



Capital Event

October 2013
Volume 10 Issue 10

INSIDE THIS ISSUE

- 1 President's Message
- 2 Setting Goals and Timelines
Chapter Business/Reports
- 3 PACT Recognition

President
Chris Schuh



President's Message

Good Day to all who are reading this message:

Welcome to SGMP Florida Capital Chapter newsletter. Our dynamic organization is a product of the work of our members and their commitment to enhance their education. The chapter committees; Community Service, Honors & Awards, Membership & Member Services, National Conference, Programs, Publications & Communications, Special Events/Fundraising, Sponsorship and Marketing, provide the opportunity for applied learning and volunteer work. By working on one of the committees, it is a "win-win" situation for you and the chapter.

If you would like to learn more about marketing and technology, then you should be a member of the Marketing Committee. Special Events and Fundraising are always in need of individuals who have ideas and the desire to learn how to host special events. The Program Committee envisions engineers and finds presenters for the educational presentations for the year, which are presented at each monthly meeting. If you like to write or proof articles, the Publications and Communications Committee needs you or can assist in developing your writing skills. The responsibilities of the Membership Committee involve contacting new members, registering members and guests at meeting, letting you know when your membership is about to expire and a myriad of other duties. The Sponsorship Committee members use their connections and relationships with suppliers in the hospitality industry to host our monthly meetings. The vitality, visibility and future of the organization rest with each of you, the members. Volunteer for your chapter and create a better organization. The list of Chairs and Board Liaisons are listed below. Call them and tell them you want to be an active member in the FL Capital Chapter.

*Florida Capital Chapter SGMP
Committees & Contacts
10/17/13*

Committee	Chair	Board Liaison
Community Service	Buenita Lee (850) 241-2919, buenitacarter@gmail.com	Cherry Faulk (850) 322-1069, cherryl.faulk@dji.state.fl.us
Honors & Awards	Mary Jo Ortiz (386) 947-8011, mortiz@pyramidhotels.com	Lydia Southwell (850) 245-9556, Lydia.southwell@fldoe.org
Membership Member services	Leola Cleveland (850) 599-3347, Leola.cleveland@famuedu	Ellen Sliger (850) 414-4795, Ellen.sliger@dot.state.fl.us
National Conference	Gloria Marion Smith (850) 488-6880 EXT.120, mithgl@leonschools.net	Chris Schuh (850) 339-8786, Cschuh2@gmail.com
Programs	Jennifer Anderson (850) 487-7813, andersonj2@leonschools.net	Gabrielle K. Gabrielli (850) 321-8222, gabrielle@gabrielleconsulting.com
Publications & Communications	Arlene Roberts (850) 245-9072, arlene.roberts@fldoe.org	Karen Lambert (850) 386-7500, klambert@mmihg.com
Special Events/Fundraising	Patty Ball Thomas (850) 599-3107, patty.thomas@famuedu	Amy Brown (850) 617-7510, Amy.brown@freshfromflorida.com
Sponsorship	Wendy Priesand (386)589-2512, wpriesand@shoresresort.com	Janet Roach (850) 528-4000, Janet.roach@visittallahassee.com
Marketing	Gabrielle K. Gabrielli (850) 321-8222, gabrielle@gabrielleconsulting.com	Betty Homan Bolick (407) 816-5071, Bhoman @thefloridahotelorlando.com

Our thoughts are with Paul Romero, Tampa Marriott Westshore, one of our sponsors for October who is recovering from an accident which occurred on his way to the meeting. Thank you Paul Romero and Chip Minick, Hutchinson Island Marriot Resort 7 Marina and the Sanibel Harbour Marriott Resort & Spa, for the wonderful lunch. We appreciate your commitment to the chapter.

Planning a Meeting: Establishing Goals and Objectives Using SMARTER Planning, presented by Jennifer Anderson

The presentation focused on the goals and objectives of SMARTER Planning and making sure they have the following components: Specific, Measurable, Attainable, Realistic, Time-Bound, Evaluate, and Re-Evaluate. The planning timeline should be relevant to the type of meeting considering how many months or weeks will be needed to complete the entire planning process. Additionally, planning of all types of meetings should have goals and objectives to identify the attendance, purpose, place and outcome expected to be achieved after the meeting. The meeting planner should finalize the entire process by Re-evaluating, Reassessing, Revisiting, and Reviewing.

Jennifer Anderson



SGMP Board

Chris Schuh
President

Amy Brown, CGMP
Immediate Past
President

Ellen Sliger, CGMP
First VP

Janet Roach, CGMP
Second VP

Cherryl Faulk
Secretary

Karen Lambert
Treasurer

Directors:
Dr. Gabrielle Gabrielli
Betty Homan
Lydia Southwell

Board Retreat, October 14, 2013

Attendees right to left; Lydia Southwell (back), Cherryl Faulk, Chris Schuh, Janet Roach, Jennifer Anderson, Amy Brown, Ellen Sliger, Arlene Roberts, Betty Homan-Bolick

Our Nine Step Strategic Focus was a big part of our working retreat. The following are the targeted task. We then worked through a description of how each of these tasks will be handled. A copy of this will be posted on the web site for your viewing.

1. Retain Membership
2. Emphasize sustainability
3. Focus on education
4. Enact appropriate roles and structures
5. Prioritize transparency
6. Monitor budget
7. Branding presence in the marketplace
8. Developing leaders
9. Building relationships with region



SGMP Strategic Planning
Retreat

14 October 2013

Looking Ahead

Regional Conference
August 10-12, 2014
Atlanta, GA

National Conference
2014 Portland, OR
2015 Minneapolis, MN

Monthly Board Meetings – same day as membership meeting

Members are welcome to attend, and minutes are available upon request.

Membership Report

55.9% Planners, 57 Planners
44.1% Suppliers, 45 Suppliers

Committee Chairs

Community Service, Buenita Lee; Honors & Awards, Mary Jo Ortiz; Membership, Leola Cleveland; National Conference, Gloria Marion-Smith; Programs, Jennifer Anderson; Publications, Arlene Roberts; Special Events, Patty Ball Thomas; Sponsorship, Wendy Priesand; Marketing, Gabrielle Gabrielli, PhD

PACT Recipients

Red, Blue, and White Danglers received by the following;

Red danglers for achieving 125 points; Jennifer Anderson, Cheryl Faulk, and Rita Healy-Driggers

Blue danglers reaching 350 points; Buenita Lee and Lydia Southwell

White dangler for achieving 700 points and joining six others to the top and final level; Janet Roach

Congratulations to our PACT Recipients for their support to the chapter!

P A C T **Participation** **Attendance** **Commitment** **Time**

What is PACT? - The Florida Capital Chapter's Member Enhancement Program

How the program works – You earn points by sharing your volunteer time to the chapter in many ways. Remember, you need to volunteer to earn these points. Three levels of commitment were established for receiving your three level danglers, and there are a different amount of points received for your volunteering;

- 1) 125 points – Red PACT dangler
- 2) 350 points – Blue PACT dangler
- 3) 700 points – White PACT dangler

Points are earned by being a board member, an active committee member, SGMP events, attending the regional and national conferences, sending in your RSVP for meetings, attending the meetings, working the registration desk, sending in an article for the newsletter, newsletter editor, program presenter, program sponsor, silent auction item, achieving professional designations, PACT maintenance, committee meetings, and more.

Points are added to the log after every meeting or when a committee report comes in.

PACT forms are located our web site, <http://www.sgmpfl.org/forms.shtml>

If you have questions regarding PACT, feel free to contact one of your board members or committee chairs. You may also contact Arlene Roberts, arlene.roberts@fldoe.org

Thank you to all who consistently do for the betterment of the chapter. Your commitment and sincere dedication is appreciated.

The picture of the six recipients mentioned above was not of printable quality.