

March 2011
Volume 8, Issue 3

Capital Events



Special Interest Articles:

- Excel Secrets

Website/Newsletter
We have room -
Remember to buy
your AD for the
Web Site and
Newsletter



Individual Highlights:

President's Message	2
Committee Reports	2
Next Meeting Date	2
About SGMP	2
February Charity	3
Hotel Ad	4
New Member	4
Honors & Awards	4
SAVE The DATE	5

"Ten Excel Secrets Every Planner Should Know" "

The program for the evening was presented by our President, Ms. Amy Brown, who presented on "10 Excel Secrets Every Meeting Planner Should Know". The Power Point presentation included demonstration of the tips, answers to questions and a "how to" approach featuring the use of the Excel program for meeting planners. This presentation was one of national's programs created by Charles Sadler.



Above from left to right, Buenita Lee, program committee, our presenter for the evening, Amy Brown, and Gloria Marion-Smith, program committee.



Left, our sponsor, Jenny Dawson, Tallahassee Capital Courtyard by Marriott, Amy Brown (center), and Brennan Fogarty, General Manager (right)

Our host had a display of food kept going and going and going; pizza, chicken wings, French dip, Rubeen, soup, salad, quesadillas, ribs, roasted chicken, fries, fudge, and lemon cake. All mouth watering and absolutely delicious.

Thank you for your continued support.

"Spring is on the Way"
to you from the mystery writer



President's Message – Amy Brown, CGMP, Florida Capital Chapter President

Spring is here and we are having some beautiful days. I want to send out a few updates to everyone on upcoming events.

Our National Education Conference will be held in Norfolk beginning June 8. We have five members who applied and received partial scholarships from our chapter to attend this Conference; Gabrielle Gabrielli, Gloria Marion-Smith, Buenita Lee, Margaret Whitaker, and Ray Lowe received the honor because of their chapter involvement.

Scholarships are awarded to members based on their involvement with the chapter. It is easy to earn points. You earn points by serving on committees, your RSVP for meetings/events, attending meetings, submitting articles for the monthly newsletter, etc.. You need to volunteer and work towards your scholarship points. .

I also want to remind you that the Regional Conference will be held in September. Information regarding the Regional is on the home page, www.sgmpfl.org. Registration is already open and waiting for you to sign up. We hope to have a great turnout.

One more reminder! Make sure you submit your nominations for the Honors & Awards Banquet to be held in June. Forms for "Planner of The Year" and "Supplier of The Year", and Member's Choice are on the web to download. If you have questions, please contact Arlene Roberts, arlene.roberts@fldoe.org .

Remember SGMP is here to serve you, so "Connect to Government meetings - Plug into SGMP"!

Please do not hesitate to e-mail me Browna@doacs.state.fl.us or call me (850) 617-7510 with any of your suggestions, questions or concerns.

Thanks again for your valuable support and encouragement.

April Membership Meeting
sponsored by Hilton Sandestin Beach Golf Resort and Spa
Tuesday, April 19, 2011
RSVP – www.sgmpfl.org
Remember to RSVP and pay on-line to save time at the meeting.

Membership Report

As Of Our 2/2011 Report
 55.5% Planners
 44.5% Suppliers
 Planners – 71
 Suppliers – 57
 Not including retirees or
 Educators/Students

Monthly Board Meetings

The Board meets the same day and place as the membership meeting beginning at 4:30 pm. Members are welcome to attend, and minutes are available upon request.

Looking Ahead – National Conferences

June 8-11, 2011 - Norfolk, VA
 May 16-19, 2012 – New Orleans, LA

A Need to Know – Upcoming Programs

April 19, The Cost of Doing Business
May 3, Supplier Appreciation
 June 14, Honor and Awards Banquet

Committee Chairs

Archives, George Fong
 Community Service, Gabrielle
 Honors & Awards, Arlene Roberts
 Member Services, Melissa Jackson
 Membership Recruitment and Retention,
 Lydia Southwell
 National Conference, Amy Brown
 Programs, Gloria Marion-Smith
 Publications, Arlene Roberts
 Special Events, Karen Lambert
 Sponsorship, Claire Smith
 Fundraising, Joice Ventry
 Web, Janet Roach

About the organization - The SGMP Florida Capital Chapter chartered June, 1989 with 35 members. The chapter offers a variety of services to its members, including monthly educational programs, leadership opportunities, social activities and a strong code of ethics.

Mission Statement - The Society of Government Meeting Professionals is a national organization dedicated to improving the knowledge and expertise of individuals in the planning and management of government meetings through education, training, and industry relationships.

March - National Charity

Virginia Wounded Warrior Program (VWWP)

Our NEC host cities always provide outstanding hospitality and resources to ensure SGMP members have a most successful conference each year. SGMP always strives to leave an imprint on the community that has welcomed our attendees with open arms. The Commonwealth of Virginia is home to approximately 820,000 veterans...which means that one of every 10 citizens is a veteran. We are confident that—through our members' generous support of VWWP—we can have an impact in our host state.

VWWP is a legislatively-mandated program operated by the Virginia Department of Veterans Services in cooperation with the Department of Behavioral Health and Developmental Services and the Department of Rehabilitative Services. It was established in 2008 in response to the growing need to improve and expand services to our nation's veterans and their family members whose lives have been touched by stress-related injuries or traumatic brain injury.

SGMP's Old Dominion chapter (based out of Richmond, VA) will spearhead SGMP's efforts to raise funds this year for a cause and a program to which we are all connected simply by being an American. The next six months will be an opportunity for each chapter to begin its promotions and work closely with chapter president Joyce Foggand chapter immediate past president Gloria Colvin to make the national charity a success. The program's newest campaign-"We are Virginia Veterans"-is targeted to reach all eras of veterans and their family members who may benefit from the services and draw strength from the Virginia communities and national supporters such as SGMP.

All chapters and members will soon receive information from our Old Dominion chapter on the 2011 SGMP national charity. For more information now on the Virginia Wounded Warrior Program, visit www.wearevirginiaveterans.org.

This article is taken from the National web site,
<http://www.sgmp.org/nec2011/charity.cfm>

Remember to place your ad. We will display this in the monthly newsletter and on our web site.
We have the space waiting for you!

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E-MAIL MARCIA BURKS @ mburks@thefloridahotelorlando.com

Florida Hotel and Conference Center

1500 Sand Lake Road

Orlando, Florida 32809

407 816-5071 direct line - 407 855-9863 fax



Honors & Awards

It is that time again to nominate someone you think has gone above and beyond the call of duty. The nomination forms for “Planner of The Year”, “Supplier of The Year”, and “Member’s Choice” are now on the web site for you to download. They are located on the home page as well as the “FORMS” tab. Please take time to make your voice heard by nominating a fellow member for one of these awards. The Honors & Awards banquet will be held June 14, 2011 to honor those who have given their time, commitment, and dedication to the chapter. Nomination forms are due not later than April 19, 2011. Thank you.



Join in to welcome one of our new members to the chapter, Eloise Williams, Senior Management Analyst II, Division of Internal & External Services, Department of Elder Affairs.



Save the Date
September 11-14, 2011



2011 The Shores Resort & Spa in Daytona Beach Shores, FL
September 11-14, 2011
Southeast Regional Education Conference

Mark your calendar (September 11-14, 2011) and make plans to join us at the Southeast Regional Education Conference for this premiere event!

- Develop skills to position yourself as a strategic asset to your organization
- Get up-to-speed on industry developments and learn ways to plan more efficiently
- Learn how to work with tighter budgets and less staffing, all while facing higher expectations
- Tap into SGMP's vast network of contacts and established partners
- Learn new planning tools that will help you save time, minimize errors, reduce costs and increase your quality of service

The event will take place at the beautiful **Shores Resort & Spa** in Daytona Beach Shores, FL.

Visit us online at:
sgmpseregionalconference.org

