

Report Title: Resolution 306-2025 Report

RESOLUTION

Resolved, that the 2025-26 Council on Membership be tasked with investigating a comprehensive resource for chapter leaders to use including but not limited to the following:

- Strategic planning chapter template
 - Mission
 - Vision
 - Goals
- Quarter at a glance and yearly events timeline
- How to prepare your chapter for a national conference
- Acknowledging awareness months with a list and event ideas
- List of current ASDA certification(s) programs available to members
- Scholarship opportunities throughout the year and how to apply
- Excel template for managing chapter finances and tax filing; and be it further

Resolved, that the 2025-26 Council on Membership investigate communication resources that could assist chapter leaders, implement these changes and give a report to the 2026 House of Delegates.

REPORT BACKGROUND

The council agreed with the benefits of producing the comprehensive guide. Citing the convenience of having this information all in one place as a benefit for chapter leaders.

The council on membership reviewed the resolution and brainstormed content at spring council. The council reviewed an initial draft of the comprehensive guide during their July meeting. The council provided feedback on the draft. These updates were made, and the council reviewed the updated draft during their September meeting.

REPORT FINDINGS

The council reviewed the final PDF guide and distribution plan during their November meeting. The PDF guide was distributed to chapter leaders via email, included in New Leader, posted on social media and posted to the ASDA website in January 2026. Guide link:

https://www.asdanet.org/docs/publications/how-to-guides/comprehensive-guide.pdf?sfvrsn=4d8e71dd_2

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