

# Long range planning = successful group

Following an annual meeting there is often a surge of organizational energy and high expectations for the coming year. As one of the executive, you will want to see your organization move forward during your term. You can provide the vehicle for this movement.

Long range planning clarifies the direction your organization will take in the next two to five years. A membership which supports the long range plans will know where the organization is heading and its role in the plan.

The first step in long range planning is to develop a clear picture of the purpose of your organization. The purpose is a general statement that describes the primary function of the organization. It is its very "reason for being" and as such, is usually a broad philosophical statement about the large-scale aim or mission of the organization.

The second step is to write goals based on the purpose of the organization. A goal may correspond to an existing committee or may identify new areas of activity. If the latter is the case, an ad hoc commit-

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tee may be formed to work on this goal. The membership should be involved in developing these goals. Well written goals are essential to provide direction to the activities aimed at achieving the goal. The goals should be in harmony with each other and satisfy the basic purpose statement.

The third stage of long range planning is the preparation of objectives for each goal. Objectives are statements of the steps or specific activities which must be accomplished to achieve the goal. The complexity of the goal will determine the number of objectives. For an objective statement to be meaningful, it must possess the following qualities:

- \*it must be *specific*
- \*it must be *measurable*
- \*it must be developed with the input of members to ensure commitment
- \*it must be *accepted* by members of the organization

The final step is to translate the objectives into actions. An action plan should be developed for each goal. The action plan should include a list of objectives, who is responsible for each task or activity, the resources needed and/or available, and as well, the date the objective is to be accomplished.

Once a long range plan is accepted, organizational energy can be focused on the goals and objectives, and not lost on less important activities. Less time will be spent on deciding what activities the organization will initiate as this has already been decided. Not only will the plans be in place for this year, but there will be a guideline to follow for several years to come. Long range plans should be evaluated regularly and revisions made as necessary. Long range planning will ensure that your organization is moving forward rather than simply maintaining the status quo.

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## Concord Grape Pie served at Lee Home

At the Erland Lee (Museum) Home Harvest Festival concord grape pie was served to visitors. It was a big hit. Erland Lee (Museum) Home Committee Chairman Betty Jefferson has provided the recipe for readers to try at home.

### Concord Grape Pie

4 cups concord grapes, taken from stems  
1 cup granulated sugar  
1/4 cup flour  
1/4 teaspoon salt  
1 tablespoon lemon juice  
1 1/2 tablespoon melted butter

Wash grapes, slip skins from grapes and place pulp in saucepan, reserve skins. Bring pulp to boiling, reduce heat and simmer for 5 minutes. Press pulp through sieve to remove seeds. Add skins to pulp. Combine sugar, flour and salt. Add lemon juice, butter and skins and pulp. Pour into unbaked pastry shell, cover with top crust. Bake at 400 degrees for 35 minutes, reduce heat to 350 degrees for about 10 minutes or until done. Watch closely for the grapes will run over fast.

