

*Return this information
by May 1 of each year*

**Club Managers Association of America
1733 King Street
Alexandria, Virginia 22314-2720
(703) 739-9500, Fax: (703) 739-0124
email: studentinfo@member.cmaa.org**

2014-2015 PRESIDENT'S ANNUAL REPORT FORM

(Name of Chapter)

	DATE	TYPE OF MEETING	LOCATION OF MEETING
AUG			
SEPT			
OCT			
NOV			
DEC			
JAN			
FEB			
MAR			
APR			
MAY			
JUNE			

This report is required by Article XII, section 2B of the CMAA Bylaws. It covers chapter activities for the school year and must be submitted to the CMAA Chapter/Member Services Department no later than **May 1st of each year.**

The following meetings were held and recorded for the past year. (Please code the type of meeting as A=annual; B=business; E=educational; S=social club; T=club tour.) If the chapter met with another chapter, please indicate which chapter. **Chapters are required to have a minimum of seven meetings per year; four must be educational. One must be a club tour which can be considered one of the four educational meetings provided a substantive program is held.**

All minutes of your chapter meetings must be sent to the National Headquarters. List date and type of meeting so that we may update our records.

Any additional comments may be attached and returned it with this form.

***Submission of the President's Annual Report is mandatory. This form should be completed by the Student Chapter President and forwarded to the Student Chapter Faculty Advisor and Liaison Manger for signatures. Without all three required signatures your report will be incomplete. Please note that a complete President's Annual Report is also a requirement for the Student Chapter Grant Application.**

Please respond to the following:

1. Has CMAA membership been helpful to the students in your chapter? How?

2. What do you feel the members see as the most significant membership benefit?

3. How do you think the Association could better assist its student members?

4. What student education sessions would your chapter members like to see at the Annual World Conference on Club Management?

5. Per the bylaws of CMAA, student chapters are required to host a club management course on campus. Please note the name/number of club classes offered. (Please attach a course description from the school's current academic catalog.)

Please list the following officers who will be serving during the **next** school year. (Note: they must be current members of CMAA.)

PRESIDENT: _____ email: _____
 VICE PRESIDENT: _____ email: _____
 SECRETARY: _____ email: _____
 TREASURER: _____ email: _____

Name of student chapter Faculty Advisor: _____
 email: _____

Name of student chapter Liaison Manager: _____
 email: _____

Address for chapter: _____

Telephone number for Faculty Advisor: (_____) _____

Fax: (_____) _____

Telephone number for Liaison Manager: (_____) _____

Fax: (_____) _____

Proper signatures **must** be affixed.

 Signature- Chapter President (current)

 Date

 Signature- Faculty Advisor

 Date

 Signature- Liaison Manager

 Date

Premier Club Services (PCS) was established by CMAA in an effort to provide resources for club managers looking to ever improve their club operations. The true value of PCS exceeds \$5,000 and far exceeds the price that clubs pay for the resource. Currently The Club Foundation (CF) provides a grant that provides a complimentary subscription of Premier Club Services to each student chapter.

In an effort to ascertain the value of the subscription to student chapters, we are requiring, as part of the President's Annual Report, a description of your student chapter's PCS usage. The completion of the report is mandatory in maintaining the subscription and continuing to receive the annual signature items and access to PCS online.

If you have questions concerning PCS or the maintenance of your subscription, please contact Christine Kolberg, manager, Service and Support, ClubSolutions, via email at *christine.kolberg@cmaa.org* or by phone at (703) 739-9500.

Please describe your student chapter's use of PCS:

Are the PCS materials used in classes, for research, etc.?

Are the members of your student chapter aware that this resource is available to them?

How available is the resource to them?

Does your faculty advisor encourage the use of PCS?

Please offer any additional comments, questions, or observations regarding PCS that you may have.
