



**Managing Director's Report  
Executive Committee Meeting  
April 6, 2006**

**1. Financial Report**

- As of February 2006, revenues (\$677,569) were ahead of expenditures (\$474,342). The cash balance as of February 28, 2006 was \$203,227.

**2. Recent Activities**

**Task 1. Air Quality Actions Days**

- Met with the AQAD Team and PRR on April 5, 2006 to discuss forecasting and database issues.

**Task 2. Marketing and Public Relations**

- Met with the Marketing Committee on March 22, 2006 to review PRR's draft 2006/2007 Communications Plan.
- Working with PRR on the 2006 sponsorship packages and scheduling meetings with sponsors.

**Task 3. Voluntary Business Emission Reduction Strategy**

- Working with PIVA on distribution of the printer survey in April.

**Task 4. Public Education**

- Conducted conference call with the Environmental Education Exchange on April 5, 2006 to receive a project update.

**Task 5. Performance Improvement/Measurement**

- Nothing to report.

**Task 6. Membership Services**

- Nothing to report.

**Task 7. Administration and Leadership**

- Met with the major funders (MDOT, VDOT, DDOT, and COG) on March 30, 2006 to receive input on the preliminary FY 2007 budget.
- Participated in conference call on April 4, 2006 with representatives from EPA and NOAA to discuss collaborating on a local event in the Washington, DC area in connection to Air Quality Awareness Week (May 15-19, 2006).
- Working with COG staff on minor revision to by-laws and the election of new Board members at the May 11, 2006 Annual Meeting.
- Prepared the draft FY 2007 Work Program and Budget for presentation to the Executive Committee on April 6, 2006.

**3. Activities Planned for April - June 2006**

- Work with the Marketing Committee and PRR to finalize the 2006/2007 Communications Plan for approval at the Board meeting on May 11, 2006 (April-May).

The logo for Clean Air Partners features the text "CLEAN AIR PARTNERS" in a sans-serif font. "CLEAN AIR" is in blue and "PARTNERS" is in green. A blue swoosh is positioned above the text, and a green swoosh is positioned below it.

# CLEAN AIR PARTNERS™

- Finalize the FY 2007 Work Program and Budget for approval at the Board meeting on May 11, 2006.
- Obtain sponsor commitments (April-June).
- Distribute printer survey and compile results (April-June).
- Send first membership renewal notice to current members and membership information to potential new members (May-June).