

**JEANNETTE RANKIN PEACE CENTER
Coordinating Council ORIENTATION**

Council Member _____
Date Joined _____ Term Ends _____

COMPLETED	ACTIVITY	COMMENTS
	➤ Overview	
<input type="checkbox"/>	▪ History, mission, vision, values, goals	
	➤ Council Organization	
<input type="checkbox"/>	▪ Meeting schedule	
<input type="checkbox"/>	▪ Reports	
<input type="checkbox"/>	▪ Committees & Sub-committees	
<input type="checkbox"/>	▪ Council schedule	
<input type="checkbox"/>	▪ Staff and council relationship and communication channels	
<input type="checkbox"/>	▪ Reimbursement, store discount	
<input type="checkbox"/>	▪ CC responsibilities	
<input type="checkbox"/>	▪ Conflict of Interest	
<input type="checkbox"/>	▪ By-laws	
	• Events	
	➤ Organization's place in the Community	
<input type="checkbox"/>	▪ Alliances	
	▪ MT Shares	
<input type="checkbox"/>	▪ Reputation	
<input type="checkbox"/>	▪ Projects	
	➤ Financial Review	
	▪ Members and Rankin File	
<input type="checkbox"/>	▪ Reports	
<input type="checkbox"/>	▪ Long-range plan	
<input type="checkbox"/>	▪ Funding sources	
<input type="checkbox"/>	▪ Budget	
<input type="checkbox"/>	▪ Fundraising	
	➤ Facility	
<input type="checkbox"/>	▪ Tour	
<input type="checkbox"/>	▪ Introductions	
<input type="checkbox"/>	▪ Organizational chart	
	➤ Resources	
<input type="checkbox"/>	▪ Use of Library	
<input type="checkbox"/>	▪ Scrapbooks	
<input type="checkbox"/>	▪ Fellow Council members (especially Emeritus members)	
<input type="checkbox"/>	▪ ED and other staff	
<input type="checkbox"/>	▪ Missoula Nonprofit Network	
	➤ Peace Park	
	➤ Work Study	
<input type="checkbox"/>	➤ Volunteers (including sign- in sheet)	
	➤ Dish pantry	
<input type="checkbox"/>	➤ Keys	
<input type="checkbox"/>	➤ Store Basic	