

Unit Leadership Year-End Program Reporting 2024 - 2025

Unit Chairman _____ Unit # _____ District _____

Phone # _____ E-mail Address: _____

How many members actually volunteered to chair a program _____

Did the Unit hold a new member initiation? _____

Does the Unit have a copy of the current Department Unit Guide,
National Unit Guide, and Manual of Ceremonies, ? _____

Did the members utilize the National Impact Forms? _____

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

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

How many members did the online ALA Academy? _____

a. What courses were completed?

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

How many members attended the following?

1. How many unit members attended Department Workshop _____

2. How many attended the District School of Instruction _____

3. How many attended other District Meetings _____

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 candidate for Unit Member of the Year it must be received on or before the due date of 30 days prior to Department Convention

EMAIL this Unit Year-End Report form and narrative, if any, to the District Leadership Chairman no later than April 01, 2025.

Mary Kelly-Perkins
Department Chairman

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813-508-3822