

Unit Leadership Year-End Program Reporting 2023 – 2024

Unit Chairman _____ Unit # _____ District _____

Chairman's Address _____

Phone # _____ E-mail Address: _____

Unit Presidents

Were the duties of chairmen and officers explained? _____

Did members ask questions during meetings and if so were they answered? _____

Were the Unit's Constitution and Bylaws, Standing Rules read and explained? _____

Did the members utilize the National Impact Forms? _____

Did you submit a candidate for Unit Member of the Year? _____

Members

How many members completed the online Senior Basic Leadership Course? _____ How many members did the online ALA Academy? _____

What courses were completed?

(include all courses that were completed . Use back of this page if necessary)

How many members attended the following?

- 1. Breakout sessions at the 2022-23 Convention _____
- 2. How many unit members attended Department Workshop _____
- 3. How many attended the District School of Instruction _____
- 4. How many attended other District Meetings _____
- 5. How many members attended Fall Conference Breakout sessions _____

Did Unit members do anything special to enhance the leadership program (e.g. additional training and what were the topics)? If so, please explain

If you are submitting a narrative for any National, Department or Chairman Award you MUST follow all directions and entry must be received electronically on or before the due date.

Send this Unit Year-End Report **form and narrative**, to the **District Chairman** no later than April 01, 2024.

Eileen Wilson
Department Leadership Chairman
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Spring Hill, FL 34609

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