calendar of events.
- ❖ To meet the current needs, **review and update the written policies** related to records that could be given to requesting public, document retention and destruction, whistle blower policy and performance evaluation.
- ❖ Continue to **implement the Conflict of Interest Policy**.

SOURCES OF INFORMATION:

- ❖ E-mail exchanges going around the UERMMMCC community during the past year.
- ❖ Governance Practices for 501(c) 3 organizations posted on February 4,2008
- ❖ N.Y. State Office of Attorney General/ Charities NYS.com

Submitted by: Strategic Planning Committee

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/atc

6/28/10