



DALLAS/FORT WORTH CHAPTER

M E E T I N G P R O F E S S I O N A L S I N T E R N A T I O N A L

2008-2009 Chapter Volunteer Opportunities

“**Exchanging Ideas to Connect the World**” is the upcoming theme for the 2008-2009 term. You can volunteer as a Committee Chair or on any of the Chapter Committees listed here. Get to know people who can help you in your business and help our chapter be successful at the same time. We can not do it without you!

Committee Chairs will be encouraged to attend all Monthly Board Meetings, the first Tuesday of each month from 5:30-7:30pm. All of these Board Meetings will be held at the Addison Conference Center: July 1, 2008, August 5, 2008, September 2, 2008, October 7, 2008, November 4, 2008, December 2, 2008, January 6, 2009, February 3, 2009, March 3, 2009, April 7, 2009, May 5, 2009 and June 2, 2009. Committee Chairs are responsible for ensuring the success of events with opportunities for co-chairing if requested.

All Chapter Committees will meet on the same night at the same place to improve overall chapter communications. Most of these meetings will be at the Addison Conference Center, the third Thursday of each month from 5:30-7:30pm: July 17, 2008, August 21, 2008, September 18, 2008 (location TBD), October 16, 2008, November 13, 2008, December 11, 2008, January 15, 2009, February 19, 2009 (location TBD), March 19, 2009, April 16, 2009, May 21, 2009 and June 18, 2009. Volunteers can sign up for committees in several positions to include responsibility for speaker, venue, education topic, financial responsibility, script, etc.

Please complete the [Interest Form](#) for any open position, contact any of the committee members listed below if you have any questions, or contact Randie Charnes, MPI D/FW Chapter Administrator at 972-869-3836, chapadmin@mpidfw.org.

COMMUNICATIONS/MARKETING COMMITTEE

Paula Bruton, CMP, VP Communications/Marketing
972-768-6239

paula@bruton.com

Melissa Mihelich, Director Communications/Marketing
214-217-7700, x218
mmihelich@zoom7.com

The purpose of the communications/marketing committee is to coordinate and present consistent chapter communications to the membership. This committee oversees all aspects of the chapter's marketing, public relations and communication efforts. The committee proofs, designs and produces all communication and marketing materials for all committees. The review all Chapter written communication to maintain consistency of brand and information is the responsibility of this committee. This committee is also responsible for the marketing booth used at chapter functions. Edit, design and publishing skills are helpful.

Public Relations

This committee creates awareness of the chapter and the meetings industry through promotion of chapter projects, issues and special events in the form of press releases. It is also the committee's responsibility to develop and produce press kits in addition to arranging for the chapter spokesperson to inform the community of the meetings industry. This committee will also look at external opportunities to publicize or market the D/FW Chapter.

CHAIR OPEN

Magazine (Current)

This committee produces the chapter's "award-winning" magazine, CURRENT, sent out to the membership every other month. The Members on the Move Committee will work with the Magazine Committee and share information, as needed, with all sections of the Communications Committee.

Jennifer Fortman, Managing Editor, 972-867-6666, Ext. 280, editor@mpidfw.org
ASSISTANT EDITOR OPEN

Website/E-Communications

The D/FW Chapter website, www.mpidfw.org, is the holding source for the latest Chapter information. Design and content of the chapter website, back-door administration of the website and all e-communications including e-blasts, e-newsletters and e-alerts are handled by this committee. Volunteers may work directly in the website module or as editors and information filters to ensure constant updated information online. The Photography/Graphic Arts Committee works in the website module and shares information with all sections of the Communications Committee.

Karen Fogle, CMP, Website Manager, 972-941-5848, website@mpidfw.org
Marcia Bradley, Assistant Website Manager, (214) 761-7261, marcia_bradley@hilton.com

Photography/Graphic Arts Committee

Obtaining and publishing Chapter photos and banner ads on the website is the responsibility of this committee. Volunteers work directly with the Website Manager and share information with all sections of the Communications Committee.

Matt Clement, 501-538-7743, matt.clement@jgh.com

Members on the Move Committee

This committee will keep up with the latest news about our Chapter members. Volunteers work directly with the Website Manager and share information, as needed, with all sections of the Communications Committee. Are any Chapter members recent hires or promotions in your company? Have you hired or promoted people in your company? Have you made an organizational move? Has your company made any big announcements recently or been in the news? Have you recently joined any boards or received any recent awards?

Stacia D. Seegar, 817-530-5491, membersonthemove@mpidfw.org

Career Center Committee

The committee coordinates job and resume postings on the D/FW Chapter website.

Pat K. McCain, CMP, 972-458-8692, careercenter@mpidfw.org

EDUCATION & EVENTS COMMITTEE

Kim Reynolds, CMP, CMM, Vice President Education & Events
214-352-9757

kim@strategicmeetingssolutions.com

Sandi Galloway, Director Education & Events
940-321-3458

galloway.sandi@ctc-cct.ca

The purpose of the education committee is to research, develop and present timely industry topics to the membership that affects positive change. Committee members select program(s) they want to be directly involved in. For stand-alone educational programs, you will work with other members of the committee to research, develop and present the educational topic. This will include accessing and meeting with speakers, working with the venue and designing the logistics of the program.

Monthly Programs Committee

This committee is responsible for the successful implementation of our chapter meetings. These meetings are the essence of our chapter's ability to provide educational and networking opportunities to our membership. Involvement can range from taking on multiple tasks to devoting a few hours a month. Utilize your passion for presentation delivery (staging & a/v) content, décor, food & beverage or any other part of making a dynamic event.

July Committee Chair, Thursday, July 24, 2008, Four Seasons Resort & Club Hotel, Irving, TX, Lunch Meeting focusing on recruiting members for upcoming committee positions with "True Colors" as the speaker.

O.D. O'Donnell, 972-789-9340, od@nightlifetalent.com

August Committee Chair, Thursday, August 28, 2008, Arlington Convention Center, Arlington, TX, Lunch Meeting, topic to incorporate planning Large Special Events including aspects of the Super Bowl.

Dara Hall, CMP, 817-267-6698, dara@espinc-usa.com

September Committee Chair, Thursday, September 25, 2008, Location TBD, Lunch Meeting with topic to be developed.

Alison Kieckhafer, 972-661-2300, Alison@theproducerslounge.net

October Committee Chair, Thursday, October 23, 2008, Omni Park West, Dallas, TX, Lunch Meeting with topic to be developed.

Carrie Riney, 214-361-1045, Ext. 3255, carrie@inmanpromo.com

November Committee Chair, Thursday, November 20, 2008, Location TBD, Lunch Meeting with topic to be developed.

Marti Fox, 972-417-7232, globalgoals@aol.com

December Holiday Party Committee Chair, Thursday, December 18, 2008, Location TBD, Late Afternoon Reception with Casino party.

Molly Kristall, 214-752-8989, mkrystall@aol.com

January Committee Chair, Thursday, January 22, 2009, Location TBD, Lunch Meeting, "MPI Gives Back (to you)"

Kathryn Beard, 214-665-9538, Kathryn@strategicmeetingsolutions.com

April Committee Chair, Thursday, April 23, 2009, Location TBD, Lunch Meeting with topic to be developed.

Deborah Cohen, CMM, 214-915-4603, DCohen@ulqdnctx.com

May Committee Chair, Thursday, May 28, 2009, Location TBD, Lunch Meeting with topic to be developed.

OPEN

June Awards Gala Committee Chair, Thursday, June 25, 2008, Location TBD, Evening Event with presentation on celebrating the past term's accomplishments.

OPEN

Education Events

This committee will research, develop and present the educational topic for four stand alone events through the 2008-2009 term. This will include accessing and meeting with speakers, working with the venue and designing the logistics of the program.

November Education Day, November 6, 2008, Platinum Speaker

Sherri Cook, CMP/CMM, 972-490-4977, sherricook@mindspring.com

March Education Day, Thursday, March 27, 2009, in conjunction with Supplier Showcase, Location and Topic to be developed

OPEN

Cross-Cultural Business Connections Committee

This committee provides multicultural awareness and inclusion in chapter activities, as well as outreach into the community in developing relationships with the different cultures present in the Dallas/Fort Worth area.

Monica Salazar, 214-291-2920, msalazar@rx-worldwide.net

Corporate Social Responsibility Committee

This committee provides awareness of Corporate Social Responsibility in chapter activities focusing on an element or topic in monthly programs and/or stand alone education events.

Neva Lamb, 972-986-5124, neva@ah-awardpro.com
Tara Judd, 214-978-0049, tjudd@unitedwaydallas.org

Industry Trends Committee

This committee provides awareness of Industry Trends in chapter activities focusing on an element or topic in monthly programs and/or stand alone education events.

Chair

OPEN

Audio Visual Committee

This committee will provide complete knowledge of Audio Visual equipment from start to finish in a hands on interactive opportunity. Each monthly meeting will showcase ordering, set up, possible load in/load out and costs associated with Audio Visual Equipment.

Bill Reeser, CMP/CTS, 214-623-1472, bill.reeser@freemanco.com

CMP Study and Special CMP Events Committee

This committee focuses on making sure each person that wants to sit for the CMP exam is provided ample information and time to study alone and/or with others. If you have your CMP, this is a valuable place to put your efforts in helping industry peers acquire their CMP designation.

Jayna Monroe, CMP, 972-296-3336, jaynamonroe@hotmail.com
Nancy Watts, CMP, 972-471-7461, nwatts@mannatech.com

Special Events

This committee focuses on special events in conjunction or over and above the monthly meetings and quarter education events. Typically, the special events are to bring benefit to the entire membership in education and networking opportunities as well as being a financial revenue stream to the Chapter.

Chef's Challenge, Thursday, February 28, 2009, Evening Meeting as a monthly program.

Steve Parker, CMP, 972-744-0660, sparker@culinaryartcatering.com

Supplier Showcase, Thursday, March 27, 2009, Lunch Meeting as a monthly program including Tradeshow with Guest Speaker(s) including several education topics.

Tierney Epton, 214-473-7923, tepstein@sdms.org

Education at Supplier Showcase

Richard Pollak, MBA, 972-267-8474, rbwentert2@aol.com

Golf Tournament, Spring date in partnership with The Hotel Association of Greater Dallas.

Donna Ramsay, 214-592-3972, rdramsay@msn.com

Silent Auction/Raffle, Two events to be held during the December Holiday Party, Thursday, December 18, 2008 as well as the June Awards Gala, Thursday, June 25, 2009. Committee will solicit gifts as well as run the fund raising events during the two monthly meetings.

Richard Pollak, MBA, 972-267-8474, rbwentert2@aol.com

ISES Olympics, Date and location TBD. Industry event competing and promoting team work within each association.

OPEN

CMP/CMM Breakfast, Date and location TBD. Typically held in June of each year celebrating the achievements of all CMP/CMM recipients as well as announcing the prestigious award, Colleen Rickenbacher Leadership Award.

Diane Smith, CMP/CMM, 817-891-1946, dianesmith@globalmeetingconcepts.com

FINANCE COMMITTEE

Dvorah Evans, CMP, VP Finance
214-421-5200
dae@dbcc.org

Matthew Massengale, DMCP, CMP, Director Finance
972-605-6418
matthew.massengale@eds.com

Chapter Charity Relations Committee

MPI DFW Chapter Charity Relations is committed to providing opportunities for Chapter Members, families and friends to have a positive impact on the local needs based organizations through charitable endeavors given "From the Heart" .

Kelly Roche, 972-252-7476, kroche@irvingtexas.com
Alison Kieckhafer, 972.661.2300, alison@theproducerslounge.net

JPA (Jan Pollard Award) Scholarship Fund for Professional Growth

JPA Scholarships provide qualifying MPI D/FW Chapter members with financial assistance to further their professional growth by funding a portion or all of the fees to attend educational/professional growth programs both at the chapter and the International levels. Examples include, but are limited to, the CMP Study Group and University, MPI PEC or WEC, CMM study program and the registration fee to attend a CIC Conclave.

There are two committees utilized in the administration of this fund:

- *JPA Scholarship Operations Committee* - Promotes and markets the raising of funds during the monthly chapter meeting to increase the level of funding available for scholarships. In order to do this, the committee solicits prizes for the ticket sales.

Lisa Carpenter, 972-292-5254, lcarpenter@visitfrisco.com

- *JPA Scholarship Review Team* develops the qualifying criteria for the distribution of the funds collected as well as review each application and distribute available funds.

Alyson Farmer, 817-212-2696, AFarmer@dfwworld.org

Sponsorship Committee

Solicits services and promotes sponsorships for monthly programs and special events. This committee will also work closely with other committees in documenting in-kind sponsorships for recognition.

Penni LeRoy, 682-518-6006, pleroy@alhi.com

Sponsorship Liaison Sub-Committee

This committee communicates with the sponsors to ensure all benefits.

Camille Gilmore, 214-495-0162, camilleg@venture2.com
Lauren Dunnaway, 214-706-9893, ldunnaway@ddresorts.com

Patricia Royal, CMP, 214-745-5343, proyal@winstead.com

Budget Planning & Review Committee

This committee will assist all Chapter committees in understanding the Chapter Budget, planning and being financially responsible for all chapter meetings. This committee will also develop Grant process through MPI International.

CHAIR OPEN

LEADERSHIP COMMITTEE

Jesh Batra, , Vice President Leadership

214-651-3628

jbatra@adolphus.com

Lawana Gladney, PhD, Director Leadership

972-889-9656

drgladney@drgladney.com

This committee provides a means for members to derive the greatest benefit from their participation in the chapter's many volunteer activities, while developing their skills to enable them to become leaders within the chapter. If you aspire to become an active volunteer or a future chapter leader, you can help establish the path to your own fulfillment by contacting this committee for guidance.

The areas of concentration for this committee include; Industry Leadership Council (your connection to other associations), Leadership Development, Awards/Recognition, Nominations and Succession Planning within our Chapter.

Mentor Program

The Fred H.Knieberg Professional Development Program offers the current best-in-class Growth Coach and Protege thought leadership. Consider working with us to provide growth through career development within our industry.

Elizabeth Chandler, 214-826-9431, echandler@mfi.org

Industry Leadership Council

The Industry Leadership Council will be charged with creating a council of other similar organizations and their leaders to discuss industry trends. The Council will review concepts such as one or two receptions for networking or a meeting with specific topics on exchanging ideas.

Robert Sanchez, CMP, 817-497-3060, rsanchez@marriottdfwcc.com

Awards/Recognition

Awards/Recognition will encompass the entire Chapter and work through the descriptions and procedures after all these categories have been finalized. The Committee will focus on the procedures for the top awards: Planner of the Year, Supplier of the Year and Rising Star and any other award and recognition categories as developed..

Deborah Cohen, CMM, 214-941-5022, DCohen@ulgdnctx.com

Nominations Committee

Develop and write out the procedures on how the committee is selected (maybe they apply for it and you have specific requirements; ie, a student, a long term member, a recent member, a certain number of planners/suppliers, past president, etc) and how the selection process is done and then we approve as a board.

Nancey Hernandez, CMP, 214-571-1052, nhernandez@dallascvb.com

Leadership Development Committee

Leadership Development Committee will be responsible for two events focused on leadership. One is tentatively scheduled in November to focus on the growth & leadership aspect of our members. One is tentatively scheduled in January for members interested in applying for the board. Each event will be different from the other and interactive to possibly include a “speed dating” event. One in May under consideration for Awards/Recognitions or geared toward new member or student leadership development.

Alison Kieckhafer, 972-661-2300, Alison@theproducerslounge.net

MEMBERSHIP COMMITTEE

Carrie Elder, CMP, VP Membership

972-687-8663

celder@tscpa.net

Timothy Arnold, Director Membership

972-624-1144

tarnold@hperformance.com

Whether your passion is recruitment, retention, orientation or member services, we have a place for you in membership.

Orientation

This committee presents the chapter’s orientation classes which are held just prior to monthly meetings, and is responsible for the chapter’s Buddy Program. This is a great opportunity to use your public speaking skills or to make a new member feel welcome.

Bruce Wolpert, CMP, 972-963-9094, Bwolpert@NYLOHotels.com

Member Care

This committee has lots of areas for involvement, that include member retention efforts by phone and e-mail, the MPI D/FW Spirit Award, the Circle of Commitment (membership pins), the member needs assessment, and other Member involvement activities.

CHAIR OPEN

Member Recruitment

If you like planning creative ways to attract new members and working to help people through the process of becoming a member, this committee is the one for you. This committee also has the opportunity to contact meeting guests and welcome them to the chapter.

CHAIR OPEN

Communications Liaison

This position works directly with the VP of Membership to coordinate the internal and external communications for all areas of Membership. This person will interface with Communications committees and will also provide some administrative support to the VP.

CHAIR OPEN

Registration

This committee assists in coordinating the volunteers who help each month at registration for our Chapter meetings and various functions.

Lauren Dunnaway, 214-706-9893, ldunnaway@ddresorts.com

Student Committee

This committee is responsible for creating a structured process for college students to network with other chapter membership. There is a focus on educating students in changing trends in the meeting industry & providing a structured internship program.

Shawn Quish, CMP, 972-202-1331, squish@wwmeetings.com

Phone Tree

This is a fun committee and gives you the opportunity to visit with members by phone. From time to time the Phone Tree makes calls to members to help promote special chapter programs. This is a nominal time requirement.

**Beverly Garlington, 972-871-5518, bgarlington@omnihotels.com
Melissa Cothorn, 214-259-0513, mcothorn@pacificahost.com**