

**Virginia Board of Accountancy  
Strategic Planning Retreat**

Williamsburg, Virginia  
September 15 & 16, 2005

**Itinerary & Agenda**

**(No regular Board business will be discussed; no public comment will be taken.)**

**Thursday,  
September 15**

**TIME**      *Arrival at Woodland Hotel & Suites, Williamsburg*

6:00 p.m.      *Dinner (Magnolia Room in the Woodlands Conference Center)*

**Friday,  
September 16**

7:00 a.m.      *Continental Breakfast (Near lobby in the Woodlands Hotel & Suites)*

**Work Session  
Agenda**  
*(Magnolia Room in the  
Woodlands Conference  
Center)*

8:00 a.m.      Opening Remarks  
Review of Agenda / Goals & Objectives for the Retreat

8:15 a.m.      Getting Better Acquainted

- *Summary of professional experience...*
- *Industry (accounting) changes I see...*
- *An area we (the BoA) need to improve/address is...*
- *In the coming year, I hope that...*

8:30 a.m.      Board Member Roles and Primary Responsibilities  
*(Keys to organizational/functional discipline)*

9:15 a.m.      Discussion of Key Staff Roles and Responsibilities

9:45 a.m.      Interfacing Effectively with Staff

10:00 a.m.      *Break*

10:15 a.m.      Progress Evaluation of the Strategic Plan (current)

10:45 a.m.      Refining and Advancing the Strategic Plan (initiating)

- Mission and Vision
- Key Values
- Goals and Supporting Objectives
- Strategies for Accomplishment

12:00 a.m.      *Lunch (in-house)*

1:00 p.m.      Strategic Planning Discussion continues

3:00 p.m.      *Break*

3:15 p.m.      Discussion of Public Image

3:45 p.m.      Potential Conflicts of Interest

4:15 p.m.      Potential Challenges on the Horizon

4:40 p.m.      Summary and Wrap-up Items

5:00 p.m.      Adjourn – Drive Safely