



Okeechobee Main Street, Inc.

The Organization Committee Work Plan

The Organization Committee gives the downtown commercial district on-going attention and care by working cooperatively with other organizations on community development projects. The OKMS Organization committee was established to incorporate the Public Relations and Community Directors position under this committee.

The word Organization - means getting everyone working toward the same goal. The work of building consensus and cooperation among groups that have an important stake in the district can be eased by using the common-sense formula of a volunteer-driven program, an organizational structure of a board of directors and committees, and a financially strong organization

The members of this committee make it a point to visit our merchants and members personally, explaining the benefits of participation, and educating the public on the Main Street Approach to success through the Four Point Plan: Design, Economic Restructuring, Organization, and Promotion.

Goal: Establish a strong Main Street Organization by communicating the mission and accomplishments and utilizing a growing number of participants in the implementation and funding of the Downtown Preservation Revitalization Program through sound fiscal and management policies.

Objectives & Activities:

1. Communication and Membership
 - Manage all media contacts
 - Maintain current membership
 - Conduct membership campaign to increase membership
 - Create and manage membership table display for events
2. Volunteer and Leadership Development
 - New Board and Committee Orientation
 - Manage volunteer recruitment program
 - Maintain job descriptions for each volunteer position
 - Maintain volunteer hour tracking forms for Executive Director

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3. Fundraising
 - Membership Fundraising Campaign
 - Main Street Program Brochure
4. Program Management
 - Work with President to develop Monthly Board Agenda
 - Maintain liaisons with organizations with a stake in downtown
 - Manage Nominating Committee
 - Develop a program which acknowledges the Board Member of the Year

Promoting the Okeechobee Main Street program is the job of the Organization Committee. Working with the local radio and newspaper media in placing stories and public service announcements are just some of the ways to promote program in the Okeechobee.

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