



ADVANCED ESSENTIALS

Strategic Planning

CAI's Advanced Essentials Class for Board Members

CONDUCT A SWOT ANALYSIS

A. A BRIEF OVERVIEW OF SWOT:

- Strengths
- Weaknesses
- Opportunities
- Threats

B. WHERE TO LOOK FOR SWOT INFORMATION

C. PLAN DEVELOPMENT

D. MONITORING AND REEVALUATION

E. PLAN IMPLEMENTATION

F. CALENDARING AND FOLLOW-UP

G. CONCLUSION

If you are interested in attending this course, please register on the Chapter website: www.cai-grie.org and click on the Education Options tab.

**HOA Board Members...
this course is for you!**

Register 1 board member at the regular price and get each additional board member at a reduced rate!

CAI-GRIE
5029 La Mart Drive, Suite A
Riverside, CA 92507
Phone: (951) 784-8613
Fax: (951) 848-9268
E-mail: info@cai-grie.org
Website: www.cai-grie.org

CLASS DETAILS

What:

**Advanced Essentials
*Strategic Planning***

When:

May 18, 2019
10:00 am-12:00 pm

Where:

CAI-GRIE Chapter office
5029 La Mart Dr., Ste A
Riverside, CA 92507

Cost:

CAI-GRIE Members
\$25 for 1st Member
\$15 for each additional member
from same association

Non-members

\$40 for 1st Member
\$30 for each additional member
from same association

Includes:

Course Materials
Continental Breakfast

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ADVANCED ESSENTIALS *Reserves, Contracts & Maintenance*

CAI's newest Advanced Essentials Class for Board Members

- The Facilities Contract Process
- Roles and Responsibilities
- Ongoing Maintenance and Reserve Contracting
- Preparing the Request for Proposal (RFP)
- Selecting Contractors
- Evaluating Bids
- Contract Provisions
- Negotiating
- Successful Project Completion

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CLASS DETAILS

What:

*Advanced Essentials
Reserves, Contracts &
Maintenance*

When:

May 18, 2019
12:30 pm-2:30 pm

Where:

CAI-GRIE Chapter office
5029 La Mart Dr., Ste A
Riverside, CA 92507

Cost:

CAI-GRIE Members
\$25 for 1st Member
\$15 for each additional member
from same association

Non-members

\$40 for 1st Member
\$30 for each additional member
from same association

Includes:

Course Materials
Light snacks & beverages

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