

2005-2006

Strategic Goal: Successfully open new facility

Bookstore

Action Steps	Action Leader													
		Jul-05	Aug-05	Sep-05	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	
Open by July 31	Ryan Gardner	X												
Regular and frequent meetings to plan layout and timeframe for move	Ryan Gardner	X												
Maintain contact with architects and designers for proper construction	Ryan Gardner	X	X	X										
Coordinate delivery of fixtures and inventory	Ryan Gardner	X												
Hire and train new/extra staff	Kelly Lacy	X												
Move EagleCard operations	Ryan Gardner/ Stacey Henecke	X												

Personnel: Ryan Gardner, Kelly Lacy, Stacey Henecke

Success Indicators: The new location is open for business and able to meet customer needs by July 31, 2005

KPI's: Community Responsiveness; Institutional Effectiveness; Continuous Improvement; Customer Service