



Save the dates for the Annual Education Conference in Atlantic City, New Jersey, May 2–5, 2007!

Join fellow SGMP members for an extraordinary educational event in Atlantic City, New Jersey, May 2 – 5, 2007. This year's theme is *The Crowning Touch of Education*, as we join in celebration of our 25th anniversary. You will find amazing keynotes this year with Heather Whitestone McCallum, former Miss America, and Captain Gerald Coffee, United States Navy (retired). Their amazing stories and messages are from two very different experiences. Ms. McCallum was the first Miss America with a disability (hearing impaired); Captain Coffee is a decorated military officer, receiving the Distinguished Flying Cross, and one of the longest surviving POWs (seven years) after being shot down over North Vietnam.

The line up of six education tracks over the course of the conference will provide you with plenty of knowledge, development, and motivation to take back home and put into practice. And, don't forget about the networking opportunities available at all of the functions and our popular trade show, where you will meet new and old business friends. The SGMP trade show will be very exciting this year and suppliers can view the Exhibitor Registration on the SGMP Web site.

Our host hotels, the Sheraton Atlantic City and the Tropicana are top-notch properties, both with their own unique locations and amenities that certainly will enhance your conference stay as they roll out the red carpet. So keep checking the SGMP Web site, www.sgmp.org, for updates to the events and the celebration of SGMP's 25th anniversary as we prepare the crowning touches for your arrival in May 2007!

Nominations & Elections Open

The 2007—2009 nominations and elections for SGMP's National Board of Directors information is now available on our Web site, www.SGMP.org.

The deadline for applications is **November 30, 2006**. See the complete timeline on page 3.

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Gilmer Institute of Learning

By Charles S. Sadler, CHSP, Deputy Director

At the July 2006 National Board meeting in Alexandria, Va., the status of the election process for the Institute was reviewed to solve the issue of jump starting the Gilmer Institute of Learning. Through a society-wide referendum in the spring, the membership overwhelmingly approved the restructuring of the now former Rance R. Willis Education Foundation to the Gilmer Institute of Learning with a bylaw change. In the process, the national scholarship program was renamed the Rance R. Willis Planner Development and Supplier Development Scholarships. In order to get the Institute up and running, the Board proposed a **society resolution**—providing the necessary outline to proceed with our vision of what the future Gilmer Institute of Learning will be when all the challenges are met.

As part of the groundbreaking creation of the Institute, the Board appointed trustees to make up the first Institute leaders, along with their National Board chair liaison (see table).

The Institute’s first meeting will be at the Joint Leadership Forum with the National Board, SGMP headquarters staff, the Chapter Presi-

COMMITTEE	CHAIR	TRUSTEES
Scholarship	Claudette Ferris CPS/CAP	Robin Wilson, CMP, CGMP; Grace Nied, CGMP; Rhonda Wise, CGMP
Education & Certification	Lagina Fitzpatrick, CMP	Pamala Corona, CMP, CGMP; James Fausel, CMP, CMM; Mary Lou Eckstrand, CMP, CGMP; Ralph Menzel, CMP
Endowment	Donna Cottle, CMP	Darryl Arancio, CHSP, CGMP; Teri Anticevich, CMP; Dianne Doughty, CHSP

dent’s Roundtable, and the Supplier Leadership Roundtable in Houston, Texas, January 11-14, 2007. Goals will be determined, including how the Institute will operate and provide services to the members and the society. The Institute will grow and expand to be an integral part of SGMP providing scholarships, education standards and resources, and leadership training to work with corporate endowments to enhance the overall professional and personal development of SGMP’s members.

Congratulations New Certified Government Meeting Professionals, November 2006!

Emily Buckham, CGMP
 Keena Collins, CGMP
 Dee Anne Holcomb, CGMP
 Margaret McGowan, CGMP
 Kelly Roche, CGMP

Kathleen Syversen, CGMP
 Linda Jackson, CGMP
 Amy Carlisle, CGMP
 Linda Heaton, CGMP
 Tammi Olson, CGMP

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SGMP.org: It's All New!

SGMP has a new, improved Web site—same address—new look! SGMP's site, www.sgmp.org, is more user friendly and more up-to-date. There are drop down menus, which clearly state where everything is located, and more current news is featured on the home page.

Access the Members Only section by selecting a sub-menu item from the Members Only drop-down. You will be directed to a log in page.

Your password is the first four letters of your last name and your membership number (unless you have changed it). If you are a supplier and you replaced another person's membership, the password will be under the original member's last name and membership number. If you have any questions or cannot access the Members Only section, please contact Carrie Elkins at carrie@sgmp.org.

2007 – 2009 Nominations and Elections Timeline

November 30, 2006: Deadline for nomination forms; postmark of November 30 required.

Nov. – Dec. 2006: N & E Committee verifies and approves candidates, solicits other candidates if needed, establishes official nomination slate for approval by Board.

January 17, 2007: Approval of official nominations slate at national Board meeting.

January 22, 2007: Release official Nomination Slate of Candidates. Candidates may send information to chapters from this date through March 7, 2007.

February 14, 2007: Headshot and candidate profile due at national headquarters office.

February 26, 2007: Official election ballots prepared.

March 7, 2007: Ballots posted on secured Web site.

March 14, 2007: Deadline for members voting.

March 26, 2007: Ballots counted. N & E chair notified of results.

April 4 – 5, 2007: N & E Committee notifies candidates of results.

April 12, 2007: Official letter sent out to candidates with election results.

April 20, 2007: Election results published on national Web site, press release sent out, etc.

May 4, 2007: 2007 – 2009 Board of Directors installed at annual conference.

July 1, 2007: New Board takes office.

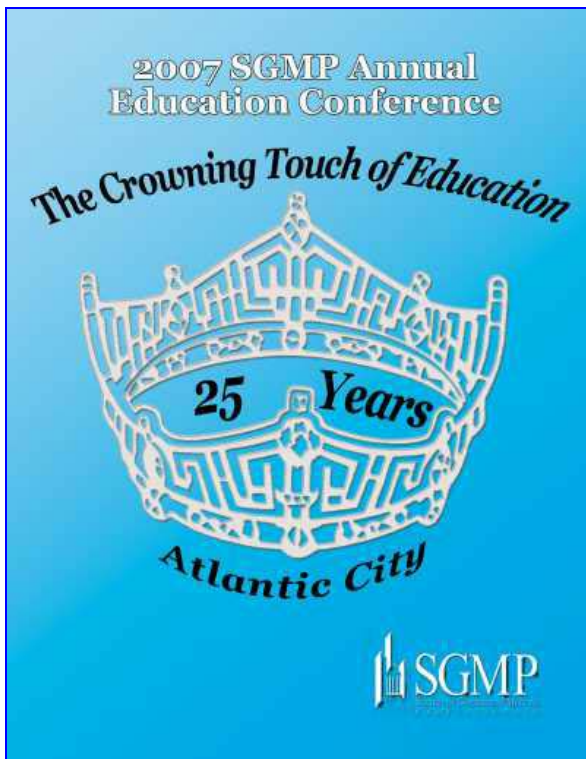
2007 Scholarship Opportunities for Annual Conference

The Society of Government Meeting Professionals is offering scholarships to the 2007 Annual Education Conference, **May 2-6, 2007**, in Atlantic City, New Jersey.

The *Rance R. Willis Planner Development Scholarships* can be awarded to a government planner and contract planner as a partial expense supplement or as a full-paid scholarship to the conference.

The *Rance R. Willis Supplier Scholarship* offers supplier members a full, course-fee scholarship to take the course and the exam for the new **CHSC**, Certified Hospitality Sales Competencies, held during the conference in partnership with HSMIAI.

Please go to the SGMP Web site, www.sgmp.org and download the appropriate scholarship form on the home page or from the Gilmer Institute of Learning link.



All applications must be received at SGMP headquarters office by close of business, January 5, 2007. Your application will be forwarded to the SGMP Trustees that serve on the Gilmer Institute of Learning responsible for scholarships. Scholarship awardees will be announced January 22, 2007.

SGMP continues to provide its members with outstanding opportunities for educational and professional development; the scholarship program is a key commitment to maintaining our core educational mission.

If you need financial assistance and meet the basic scholarship criteria, send your application to:

SGMP Headquarters
908 King Street, Lower Level
Alexandria, Virginia 22314

This is a great opportunity to be a part of the 2007 Annual Education Conference and SGMP's 25th anniversary celebration. Don't miss it!

Announcing the 2007 National Charity

SGMP continues its tradition of providing financial support by raising funds for a local charity in the host city of the Annual Education Conference. At the 2007 conference in Atlantic City, N.J., we are proud to support The Arc of Atlantic County, a private nonprofit organization that has been making a difference in the lives of people with developmental disabilities and their families since its founding in 1961.

July 2006 National Board Meeting Highlights

The following actions were approved by the National Board:

- Approved new policy, effective September 1, 2006: Chapters that fall below the 50/50 membership ratio will forfeit revenue sharing for each month they are not in compliance and they will not start receiving revenue share funds until they have reached the 50/50 membership ratio.
- Approved the revenue sharing withheld from chapters below 50/50 will be designated for future scholarships, effective July 2006.
- Approved for Carl Thompson, CGMP, to proceed with the 25th anniversary commemorative magazine.

Board Resolution Gilmer Institute of Learning

Be it resolved that the bylaw covering the trustee positions will be followed once sufficient, qualified volunteers are recruited to meet the requirements of the bylaw. In the interim, the makeup of the trustee positions will be modified to allow the Institute to begin activities, as follows:

- **Scholarship:** three trustees
- **Education and Certification:** three trustees
- **Endowment:** three trustees

SGMP will continue efforts to build the Gilmer Institute of Learning to the point where elections of these positions will occur in accordance with the bylaws.

New 50/50 Policy has Immediate Impact

By Charles S. Sadler, CHSP, Deputy Director

SGMP is one of the rare organizations that has its membership policy affected by government regulations. Members from the federal government cannot belong or professionally associate with an organization comprised of more than 50 percent of other members in non-government categories. Hence, SGMP must maintain a 50/50 ratio of government planner to supplier. As a member of SGMP, you will find this important standard written into our bylaws, policies, and procedures.

In July 2006, the National Board was faced with an increasing number of chapters falling below the 50/50 policy. In three months, it went from six chapters to 12—almost half the chapters. It was time for a wake-up call to our chapter leaders to make this a chapter priority, as the situation could start to threaten the loss of federal planners. Unfortunately, this measure had to come with economic sanctions to the chapters. Any chapter that

fell below the 50/50 policy had to forfeit its chapter revenue sharing for that month. Although not popular with the chapter leaders, it has brought immediate action and results.

Chapter presidents have done an outstanding job in understanding the issue and taking action to get or to keep their chapters in compliance. As of November 2006, only two chapters are not in compliance with the 50/50 ratio. Membership is a key component of who we are; how we maintain our membership levels is a sign of our success.

**Next SGMP Joint Meeting for
National Board, CPR, and
SLR, January 11–13, 2007,
Houston, Texas.**

Program of the Year and Newsletter of the Year Updates

By Charles S. Sadler, CHSP, Deputy Director

It is time to start thinking about the Sam Gilmer Awards, where outstanding and exceptional chapter programs and newsletters are honored for meeting the goals of SGMP and meeting the needs of chapter members. All that hard work your member volunteers did over the calendar year needs to be recognized. We urge all chapters to enter both the Program of the Year (POY) and the Newsletter of the Year (NOY) competition to honor your volunteers that handled programs or wrote or edited your chapter newsletters.

Remember the following when competing in the POY:

- Good programs will keep members coming back. The success of your monthly meetings should be evaluated on the value the program brings to your members.
- Chapters are required to provide 10 programs each calendar year.
- Eight programs must be related to meeting

management and two programs may be personal or professional development.

- Select your most innovative chapter program to enter.
- **POY entries are due to headquarters February 5, 2007**; the forms can be downloaded from the Web site, located in the *Chapter Officers Handbook*.

Keep in mind the following when competing in the NOY:

- The chapter newsletter is an important communication tool.
- Select three newsletter issues for the panel of judges to review.
- Download and review the new NOY standards on the Web site, located in the *Chapter Officers Handbook*.
- **2006 NOY entries must be sent to headquarters by January 31, 2007.**

SGMP's CMP Study Course New and Improved in 2007

By Charles S. Sadler, CHSP, Deputy Director

SGMP members have been willing participants over the years in the pre-conference CMP Study Course—2007 provides another opportunity! The course in Atlantic City, N.J., at the 2007 annual conference begins Monday, April 30, 2007 and concludes May 2, 2007. It is a two and one-half day review of the Convention Industry Council's (CIC) standards for meeting planning.

This year Joanne Dennison, CMP, will be the course mentor and instructor. Joanne is president of Ordinary Success Inc., in Martinsville, New Jersey. She comes to SGMP with a proven track

record of leading CMP study groups for many years.

This year's fee for the course, materials, and mock exam are \$250 for an SGMP member. Registration is simple. When you are filling out your conference registration, be sure to also select the CMP Study Course. We look forward to another full class in 2007—all eager to get their CMP by the end of the year! SGMP continues to provide its members with the training and opportunities to enhance their personal knowledge and professional career. Take that step in Atlantic City to be a certified meeting professional!

Fiscal Year 2007 Per Diem Highlights

How does GSA establish per diem rates for the continental United States (CONUS)?

GSA establishes the CONUS per diem rates providing the maximum reimbursement allowances up to which federal employees are reimbursed by their agencies for expenses incurred while on official travel. The CONUS per diem rate for an area is actually three allowances in one—the lodging allowance, the meals allowance and the incidental expense allowance. Most of the CONUS (about 3,000 counties) are covered by the standard CONUS lodging per diem rate which is currently \$60. In Fiscal Year (FY) 07, there are about 400 Non-Standard Areas (NSA) that have per diem rates higher than the standard CONUS.

Since FY 05, NSA rates have been based on the Average Daily Rate (ADR). This data is obtained through a GSA contract with a leading provider of lodging industry economic data. The ADR is a widely accepted lodging-industry measure based upon a property's room rental revenue divided by the number of rooms rented as reported by the hotel property to the contractor. This calculation provides us with the average rate that rooms rent in a given area.

For rate setting, GSA is required by law to use only properties that are certified as being "fire safe" and in compliance with the Hotel & Motel Fire Safety Act of 1990. This requires smoke detectors and automatic sprinkler systems in each guest room.

As in FY 06, we still use:

- Only "fire safe" properties;
- Properties that fall within the mid-price range. This range includes all properties from the lowest to the highest of the mid-price, upper and upper-upscale properties in an area;
- Data from the prior 12 month period. For FY 07, this is from April 2005 through March 2006;

- Business travel week data (Monday through Thursday); and
- Ceilings and floors.

In FY 07, we have refined our methodology. We now:

- Select mid-price properties from zip codes where the majority of federal travelers stay; and
- Redefined 20 NSAs and set rates for 6 new areas. These areas have been reevaluated for M&IE rates.

To view the current per diem rates, visit www.gsa.gov/perdiem/.

Source: General Services Administration Web site: FY07 Per Diem Highlights, http://www.gsa.gov/Portal/gsa/ep/contentView.do?programId=9704&channelId=-15943&ooId=16365&contentId=21402&pageTypeId=8203&contentType=GSA_BASIC&programPage=%2Fep%2Fprogram%2FgsaBasic.jsp&P=MTT

**Become a sponsor of
the Annual Education
Conference in Atlantic
City, NJ. Download the
available opportunities
via our Web site,
www.sgmp.org.**

Conference Registration and Housing Dates

General attendee registration will be available at www.sgmp.org on **February 1, 2007**. Housing opens for reservations for all attendees **January 8, 2007**. Rates are **\$114** plus local taxes for planners and suppliers.

Planners

Sheraton Atlantic City Convention Center
Hotel
Two Miss America Way
Atlantic City, New Jersey 08401
609-344-3535 or 800-325-3535
www.sheraton.com/atlanticcity

Suppliers

Tropicana Casino and Resort
Brighton and The Boardwalk
Atlantic City, New Jersey 08401
1-800-THE-TROP or 1-800-843-8767
www.tropicana.net

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MO 65049; 573-365-2334;
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Director (Supplier): Donna Cottle, CMP

SGMP Annual Education Conference Registration Fees

Registration for the Annual Education Conference
in Atlantic City, May 2 – 6, 2007, begins February
1, 2007. Following is a listing of registration fees.

Government Planner Member	\$315
Government Planner Non-Member	\$390
Contract Planner Member	\$400
Contract Planner Non-Member	\$565
Associate Supplier Member	\$540

Associate Supplier Non-Member	\$590
Supplier Member Non-Exhibiting	\$600
Supplier Non-Member	\$1100
Guest	\$325
Banquet	\$75
Student Member	\$270
Retiree Member	\$315

**Please note: Fees have increased by \$15.*

2006 SGMP Chapter Calendars

Buckeye Chapter

Dec. 11: Professional Designation and Continuing Education, State-house Atrium

Central Florida Chapter

Dec. 14: Holiday Event and Supplier Appreciation, Emerson Hall

Crossroads of America Chapter

Dec. 12: Holiday Event, Holiday Inn

Florida Capital Chapter

Dec. 12: Holiday Event, The Florida Hotel and Conference Center
Jan 15: Become More Involved with SGMP, TBD

Greater Oregon Chapter

Dec. 7: Effective Leadership, Doubletree Lloyd Center
Jan. 4: Ethics in Procurement Practices, Holiday Inn Convention Center

Heart of America Chapter

Dec. 6: Taking Care of Yourself and Your Employees, Radisson
Jan. 17: Homeland Security, Holiday Inn

Michigan Chapter

Dec. 13: Effective Meeting & Event Management, Henry Center

Missouri State Capital Chapter

Dec. 1: Holiday Event, Jeremiah's at Toad Cove

National Capital Chapter

Dec. 13: Holiday Event, Sheraton National Hotel
Jan. 17: Dual Track Session for Planners/Suppliers, Atrium Court

North Carolina Chapter

Dec. 6: Holiday Event, Brier Creek Country Club
Jan. 3: Technology, The Siena Hotel

Northern Lights Chapter

Dec. 12: Holiday Event, Ramada Inn & Thunderbird Convention Center

Old Dominion Chapter

Dec. 6: Holiday Event, Virginia Crossings Conference Center
Jan. 3: Emergency Preparedness, Holiday Inn

Rocky Mountain Chapter

Dec. 12: Disaster Planning, Sheraton DTC
Jan. 23: Meeting 101/Membership, Holiday Inn Lakewood

Sacramento Chapter

Dec. 7: Holiday Event, Courtyard by Marriott
Jan. 4: How to Network, La Quinta Inn & Suites

San Diego Chapter

Dec. 13: Holiday Event, Handlery Hotel

San Francisco Bay Area Chapter

Dec. 14: Holiday Charity Event, Sir Francis Drake Hotel
Jan. 18: Supplier Appreciation and Member Awards, TBD

St. Louis Gateway Chapter

Dec. 20: Holiday Event, St. Louis Marriott West

Tennessee Chapter

Dec. 12: Holiday Event, Sheraton Downtown

Texas Lone Star Capital Chapter

Dec. 7: Holiday Event, Doubletree

Featuring Your Chapter President!

In the next newsletter, we will be featuring two or three chapter presidents. Find out how long they have been a member, what activities they are spearheading for their chapter, and more.

Attendee Registration

begins February 1, 2007!