

North Texas Chapter
Society of Government Meeting
Professionals

Meeting Professional Perspective

INSIDE THIS ISSUE:

PAGE 2 - 3
From the President

PAGE 4
Board Bytes

PAGE 5
Special Projects & Community
Service

PAGE 6
July Program

PAGE 7
August Program

PAGE 8
August Host

PAGE 9
Publications & Communications

PAGE 10 - 11
Planner Profile - Gayle Jenkins

PAGE 12
Supplier Profile - Lynn
Armstrong

PAGE 13
Membership Report & Chapter
Chat

PAGE 14 - 15
CGMP Crossword

PAGE 16
CGMP Recertification

PAGE 18
Calendar of Events



FROM THE PRESIDENT

by C. Sue Thomason

“...it is an honor to have been elected to serve as your president...”

Let me start by saying it is an honor to have been elected to serve as your president for the coming term. I would also like to tell you a little bit about my journey to the North Texas Chapter of SGMP.

On October 10, 2011, I will mark 29 years of federal service in a variety of different positions. I served 18 years with the Department of Defense before moving to Dallas and becoming a part of the US Food & Drug Administration in August of 2000. My first position with the FDA was as the Small Business Technician working with David Arvelo, the FDA Small Business Representative and one of our chapter's newest members. This position gave me my first experience as a meeting planner. Looking back, it's a miracle we managed to pull it off! I've learned from my mistakes with each meeting I've planned.

In 2008, I was asked to assist with a meeting of FDA Senior Executives planned for Dallas by finding a source of information on Dallas for handouts at this meeting. I picked up the phone and called the Dallas Convention and Visitors Bureau. Not only did I get the materials I needed, that phone call was my introduction to SGMP. Anna Murphy assisted me and invited me to attend a chapter meeting. She took the time to explain what SGMP and the North Texas Chapter was all about and how becoming a part of SGMP could benefit me as a meeting planner.

I attended my first meeting two weeks after Anna's invitation and became a member before the next meeting. I've been amazed by the educational opportunities offered by the chapter meetings and at the National Education Conferences. The knowledge I've gained has made me a better federal employee and made meeting planning so much easier than when I first started.

Within my first year, Theresa Nelson asked if I would fill the remaining term of the 1st Vice President. I reluctantly agreed but ended up loving being a part of the board and getting an inside look at all the amazing effort the board goes through to make the chapter better with each meeting.

(continued on page 3)



FROM THE PRESIDENT

(Continued from page 2)

“I encourage all of you to take ownership of your chapter by participating on a committee and inviting other planners and suppliers to a meeting.”

We planned an exciting year during our July Planning Retreat held at the Sheraton Fort Worth on July 16, 2011. Don Coppinger, Programs Chair, has worked closely with Lisa Silverman, SGMP National Education and Training Manager, to ensure the chapter members benefit from every area of the Core Competency list. Don will ask members to vote on the topic they want presented under each competency.

Community Service Chair, Gayle Jenkins has some fabulous ideas for supporting local charities. Her committee is already hard at work to announce the first service project. This chapter has always generously supported our community service projects and I'm sure you will continue to support Gayle's efforts.

Special Projects Chair, Terry Moore hit the floor running and has already announced her first fundraising project. Terry has tickets to see West Side Story at the State Fair Music Hall on October 22, 2011 at 2:00 p.m., which includes admission into the state fair.

I encourage all of you to take ownership of your chapter by participating on a committee and inviting other planners and suppliers to a meeting. I hope to get to know each of you as we move forward to make the North Texas Chapter the best in all of SGMP.



Board Bytes

By Charlotte Davis, CMP

- Sue Thomason, our new chapter President, brought her message of “Team Building” to the July Board Retreat by focusing on ideas of how committee chairs can enlist more involvement from the entire membership. Love her usage of the quote by Henry Ford, “Coming together is a beginning. Staying together is progress. And working together is success.” Hopefully, every member takes this message to heart and finds a way to get involved!
- One immediate way to support our Chapter is through the Special Projects Fundraiser arranged by Terry Moore and her committee. So, join in the fun by purchasing a ticket to “West Side Story” which includes entrance to the State Fair for Saturday, October 22, 2011. You can purchase tickets by contacting Terry or any of the Board.
- Another note of interest is that anyone that has a special recipe that they wish to add to the SGMP 30th Anniversary Cookbook, please contact Terry or any committee member with Special Projects who are collecting them to send to the National office.
- Finally, I am sad to say, I have given my notice of resignation as Chapter Board Secretary effective September 30, 2011. Fortunately, Terry Moore has agreed to move from her position as Director to replace me and this change was recently approved by the board. Steve Sherman with Warwick Melrose was also board approved to assume this vacated position as Director of Special Projects.
- As many of you know, I will be moving our household to Seattle in October to join my husband who was transferred by Bank of America many months ago. (Please note, that my company, Event Source Professionals, inc. will remain based in Texas.) With this move, I take many long lasting friendships and memories that I cherish. I look forward to seeing many of you at future National events and of course, if any of you are escaping the Texas heat next summer, you will be welcome to visit me in Seattle!



Special Projects

by Rhonda Wise, CGMP

The Special Projects Committee has kicked off the new year with a fundraiser to see the musical, West Side Story at the Music Hall in Fair Park on October 22, with free admission to the State Fair. Tickets will be available at our luncheon meetings through October, or by contacting persons listed on the flyer that was emailed to everyone. Cash or checks will be accepted as payment.

We're still in need of raffle items, so please remember to bring them to our luncheon meetings. Thank you to all who have, and continue to support the Chapter in this effort.

The committee received some scrumptious recipes to be included in the cookbook honoring SGMP's 30th anniversary. A special thanks to everyone who shared their recipes, thereby contributing to the success of the cookbook.



COMMUNITY SERVICE

by Gayle Jenkins

On August 12, Gayle Jenkins met with her committee to discuss upcoming projects. As a result of this telephone call, two service projects were recommended and selected: The Ronald McDonald House and the Women's Genesis Center. Both service projects were presented to the SGMP Board on September 8, 2011. The Ronald McDonald house has indicated they would like our group to cook and serve a meal to the guests. It was suggested that donations to the Women's Genesis Center include specific items, such as Men's ties, Ladies' purses, jewelry, or some other specific items.

We look forward to working with the chapter to make these projects a success.

July Program

Annual Planning Retreat

by Don Coppinger

July 2011 – Sheraton Fort Worth

The annual North Texas Chapter, SGMP Board retreat was held at the downtown Sheraton Fort Worth. Chapter board and directors along with interested members came together to discuss and make decisions for the coming year.

Newly elected chapter president Sue Thomason opened the meeting and shared her goals for the coming year. All chapter chairs gave reports on their committees and also shared their thoughts as to how the chapter can grow and further educate our society community.

Monthly meetings for the coming year will be host to some great presenters speaking on the required core competencies of education and programming, facilities and services, logistics, financial/contract management, technology, leadership and ethics. Discussion was also held on the new contact hour approach as opposed to the former CEUs earned for chapter and conference training and meetings. This new, much simpler approach gives SGMP members one contact hour for every hour of training/education received.

Please contact Don Coppinger, SSA, Dallas Regional Training Center, 214-767-3111, if you are interested in assisting with any of the monthly programs by making the presentation or recommending a speaker for one of our topics. We look forward to an exciting year for our chapter and we hope to see you at each one of the meetings.

Annual

Planning

August Program

by Joshua Craft

August 2011 – Crowne Plaza Suites Park Central, Dallas

It is so exciting to be back in the season of SGMP programs. After a brief summer break we all came together once again for first program of the New Year. Our August meeting was hosted by Lindsay Iles and the beautiful Crowne Plaza Suites Park Central.

This 295 suite hotel was the perfect location our Team Building program. The intimate feel of their bistro was the perfect backdrop to unveil some of the exciting things our chapter will be involved in this year. Sue Thomason, our new President, led us through some important statistics regarding our chapter and gave us some great insight into some of the excitement in store for the coming year. She also announced that the North Texas Chapter had been recognized at the National Education Conference for “Best Newsletter.” This is the second consecutive year we have been awarded this title. Please join me in congratulating all of people who contributed to the newsletter last year!



Our Team Building program was the perfect opportunity for Sue to introduce our chapter’s new leadership team. We also got an opportunity to hear from each of our committee chairs along with a brief sales pitch on why we should be involved with their committee. There was a lot of excitement around these opportunities to serve. We were all given the chance to sign, some even volunteered for multiple committees. There will be several opportunities to give back to the community this year, keep a look out for our upcoming community service projects!

SGMP’s mission and values are based solely on education. As an organization we are always striving for more effective ways of educating Government meeting planners and suppliers alike. This year the programs that we offer have been outlined for us by our national HQ. This will ensure that all of our chapters are benefiting from the same course material; it will also allow us to track education credits more efficiently and effectively.

Our team building program was a great way to kick off the season. We have an exciting year of service and education ahead of us!

August Host

Crowne Plaza Suites Dallas

7800 Alpha Road, Dallas, TX 75240

Year Built: 1987

Renovated: 2009

Amount of Meeting Space: 11,000 Sq.Ft.

S.F of Largest Room: 4,000 Sq. Ft.

Number of Guest Rooms: 295

Number of Suites: 295

Sales Person: Lindsey Iles

Sales Phone: 972-246-1083

Fax: 972-788-0947

Email Address: Lindsey.Iles@IHG.com

Website: www.dal-crowne.crowneplaza.com

What Makes Your Facility Special?

The first thing is that we are an all suite property at a reasonable price. The second is our level of service. We were voted the top meeting services Crowne Plaza by meeting planners for 2009.





PUBLICATIONS AND COMMUNICATION

by Lynn Armstrong



I am looking forward to continuing to serve as your Publications chair. I hope that we will be able to continue our award winning tradition. I depend wholly on those of you who contribute your articles each issue on a timely basis. I look forward to your feedback and suggestions.

One of my main goals this year is to solicit advertising. This is a very inexpensive way for our suppliers to get their hotel information out to all in the chapter, also nationwide, as this publication is forwarded to all of the chapters. Advertisement pricing is as follows:

- \$250 – Full Page
- \$125 – Half Page
- \$ 75 – Quarter page

Please keep us in mind as you plan your 2012 budgets. I think you will agree this is very affordable! You will also be supporting the chapter, as all funds will go to education and scholarships. Thank you for your support.



Planner Profile - Gayle Jenkins

By Stephanie Thompson

Gayle Jenkins currently serves as the Unemployment Insurance Program Specialist/Regional Trade Monitor for the U. S. Department of Labor. She has held the position for 12 years. Her job consists of mainly special assignments and providing technical assistance to state staff regarding the Unemployment Insurance Programs.

Since the recession has lingered, her job has become more critical. For example, she conducts audits of states to ensure that people who are laid off receive the proper amount of monetary benefits and services to secure a new position. She also conducts reviews/audits of the states' employers to ensure the employers are paying the proper unemployment insurance taxes in order to fund the Trust Fund so laid off workers can receive monetary benefits. Due to the arrangement and set up of our organization, she also plans meetings for the unemployment insurance programs that she leads or monitor. Currently they include the Trade and the Reemployment programs. For the past 11 years, she worked with the Unemployment Insurance Tax program. All meetings are for state staff in our 11 state region.

When asked about one of her greatest accomplishments, Gayle replied, "While working with the Unemployment Insurance Tax program, I provided training and conducted meetings. Prior to my planning and conducting meetings, no activities had occurred in a Regional Office setting. With the assistance of our state partners, our region was the number one region in the nation. For example, in 2008, I planned a 'first ever' training session for state staff. Due to its high profile, the National Office asked me if state staff from other regions could attend. Therefore, I planned a larger meeting to encompass all six regions instead of just our region. It is noted that state staff from Alaska and Puerto Rico attended the training session along with 43 staff from 34 states. This meeting put our region on the map!"

(Continued on page 11)

Planner Profile - Gayle Jenkins

(Continued from page 10)

Prior to taking her current position, Gayle was with the Texas Workforce Commission, Richardson and Mount Pleasant, Texas. In Richardson, her position was a Tax Auditor and in Mount Pleasant, she was an Employment Service representative.

Gayle joined the North Texas Chapter in 2006 and she has served on the Registration committee for the Joint Conference held in Dallas, March 2009. She was recently elected to the Board as Director Planner.

She was born in Corsicana, Texas and she grew up in Kerens, Texas. She has lived all over from Gulfport, Mississippi, Angeles City, the Philippines; Grand Prairie, Texas; Mount Pleasant, Texas; Garland, Texas; all the way to Murphy, Texas where she currently resides.

Gayle and her husband, Roy have two children and five grandchildren, ages 6-12. Their son and his family live in Sachse and their daughter lives with her family in Plano. Gayle is active as the Queen of the Mad Hatters club of the Red Hat Society and she attends the Wylie Church of Christ. She and Roy were also the co-leaders for their Life Group of approximately 15 families. Her hobbies include entertaining her grand children, working out enjoying her home and yard; water and snow skiing, and travel. In 2011, Gayle and Roy took the Panama Canal cruise and in 2012 they will visit the tulip fields in the Netherlands and attend the Floriade which is held once every 10 years. The trip also includes Belgium and France.

Gayle's motto at work is "inspect what you expect." She says this quote also works for every aspect of her life.



Supplier Profile – Lynn Armstrong

By Fannie Smith

This month's supplier spotlight is on none other than Lynn Armstrong, Senior Sales Manager at the Hyatt Regency in downtown Dallas. Lynn has been with the Hyatt for nine years, making her one of the veterans in the sales office.

Lynn began her career in the Hospitality Industry as a travel agent. Her experience in hotel sales spans more than fourteen years. Lynn states, "I love sales because it allows me to meet people and build relationships with some wonderful people." She has made many friends over the years. Lynn's expertise in the industry has afforded her many opportunities to work with various markets which include associations and corporations.

Lynn has been a staunch supporter of SGMP since becoming a member some nine years ago. SGMP has been the benefactor of Lynn's vast knowledge in the Hospitality Industry, not to mention her strong commitment to the organization. Currently she serves as the Publication chair and is the editor of the chapter newsletter. The North Texas Chapter was the recipient of the 2011 National SGMP Newsletter of the Year Award. Lynn was a member of the North Texas Board for seven years serving as Chapter Treasurer for three years and Second-Vice President for four years.

Although Lynn was born in Midland Texas, Dallas is home to her. Her family moved to Dallas when she was twelve years old. When her father was transferred, they relocated to Iowa. This was a difficult move for Lynn, since she was a senior in High School. Lynn said she could not wait to get back to Dallas. When asked how long she has been in Dallas, she responded "Too long to admit".

Lynn is the mother of three beautiful daughters. She is so excited about the upcoming marriage of one her daughters in March. Yet, another opportunity for Lynn to showcase her talents! I know her daughter is counting her lucky stars.

Lynn states she loves to travel and take pictures of the places she has been. In her spare time, you can find Lynn watching old movies and reading suspense novels. A memorable event in her life was when she was a member of a hot air balloon crew. That sounds like exciting and fun!

When asked what her favorite quote was, Lynn stated...."What does not kill us makes us stronger"!

The next time you see Lynn, let her know how much we appreciate all she does for SGMP!



Membership Report

by Andréé Taylor, CGMP

New Members:

David Arvelo – FDA
 Cynthia Green – USDOL
 Teri Hensley – Radisson Fossil Creek
 Shelly Love – Embassy Suites
 Mark Wilder – Doubletree DFW North

May Anniversaries:

Joshua Craft – 1 year
 Iris Garcia-Pineiro – 3 years

June Anniversaries:

Gayle Jenkins – 5 years
 David Ramcharan – 8 years
 Debbie Roberts – 3 years
 Brenda Welborn – 7 years

Current Membership:

Total Chapter Members – 66
 Total Planners – 33
 Total Suppliers – 29
 Total Other – 4
 Ratio – 53.2%

Chapter Chat

by Kelly Roche, CGMP

I am pleased to report that SGMP North Texas Chapter members Rhonda Wise, Shelley Mann and Kelly Roche attended their first SGMP National Board meeting in Reno, Nevada in July. This being Rhonda and Shelley's first board meeting...they were a little "bug eyed" at first but at what they had gotten themselves in for but after a couple of hours were in for the ride and did VERY well!

GOT NEWS? New job, new baby/grandbaby, got married or general juicy gossip about yourself or another SGMP member? Please contact Kelly Roche @ 972.401.7715 or email kroche@irvingtexas.com

Interested in Advertising?

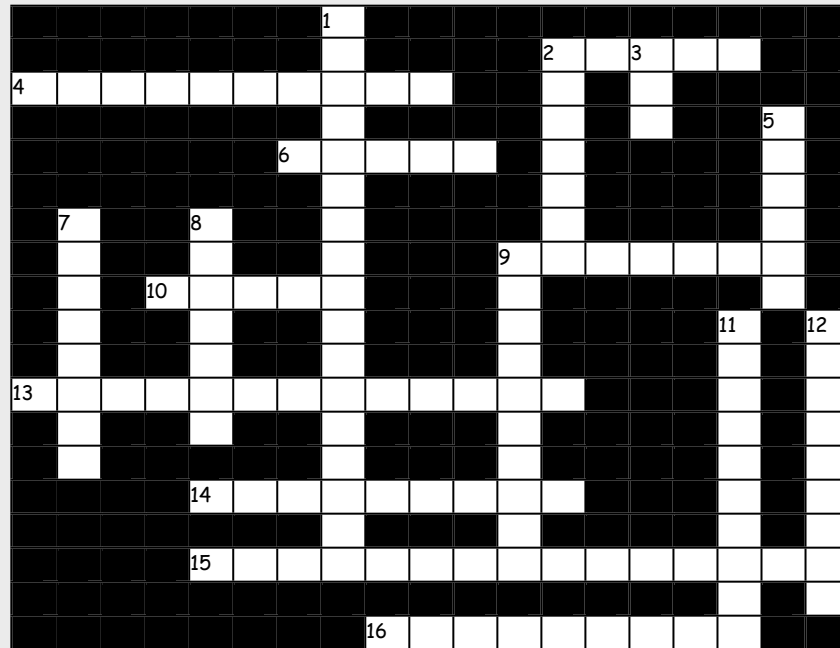
- Full Page \$250
- 1/2 Page \$125
- 1/4 Page \$75
- 10% off your first month



CGMP Knowledge, Part 1

by: Rhonda K. Wise, CGMP

This puzzle tests your CGMP knowledge. 1, 4, 12, 13, and 15 are two words. Leave a space between words when completing puzzle.



Across

2. How many years after CGMP certification before recertification is required?
4. Number of sleeping rooms you're asking the hotel to hold out of their inventory for your guests.
6. Flag protocol always dictates that the American flag is placed to the left or right of the speaker?
9. Moving shipped items from a loading dock to function space or exhibit hall.
10. Location to hold your meeting.
13. Style of seating where tables arranged in a square, rectangle or octagon with the center open and chairs on the outside
14. The difference between your contractual agreement for sleeping and meeting rooms and food and beverage and what is actually picked up.
15. A personal, careful investigation of a property, facility, or area to be used for a meeting.
16. Style of seating with rows of tables facing the front of the room with space for writing

Down

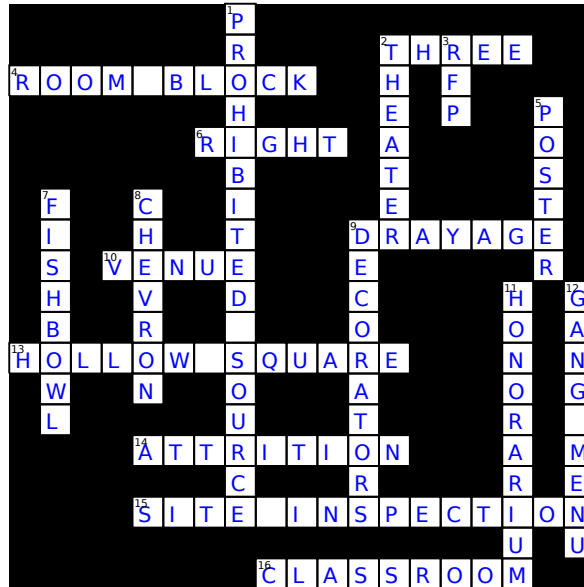
1. Anyone seeking to do business with the federal government.
2. Style of seating where all chairs face the stage
3. A written document issued by an organization which contains requirements for their future event(s).
5. Type of session with an informal presentation of reports and papers that is often held inside the meeting room.
7. Format which is an interchange between an inner circle debating an issue and an outer circle of observers with individuals occasionally moving from one circle to another
8. Style of seating with angled rows of chairs facing the front, with or without tables
9. Offer services for design, set-up, and management of trade shows as well as options for decor and themes for special events.
11. An amount given as a thank you for services (speaking, etc.)
12. When you piggyback on what other groups are eating in the hotel to reduce costs by buying in bulk.



CGMP Knowledge, Part 1

Rhonda K. Wise, CGMP

This puzzle tests your CGMP knowledge.



- | Across | Down |
|---|---|
| 2 How many years after CGMP certification before recertification is required? | 1 Anyone seeking to do business with the federal government. |
| 4 Number of sleeping rooms you're asking the hotel to hold out of their inventory for your guests. | 2 Style of seating where all chairs face the stage |
| 6 Flag protocol always dictates that the American flag is placed to the left or right of the speaker? | 3 A written document issued by an organization which contains requirements for their future event(s). |
| 9 Moving shipped items from a loading dock to function space or exhibit hall. | 5 Type of session with an informal presentation of reports and papers that is often held inside the meeting room. |
| 10 Location to hold your meeting. | 7 Format which is an interchange between an inner circle debating an issue and an outer circle of observers with individuals occasionally moving from one circle to another |
| 13 Style of seating where tables arranged in a square, rectangle or octagon with the center open and chairs on the outside | 8 Style of seating with angled rows of chairs facing the front, with or without tables |
| 14 The difference between your contractual agreement for sleeping and meeting rooms and food and beverage and what is actually picked up. | 9 Offer services for design, set-up, and management of trade shows as well as options for decor and themes for special events. |
| 15 A personal, careful investigation of a property, facility, or area to be used for a meeting. | 11 An amount given as a thank you for services (speaking, etc.) |
| 16 Style of seating with rows of tables facing the front of the room with space for writing | 12 When you piggyback on what other groups are eating in the hotel to reduce costs by buying in bulk. |



CGMP Recertification Revamped

by Rhonda Wise, CGMP

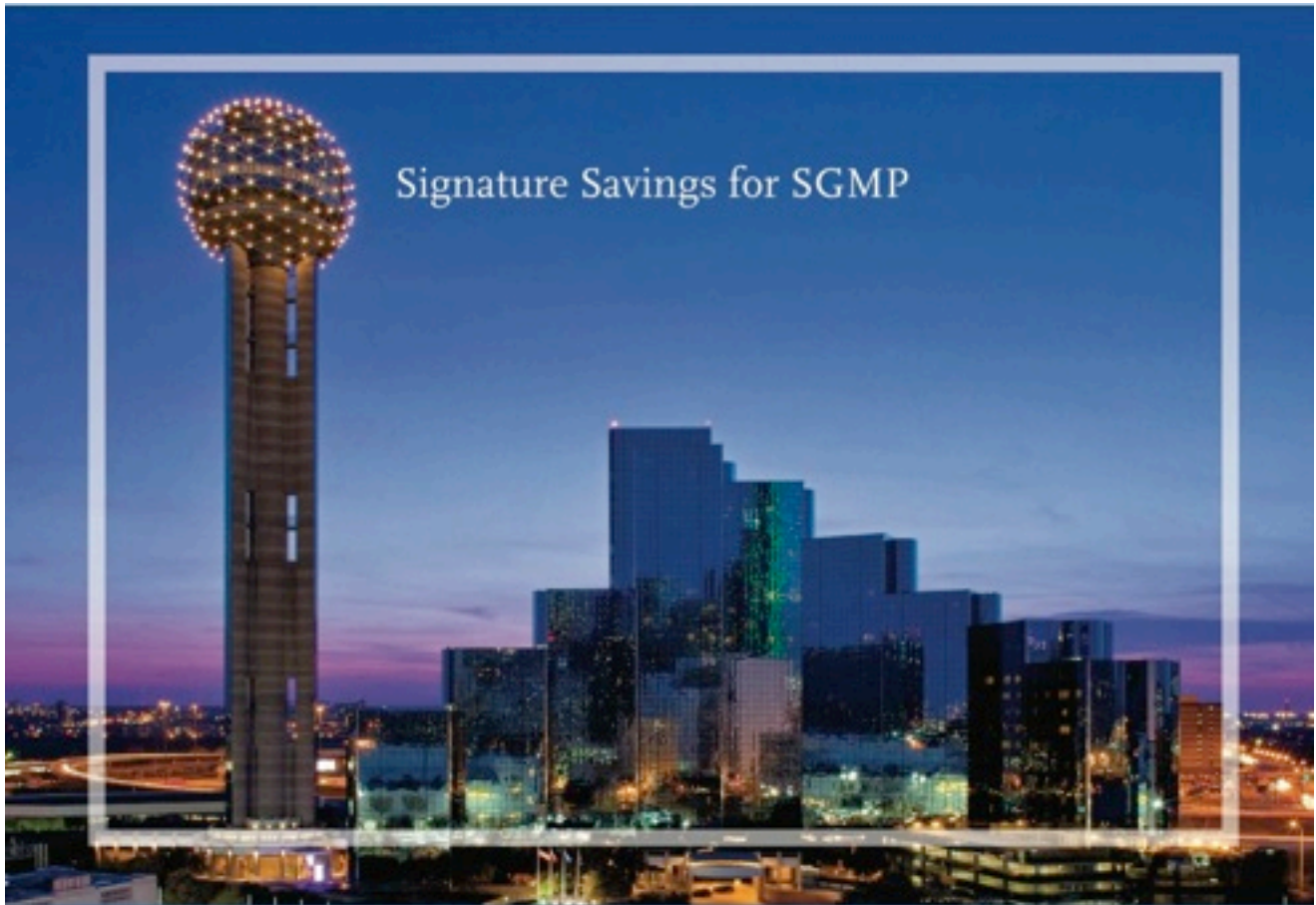
Good news, everyone! The CGMP recertification process has become much easier. The paperwork is not as involved as before. You will be glad to know when you pass your CGMP exam, the process is much more user friendly. Lisa Silverman, SGMP Headquarters' Education and Training Manager, led a session at the National Education Conference in June explaining the process.

There are three areas of recertification. Just follow these procedures and you will be re-certified:

1. Education Requirement —each year -- Complete 5 hours of SGMP related training or attend the CGMP Congress (starting 2012)
2. Connect with the SGMP Community —each year -- Attend 1 chapter meeting or participate on a chapter or national task force committee or write 1 article for Government Connections
3. Professional Accomplishments —at time of re-certification -- Update your profile on SGMP's Member Director or submit your current resume.

The formal application is now on the SGMP Web site.





Signature Savings for SGMP

SAVE 15% ON THE DALLAS LANDMARK

Book your next event at Hyatt Regency Dallas and save up to 15%. Our talented team will work with you to create your own signature meeting. With 160,000 square feet of function space and 60 individual meeting rooms we have the space, and the culinary options, for every possibility. Enjoy the excitement created by our newly transformed open-air atrium featuring a 42-foot multimedia bar. Take advantage of being close to the Dallas Convention Center, the largest urban arts district in the United States and DART light rail service. Come and experience the signature hotel of Dallas.

Book a qualifying meeting by 12/31/2011 and receive up to 15% off the master bill when you mention this ad.

Call 214 712 7255 or visit hyattregencydallas.com



YOU'RE MORE THAN WELCOME

Offer is valid for new events booked at Hyatt Regency Dallas prior to 12/31/11. Visit hyattregencydallas.com for full terms and conditions. © 2011 Hyatt Corporation. All rights reserved.



Calendar of Events

October 13, 2011
**SGMP 30th Anniversary - How Meeting Planning
 has Changed in 30 Years!**
Host: TBD

November 10, 2011
Education
Host: Aldophus

December 8, 2011
Holiday Luncheon
Host: TBD

January 12, 2012
Facilities
Host: Hilton Lincoln Center

February 9, 2012
Logistics
Host: Holiday Inn Market Center

March 8, 2012
Technology
Host: TBD

April 12, 2012
Financial
Host: Hyatt Regency Dallas

May 10, 2012
Ethics
Host: TBD

June 15, 2012
Chapter Awards Banquet
Host: TBD

July 14, 2012
Planning Retreat
Host: TBD



NORTH TEXAS CHAPTER OF SGMP

PO Box 214834
 Dallas, TX 75313-4834

2010 Newsletter of the Year
 2007 Newsletter of the Year
 1999 Chapter of the Year
 1998 Newsletter of the Year
 1998 Program of the Year
 1997 Chapter of the Year

2011-2012 BOARD OF DIRECTORS

President: Sue Thomason
 214-253-5203
sue.thomasan@fda.hhs.gov

1st Vice President: Don Coppinger, CGMP
 214-767-3111
don.coppinger@ssa.gov

2nd Vice President: Andree Taylor, CGMP
 817-956-6242
andree.taylor@aa.com

Secretary: Terry Moore
 972-850-4669
moore.terry@dol.gov

Treasurer: Carol Abbott
 972-404-4927
cabbott@ci.mesquite.tx.us

Director-Planner: Brenda Welborn
 972-882-1804
dkbw1@verizon.net

Director-Planner: Gayle Jenkins
 972-850-4629
jenkins.gayle@dol.gov

Director-Supplier: Steve Sherman
 214-224-3159
ssherman@warwickhotels.com

Immediate Past President: Theresa Nelson
 214-413-5479
theresa.j.nelson@irs.gov

Other Chair Persons:
 Publications: Lynn Armstrong
lynn.armstrong@hyatt.com

Webmasters
 Theresa Nelson and Rhonda Wise, CGMP

National Board:
 Rhonda Wise, 1st Vice President
 Shelley Mann, 2nd Vice President
 Kelly Roche, CGMP, Supplier Director