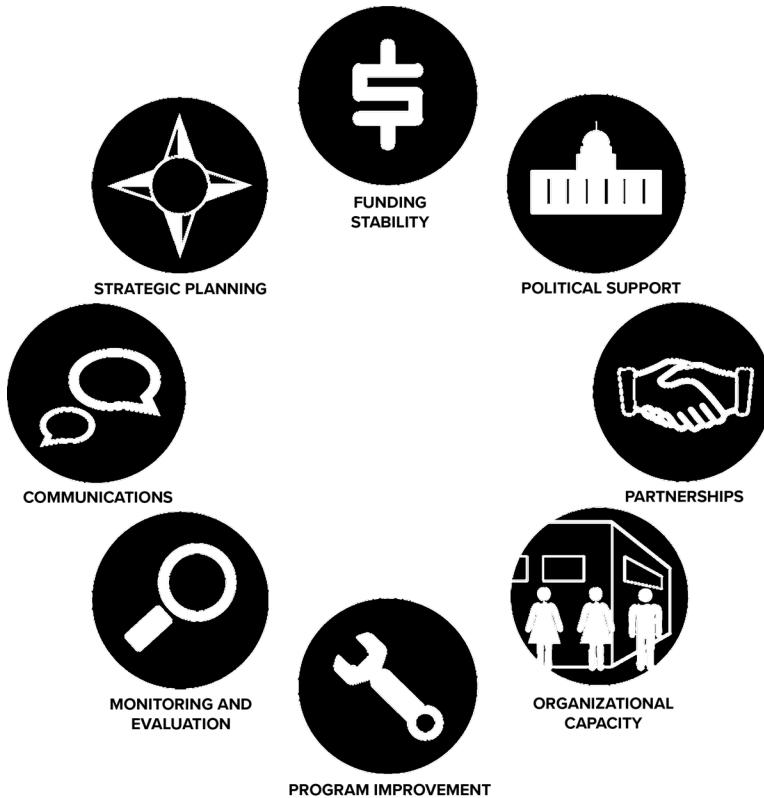


2023 - 2025



Sustainability Plan





SUSTAINABILITY PLAN

2023 - 2025

PURPOSE

WE EMPOWER LOCAL & DISTRICT BUSINESS!

We will:

1. Promote a shop local mindset.
2. Support businesses to thrive.
3. Advocate to influence public policy for a healthy business climate.
4. Connect, network, and draw on resources to strengthen their business.

ORGANIZATIONAL HEALTH PILLARS

The organizational pillars help provide balance between strategy and operational sustainability and ultimately reflect the most critical aspects of the Vermilion Chamber's overall health and ongoing viability. Our annual operational and strategic priorities should encompass each of these pillars and the desired outcomes within.





SUSTAINABILITY PLAN

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DESIRED OUTCOMES FOR EACH PILLAR

The following outcomes serve as a foundational framework for ongoing organizational success and sustainability EACH YEAR. These outcomes are the minimum required for the Vermilion Chamber to be healthy and in a position to achieve its Purpose/Mandate.

Members	<ol style="list-style-type: none">Relationships with our membership is collaborative and positive.Opportunities for members to engage exist.Each member is personally visited/contacted once per year.Perspective members are visited with and educated on benefits of Chamber membership.Membership summaries are created, reviewed, and acted upon accordingly.Opportunities exist for members to engage in Chamber related activities, and we evaluate opportunities regularly.Exit interviews are conducted with non-renewing members. Termination trends are monitored and acted upon.Community-based Chamber events are successfully coordinated (sponsorships, program, public participation).Opportunities to benefit members and our business community are researched and successfully implemented.All events are debriefed and evaluated to determine member benefit and improvement measures.Benefits of chamber membership are share with new potential members.
Financial	<ol style="list-style-type: none">Chambers Plan Benefits plan is promoted within business community to maximize funding.A balanced budget exists every month. (and quarterly by the Board).A full annual budget is reviewed and approved by the Board.Meet reporting conditions of any funders and/or sponsors.Spending is in accordance with pre-set guidelines.Clear explanation/evidence exists for all variances on budget.Coded invoices attached to cheques that need to be signed.All employee/employer source deductions are paid in a timely fashion according to Revenue Canada.Board member Director Liability insurance is in place and up to date.Monthly system in place (Spreadsheet) to track revenue vs. expenditures.Surplus money is planned for, tracked, and predicted for in advance of year end.Expenditure plan & authorization is in place/followed.Equipment replacement & maintenance plan exists and is followed regularly.Proper accounting principles are regularly followed/practised.Funding assistance is secured for summer student positions and compliance with funding requirements is adhered.All member fees are commensurate with the financial needs of the chamber.Committees (and the Board) are aware of and understand respective specific budgets.
Organization	<ol style="list-style-type: none">An annual operational plan with priorities and actions exists to guide the work of the Board and staff.Organizational by-laws, policies exist, comply with all required legislation, and are reviewed at least bi-annually.Effective and professional working relationships exist between the Board and all staff.Low turnover rates in relation to industry standards exist with Chamber staff.Project coordination meet desired outcomes and timelines.Organizational (staff thru to board) culture is positive and productive.Compensation is competitive (to industry) & fair across organization.



SUSTAINABILITY PLAN

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	<ol style="list-style-type: none">8. Staff are clearly aware of organization sustainability outcomes and proficient with their respective responsibility towards meeting them.9. All staff are actively engaged in the successful operations and initiatives of the Chamber.10. Confidentiality of member dealings is upheld.11. Performance of all staff are evaluated annually against organizational and positional outcomes.12. Board Committee structure exists and is functional.
Mastery	<ol style="list-style-type: none">1. Training on current and related sector knowledge is ongoing as necessary.2. The Board completes an annual self assessment of its functionality and performance.3. The Executive Director possess the necessary skills/expertise/background/current knowledge to effectively lead the Chamber.
Community/ Partnerships	<ol style="list-style-type: none">1. The Chamber brand is protected, visible and positive.2. Relationships with the larger business community is collaborative and positive.3. Active participation in, and relationship with the ACC and CCC and their initiative exists.4. New relationships are explored and fostered.5. Relationships with local/regional representatives of all levels of government are positive and collaborative.6. Positive relationships exist with all community groups and provide mutual benefit.7. Positive relationships exist and information is regularly shared with other local Chambers in the surrounding area and province.8. Executive Director is aware of all major community news that affect the Chamber and apprises the Board on a timely fashion.