



GOVERNMENT MEETING PROFESSIONAL

SOCIETY OF GOVERNMENT MEETING
PROFESSIONALS

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View the planner profile form that will be filled out by all new and renewing planner members by clicking [here](#).

A Look at the Magical Conference in Orlando

By Donna Carey, President, SGMP

Education is Magical in Orlando will be the theme for SGMP's Annual Conference. We will also be celebrating SGMP's 21st birthday. Conference coordinators, Ruth Harris, CMP, CTAS and Charles Sadler, CHSP, have planned an incredible educational event for us all. The program takes off with the pre-conference educational opportunities. The Educational Foundation will not only provide the Certified Meeting Professional (CMP) study course but also a new course for those seeking their Certified Hospitality Sales Professional (CHSP) designation. *Looking for Leaders* will continue with returning 2002 attendees and 2003 attendants. Debuting this year, there will be an exhibitors training session on Wednesday for those new to exhibiting to the government sector.

A patriotic opening will set the stage for our conference, featuring Atlanta Chapter president, Carmen Walker-Momon, singing the *National Anthem*. Keynote speakers such as Edward Donald and Mike Sears will add a magical twist to learning, and the Disney Corporation will provide a keynote presentation on customer service. Thirty-five workshops will feature sessions in meeting management, management skills, professional development, technology, and future focus. Future focus stands out this year as events in our own country make us more aware of words like *force majeure* and hotel contracts with attrition clauses. In order to inform participants, workshops are listed with a summation of the objectives that will be covered.

The evening activities will keep our attendees networking and enjoying the sights, with Disney Corporation and the Orlando CVB hosting our opening reception on Wednesday. The Educational Foundation's Silent Auction will take place on Thursday, May 22, with an auction preview reception on Wednesday evening May 21. Be sure to bring the checkbook or credit card to partake in this very worthwhile fundraising venue. Of course, cash works too! Friday, exhibitors take center stage and then the evening belongs to our founder Sam Gilmer. The Sam Gilmer Awards and Banquet Dinner will recognize the leaders this year, as well as the installation of the new 2003-2005 Board of Directors.

This conference could not take place without the support of member industry suppliers, who provide sponsorship. On behalf of

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SGMP, a gracious thank you to all who make our conference a complete success, our host the Rosen Hotel, educators and speakers, National Board, chapter presidents, second vice presidents, Educa-

tional Foundation, and of course our SGMP headquarters and conference staff. I look forward to seeing each and every one of you there, as it will be *magical!*

Are You Looking for Leadership Skills?

By Karla Starkweather

Find them at the Annual Education Conference in Orlando. The Rance R. Willis Educational Foundation *Looking for Leaders* program once again features Ed Tate of Enlightened Leadership International.

If leadership training is what you have been waiting for, we invite you to participate in this year-long program. For a mere \$100, you will have two full days, one in Orlando and one in Nashville, of interactive sessions learning concrete skills to help you both professionally and personally. As an added bonus, conference calls are scheduled periodically during the year to facilitate further learning.

Ed Tate has earned a reputation as the “speaker who energizes, educates, and entertains.” By working with you, he will help you get past the fear of change by “getting on with it” faster. *Looking for Leaders* is particularly helpful for those SGMP members holding or considering running for chapter offices.

The class will be held on Wednesday, May 21 beginning at 8 a.m. More information will be published in the conference registration booklet or you may contact Karla Starkweather via email at karla.starkweather@mhm.state.tx.us or (512) 206-4742.

Federal Travel Regulation: GSA Travel Advisory No. 8

On March 20, 2003, the following advisory was issued by GSA with respect to the current worldwide events.

Dear Federal Travelers and Federal Travel Managers:

We are all aware of the current international events, the continuing terrorist threats against our homeland, and we can never forget the terrorist attacks of September 11, 2001. However, we still have a job to do in support of America and our government, and to accomplish our job requires frequent travel within and outside the continental United States.

The General Services Administration (GSA) is committed to providing the most updated information possible for our customers. In this regard, we ask that all travelers be vigilant when traveling to ensure not only your own safety but also that of others. Be aware of your surroundings, especially overseas, and report anything suspicious to the proper authorities.

For travel overseas, the Department of State continually develops information on potential security threats that may affect the welfare of any U.S. citizen in foreign areas. This information is shared through the Department of State Consular Information Program. Public announcements, important telephone numbers, travel advisories, and travel warnings are listed by country on the

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Department of State Web site at <http://travel.state.gov>. Travelers are also advised to contact the nearest American Embassy or Consulate for further information in the locality of their permanent or temporary duty station.

Travelers are highly encouraged to review the posted travel advisories and travel warnings on a daily basis, as these advisories/warnings provide a host of important information for those traveling to foreign areas. Also review the GSA Web site (<http://www.gsa.gov>) on a daily basis for the latest information for travel within the continental United States.

As the current events change, we will update this advisory and permit deviations from the Federal Travel Regulation as necessary to ensure travelers

are able to return to their official station in a safe manner.

Travelers are also advised to contact their agency in the event of an emergency. If you have further questions, you may call GSA's Office of Governmentwide Policy, Jim Harte, Travel Policy Team Leader at 202-501-0483, or your agency's travel policy manager.

This advisory expires May 3, 2003, unless sooner revoked by the Office of Transportation and Personal Property, Travel Management Policy.

(signed)
Peggy DeProspero
Director, Travel Management Policy

SGMP Finds Its Own Plan for Economic Relief!

By Carl Thompson, Executive Director

By now, I am sure you have received word from your local board regarding the new membership dues structure for all SGMP members. The National Board and I have heard from numerous planner members stating that with the current budget cuts on the federal, state, and local levels, agencies are not providing assistance in paying for planner membership renewals or new planner applications. From the personal feedback that we have received from our planner members, state employees have not received any increase in salary for the last two years, and yet their health benefits costs have in some instances doubled. The result means that many planners would have to pay out of pocket, and the majority would not have the extra funds to do so.

The National Board and I spent an incredible amount of time during our past board meeting in late March struggling to come up with a way to assist planner members and make it more obtainable for potential planners to join. Retention of members has become a major problem; the economy has continued to decline and the war in Iraq has had a very negative impact on all budgets. Therefore, we felt that the action to lower the planner and the contract planner rates was a way of keeping our current members and increasing potential new members nationwide.

In order for the planner members to take advantage of the new rates, all renewing and new planner applicants **must** complete a **Planner Profile** sheet. This information is so important to our organization; it will give us validity and provide our supplier members justification in renewing and joining SGMP.

Although the new rate structure gives the planners a break in the cost, the supplier membership rate has increased from \$250 to \$300. This rate is still lower than most organizations in the industry, and offers monthly meetings to network with the planners; advertising opportunities in the local newsletters; advertising in our own *Government Meetings Advantage* magazine; advertising in the local and national membership directories; and the opportunity to exhibit at both local and national tradeshows. An added benefit that no other organization offers is that a supplier member can now take the CMP exam, and when they pass, SGMP reimburses them for the cost of the test. This will take effect July 1, 2003.

Effective April 15, 2003 - April 15, 2005, the rates are as follows: government planner \$25; contract planner \$75; supplier \$300; retired/student/educator \$25. We all realize that this new dues structure will take time to get accustomed to, but we know that with your support, this action is in the best interest of all those concerned.

Everything I Ever Wanted to Learn . . . I Learned at Education Day!

By Jennifer Anderson, University of Florida

Education is at the heart of the meetings industry. In an effort to provide a learning opportunity for government meeting planners, the Central Florida Chapter of SGMP conducted an Education Day. The goal was to hone their skills and obtain the necessary knowledge to do their jobs more effectively and efficiently.

Whether the attendee was a seasoned or novice meeting planner, everyone benefited. Seasoned planners went back to the basics to sharpen their skills; novices walked away with a sense of being able to conquer the meeting-planning world! The program included excellent topics such as:

- Expand your network of colleagues and meet others charged with the same responsibilities.
- Walk away with timesaving and cost cutting tips to do your job better, quicker, and easier.
- Learn how to put the CVBs to work for you.

- Find out how to become a Certified Meeting Professional and expand your career opportunities.
- Go back to work with a positively charged engine to make a difference in your work place.

Those who attended comprised of 70 percent government planners and 30 percent suppliers. Forty-seven percent were members of SGMP, while 53 percent were not. The effectiveness of the speakers averaged 4.3 out of a possible 5 points. While the educational content of the program averaged 4.4 points out of a possible 5. The SGMP Central Florida Chapter was able to acquire seven new members – four planners and three suppliers.

Congratulations to this chapter! If you have not seen their Web site, check it out at: www.sgmpcentralflorida.org.

So You Still Need to Register for the Annual Conference? Here's How!

Register on-line at www.pware.com/2386L or call Jeff at 407-363-5898.

Registration fees include official programmed events, materials, social events, and meal functions as outlined in the program. Payment must accompany registration forms. Registrations will not be processed without payment and complete information. (Government purchase orders and training forms are considered "payment." There is a \$15 surcharge when using these forms of payment. Fees for other activities are per person.)

The personal guest registration category is not to be used by co-workers or an associate within the industry. Persons eligible for SGMP membership must register as a member planner or supplier at the full conference registration fees.

Registration Fees:

- ✓ Government Planner Member: \$285
- ✓ Government Planner Non-Member: \$360

- ✓ Contract Planner Member: \$375
- ✓ Contract Planner Non-Member: \$525
- ✓ Supplier Member Non-Exhibitor: \$575
- ✓ Supplier Non-Member: \$1,050
- ✓ Guest: \$300
- ✓ Student: \$250
- ✓ Banquet Only: \$75

Special Assistance: Wherever possible, SGMP will assist you with special needs (physical, dietary, etc.). Please identify special needs on your registration form.

Cancellation and Refund Policy: Conference registration fees will be refunded (less a \$25 processing fee) for written cancellation requests postmarked no later than April 25, 2003. Refunds will not be issued for cancellations made or postmarked later than April 25, 2003, or for conference no-shows. If you are unable to attend and wish to send a substitute, you may do so at no charge.

Don't forget, the hotel cut-off date is April 28, 2003.

CHAPTER MONTHLY MEETINGS CALENDAR

Atlanta Chapter

- April 16: Government Affairs, Holiday Inn
- May 14: Make Meetings Work for You, Doubletree

Buckeye Chapter

- April 16-17: Education Conference, Holiday Inn

Central Florida Chapter

- April 17: Etiquette, UF TREEO Center

Florida Capital Chapter

- April 15: RFPs, Radisson

Greater Oregon SGMP Chapter

- April 8: Networking, Sweetbrier Inn
- May 13: Technology, Doubletree

Great Lakes State Chapter

- April 16: Disabilities, Athletic Club
- May 14: TBA, Westin Hotel

Heart of America Chapter

- April 16: TBD, Holiday Inn Northeast

Heart of Illinois

- April 29: CMP Presentation, TBA

Minnesota Northern Lights

- April 17: TBA, Radisson

NATCAP Chapter

- April 16: Supplier Appreciation, St. Gregory Hotel

Old Dominion Chapter

- May 7: TBA, Holiday Inn

Pacific Northwest Chapter

- April 9: Stress in the Workplace, TBD

Rocky Mountain Chapter

- April 22: Table Etiquette, Radisson Stapleton

Sacramento Chapter

- April 10: Silent Auction, CSUS Alumni Center
- May 1: Transportation, Hawthorne Suites

Saint Louis Gateway Chapter

- April 23: Refresher Course, Mayfair
- May 28: Etiquette, Radisson

San Francisco Bay Area Chapter

- April 17: F&B Cost-Cutting, Executive Inn

Texas Lone Star Capital Chapter

- April 10: Campaign Speeches, Renaissance Hotel
- May 8: Etiquette, TBA

Wild West Chapter

- April 10: Working with Speakers, TBA
- May 8: Site Selection, Marriott

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- **Vice Chair, CMP Certification & Professional Development:** Pamala Corona, CMP (Phone: 916-654-7940)
- **Vice Chair, Chapter Assistance:** Martha Little, CMP (Phone: 800-366-2427)

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