


PRESENTED BY: Insert Presenter
Insert Term Dates



TABLE OF CONTENTS

- ▶ General Responsibilities of Board Participation
 - ▶ Legal Responsibilities of Board Participation
 - ▶ Using the Chapter Leadership Resources on www.mpiweb.org
 - ▶ Policies & Procedures Overview
 - ▶ Chapter Calendar
 - ▶ Association Management Overview
 - ▶ Overview of Vision & Goals for (insert term)
- 



- ▶ Understand the chapter's budget and share it with the committee
- ▶ Review the monthly financial reports, question any discrepancies, confirm with committee
- ▶ Ensure important documents are shared and confirm accuracy for the business plan, sponsorship tracking updates, etc.

BOARD LIAISON RESPONSIBILITIES



- ▶ Discuss board decisions with committee that impact their event/initiative
- ▶ Ensure monthly committee reports are submitted and accurate
- ▶ Bring important committee discussions to the board that require board consideration or approval

BOARD RESPONSIBILITIES



MONTHLY BOARD MEETINGS DOCUMENTS

- ▶ Board Reports

Action - Prepare as required by chapter and submit by assigned deadlines

- ▶ Board Meeting Agenda

Action - Read through in advance. E-mail or call your VP if you need any items added to the agenda in your particular area.

- ▶ Committee Reports - Committee communication that reports activities for the previous month

Action - Read each report thoroughly prior to our meeting. Call the Director of a committee if you have a question about the report.

- ▶ **Previous Month's Financials** -Historical report of the expenses and revenue accrued by the Chapter, and a forecast for expenses and revenue for upcoming Chapter endeavors.

Action - Review each page for any large (+) or (-) in any category and make note. Look at your budget areas and if you feel there are inaccuracies in either reporting or forecasting in a particular area, call VP of Finance. Any changes to the budget require a Motion to the Board.

MONTHLY BOARD MEETINGS DOCUMENTS

- ▶ **Board Meeting Motions** - These are changes to the Chapter's Policies & Procedures.

Action - Read through in advance. Approach the Director with questions in advance so they may include their answer in a presentation, saving time.

- ▶ **Sponsorship Tracking Report** - Status of confirmed sponsorships and the value of those sponsorships

Action - Read through the report and make note of any sponsors you could personally thank on behalf of the Chapter at the next event you attend.

MONTHLY BOARD MEETINGS DOCUMENTS



Questions?



Legal Responsibilities

MPI VISION: BUILD A RICH GLOBAL MEETING INDUSTRY COMMUNITY

MPI Mission:

**Make our members
successful by building
human connections to:**

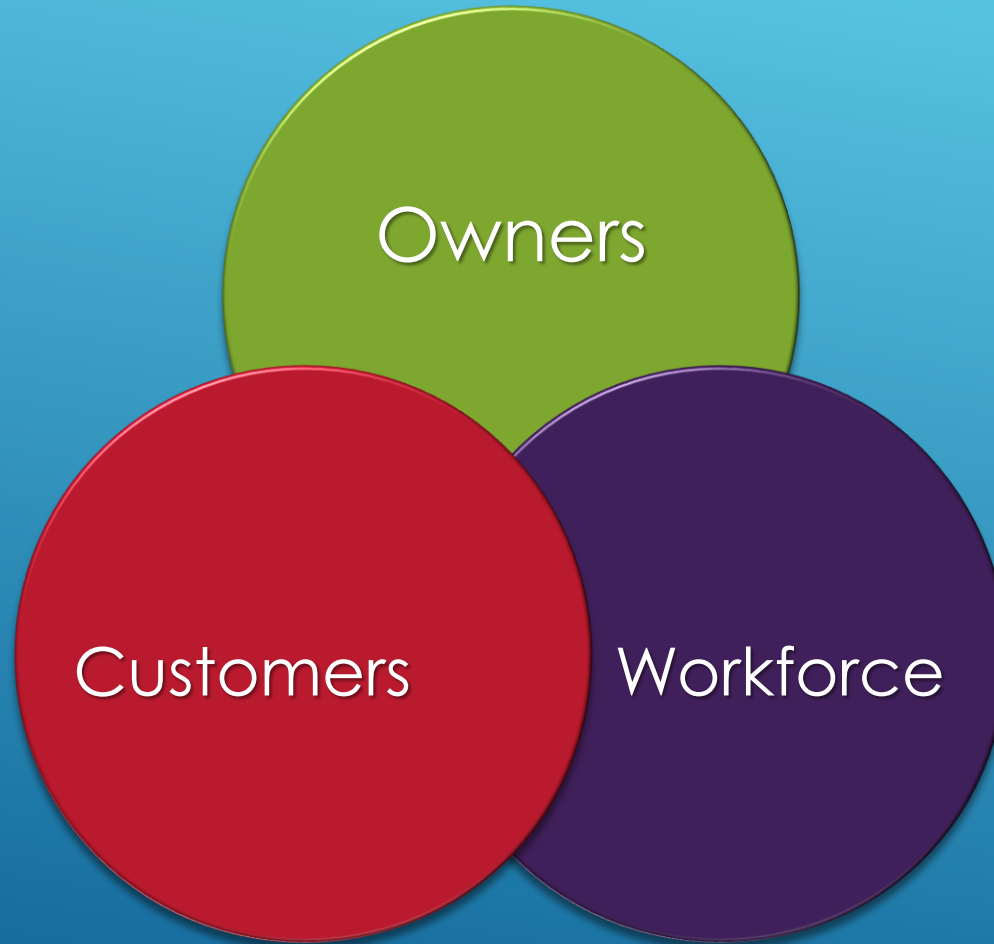
- **Knowledge/Ideas**
- **Relationships**
- **Marketplaces**

**The Vision is delivered by four
strategies:**


- ▶ **Evolve to a global community**
- ▶ **Re-imagine our business
relationship with chapters**
- ▶ **Elevate the member
conversation and experience**
- ▶ **Build a great organization**

ASSOCIATIONS ARE UNIQUE

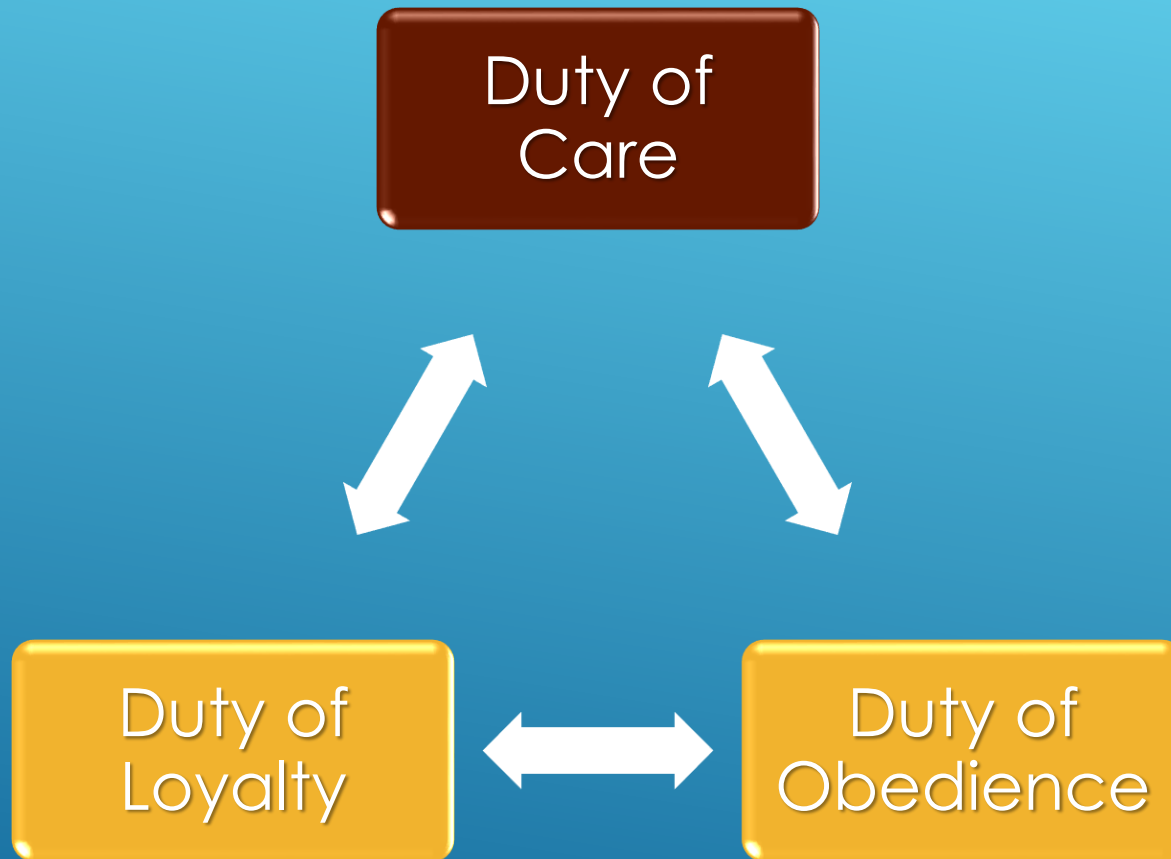
The same group of people are the:



BASIC RESPONSIBILITIES OF BOARDS


- ▶ Determine and advance mission & values
 - ▶ Manage organization's resources
 - ▶ Disclose conflicts of interest
 - ▶ Maintain confidentiality
 - ▶ Be informed
 - ▶ Determine and monitor programs & services
 - ▶ Enhance image & promote organization
 - ▶ Select, support and review management
 - ▶ Assess performance
- 

LEGAL DUTIES OF BOARD SERVICE



LEGAL DUTIES

▶ **Duty of Care**

- ▶ Attaches to you personally
 - ▶ Protect confidential information
 - ▶ Responsible to entire membership
 - ▶ Be informed; participate; understand
 - ▶ Informed and independent judgment
 - ▶ Duty continues indefinitely
- 
- A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, set against the blue background.


LEGAL DUTIES

▶ **Duty of Loyalty**

- ▶ Speaks to situation at hand
- ▶ Association comes first
- ▶ Personal gain; Conflict of interest
- ▶ Best interests of organization
- ▶ Can do work or supply services
 - ▶ IF fair process
 - ▶ No appearance of impropriety
 - ▶ Otherwise STEP ASIDE

LEGAL DUTIES

▶ **Duty of Obedience**

- ▶ Applies to group as a whole
 - ▶ Follow laws, policies, rules
 - ▶ Engage in debate; participate
 - ▶ Speak with one voice; united front
 - ▶ Do not speak poorly of decisions
 - ▶ Believe in the process
 - ▶ Trouble can be costly
- 
- A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

CONFLICT OF INTEREST - “COI”


▶ REQUIREMENTS:

- ▶ Honesty and DISCLOSURE


OPTIONS:

- ▶ Excusal from discussion
- ▶ Excusal from deliberation
- ▶ Excusal from decision
 - ▶ *Whichever chosen, document in minutes*
- ▶ Last resort: Resignation

LIABILITY OF DIRECTORS

- ▶ Breach of fiduciary duties
 - ▶ Disregard of duties to the organization
 - ▶ Third party claims
 - ▶ Harm caused to another
 - ▶ Statutory liability
 - ▶ Anti-trust, discrimination
- 

MINIMIZE RISK

- ▶ Insurance
 - ▶ Duty of Care - Use good judgment; due diligence in decisions
 - ▶ Loyalty - Avoid conflicts of interest & personal gain; “best interests”
 - ▶ Obedience - Faithful to mission; follow governing documents
- 

HIERARCHY OF DOCUMENTATION

1. National and local laws


2. Articles of Incorporation - *Contract with the state*

3. Nonprofit status from IRS


4. Bylaws | *Contract with our members*

5. Policies & Procedures | *Contract with ourselves*


NONPROFIT STATUS – 501(C)(3)

- ▶ Is a tax status, not a way of doing business
 - ▶ Educational or scientific
 - ▶ Contributions usually deductible
 - ▶ Very limited lobbying allowed
 - ▶ Cannot be involved in political campaign
 - ▶ Exempt from federal income tax (with exceptions)
 - ▶ Not-for-profit does not mean NO profit
 - ▶ **NO MONEY, NO MISSION!!!**
- 
- A series of white diagonal lines of varying lengths and thicknesses, located in the bottom right corner of the slide, creating a modern, abstract graphic element.


WHAT ABOUT COMMITTEES?

- ▶ Committees' Role
 - ▶ Extend the work of the board
 - ▶ Provide regular reports
 - ▶ Recruit and plan for future leadership
 - ▶ Board Liaison Role
 - ▶ SHARE information
 - ▶ SUPPORT activities
 - ▶ Look out for the WHOLE
- 

BOARD IN ACTION

- ▶ No individual authority as board members
 - ▶ All authority belongs to the board as a whole when acting as a group
 - ▶ No speaking on behalf of organization without authorization
 - ▶ **Board should deal with issues affecting the WHOLE organization, not individuals**
- 

BOARD MEETINGS

- ▶ Attendance – quorum
 - ▶ In person, conference call, e-mail vote
 - ▶ Decisions belong to the whole board
 - ▶ Motions belong to the board
 - ▶ Robert's Rules of Order
 - ▶ “*I move that...*” or “*I move to...*”
 - ▶ Responsible even if absent or not voting
 - ▶ **Abstention = non participating in vote**
- 

EFFECTIVE BOARD LEADERSHIP

Support the board and the mission



Manage resources



Communicate respectfully



Maintain confidentiality



Avoid conflicts of interest

SPECIFIC BOARD RESPONSIBILITIES

- ▶ *Read all about it!*
 - ▶ *Refer to your Job Description*
- 



Be
There

Show
Up

Attend

THE THREE MOST IMPORTANT
THINGS?





Questions

LEADERS COMMUNITY ON MPIWEB.ORG

▶ How to find it:

- ▶ Visit www.mpiweb.org
 - ▶ Log in
 - ▶ Select Chapter Leaders
- 



Hello, Beth!

[View my profile](#)
[Edit my contact info](#)
 (#1122849)

[Home](#) My MPI +

Organizations

Shared Files

Groups

[Member Directory](#)
[Logout](#)
[My Library](#)
[Chapter Leaders](#)


Chapter Leader Resources

Purpose

Successful chapter leadership is a critical building block for our mutual evolution to a global community. It is the chapter experience that sets MPI apart and gives our members access to rich human connections that define their membership at MPI. This section is dedicated to you and your success as an MPI chapter leader; it has the resources you need to drive your chapter's business results. We will continually update this area with resources, tools and information- to help you build on your successes.

Toolkits

- [European Meetings and Events Conference 2011 Toolkit](#)
- [Chapter Awards Program Toolkit](#)
- [Chapter Membership Recruitment Campaign Toolkit](#)
- [MPI Member Referral Rewards](#)

Chapter Business

Chapter Management & Operations

- [Chapter Reports](#)
- [Chapter Management](#)
- [Finance](#)
- [Leadership Resources](#)

Membership

- [MPI Membership](#)
- [Member Care Manual](#)
- [Chapter Monthly Rebate Reconciliation](#)

Marketing/Communications

- [Collateral Request Form \(03-2010\)](#)
- [Collateral Request Forum EMEA \(10-2009\)](#)
- [Chapter Logos and Brand Standards](#)
- [Chapter Marketing and Communications](#)
- [MPI Headquarters Marketing and Communications](#)

MPI Search Portal

Looking for [Strategic Meeting Management](#), or a presentation on the [Future of Meetings](#)? Find anything and everything through our new search experience.

[Add Search Options](#)
[GO](#)

Popular

Let's Talk

Author Daniel Menaker talks up the importance of conversation in life and at events.

Green Eggs & Ham

Not just a Dr. Seuss story, but a reality for planners. Sustainable menus are one of the fastest growing trends in food and beverage.

Rediscover mpiweb.org

Rediscover MPIWEB.ORG. Our powerful site has been redesigned for you, the MPI member. With relevant multimedia content, robust tools, and resources, you'll find everything you need.

MPI CHAPTER LEADER COMMUNITY

▶ Chapter Management & Operations

- ▶ Chapter Reports | Membership Reports w/ renewals, reinstates & dropped member info
- ▶ Chapter Management
Includes a MILLION cool things. Robert's Rules, Chapter Document Templates, Tradeshow Equipment Request Link, Collateral Request Link, CEU Guidelines & Tracking Form, and How To and Samples for building new forms!
- ▶ Finance | Chapter Best Practices, Grants Application Forms, Investment Policies, etc.
- ▶ Leadership Resources | Leadership Newsletters & Chapter Leaders Conference Info

▶ Marketing/Communications

- ▶ Chapter Logos and Brand Standards
- ▶ Chapter Marketing Communications | Marketing Plan Sample, Newsletter Templates, Website Template
- ▶ MPI Headquarters Marketing and Communications | Web Banner Ads, HTML email templates

▶ Membership

- ▶ MPI Membership
- ▶ Member Care Manual
- ▶ Chapter Monthly Rebate Reconciliation

MEMBER

**Hello, Beth!**[View my profile](#)[Edit my contact info](#)
(#1122649)[My MPI](#) +[Organizations](#)[Shared Files](#)[Groups](#)[Member Directory](#)[Logout](#)[My Library](#)[Chapter Leaders](#)

Note

All of these reports are provided on a *pro forma* basis as they are pulled from raw transactional data. As errors are corrected, there may be modifications made to these reports.

The cancelled members report will time out if you try to pull more than one month at a time. We are trying to fix this limitation, but do not have an ETA.

Select Your Report

[Current Membership Roster \(All Active Members\)](#)[New Members](#)[Renewals](#)[Reinstates](#)[Cancellations](#)[Reimbursements](#)[Membership Transfers](#)[Chapter Transfers](#)[Current Lifetime/Honorary Members](#)[Current Student Members](#)[Currently Delinquent Members](#)[Current Planners Without Matches](#)[Current Suppliers Without Matches](#)[Public Chapter Roster \(for printed directories, etc.\)](#)[Modified Member Records](#)[Previous](#)[Next](#)

MPI Search Portal

Looking for [Strategic Meeting Management](#), or a presentation on the [Future of Meetings](#)? Find anything and everything through our new search experience.

Choose Your Media

- | | |
|----------------------------------------|-----------------------------------------|
| <input type="checkbox"/> Articles | <input type="checkbox"/> Handbooks |
| <input type="checkbox"/> White Papers | <input type="checkbox"/> Charts |
| <input type="checkbox"/> Reports | <input type="checkbox"/> Press Releases |
| <input type="checkbox"/> Videos | <input type="checkbox"/> Case Studies |
| <input type="checkbox"/> Audio | <input type="checkbox"/> Workbooks |
| <input type="checkbox"/> Presentations | <input type="checkbox"/> Calendar |
| <input type="checkbox"/> Blogs | <input type="checkbox"/> Other Pages |
| <input type="checkbox"/> Community | |

Choose Your Categories

- | |
|-----------------------------------------------|
| <input type="checkbox"/> Business Of Meetings |
| <input type="checkbox"/> Effective Management |
| <input type="checkbox"/> Career Development |
| <input type="checkbox"/> Research and Tools |
| <input type="checkbox"/> Technology |
| <input type="checkbox"/> CSR |

Choose Content Channels



MPI CHAPTER LEADER COMMUNITY

▶ **Education & Programming Resources**

- ▶ Chapter Content Database
- ▶ Leadership Role Training Webinars
- ▶ Global Industry Events Calendar
- ▶ Certified Meeting Management (CMM)
- ▶ Certified Meeting Professionals (CMP)

▶ **Grant and Foundation Information**

- ▶ Chapter Liaison Resources
- ▶ Chapter Grant Application & Grant Evaluation
- ▶ Samples of Approved Chapter Grants

▶ **MPI Key Information**

- ▶ MPI Vision/Mission Statement and Core Values
 - ▶ Chapter Minimum Bylaws (June 2009) & MPI Bylaws (Rev. November 2008)
 - ▶ MPI Policy Manual (Rev. February 2009)
 - ▶ Chapter Code of Ethics
 - ▶ MPI and Industry Acronyms
 - ▶ Buy MPI Template
- 

(INSERT NAME)CHAPTER WEBSITE

- ▶ How to find it:
 - ▶ Visit (enter chapter site)
 - ▶ Log in



MPI-CAC Leadership Documents

For Your Immediate Attention:

- Calling all Future Chairs and Vice Chairs! [Lead a Committee](#)
- [Leadership Evaluation](#)

Talking Points - Chapter Volunteer News Resource

- [April 2010 Issue](#)
- [March 2010 Issue](#)

MPI-CAC/Industry Calendar:

- [MPI-CAC & Industry Calendar](#) *as of 11.18.09*

Operations:

- [2008-09 Business Plan](#)
- [2009-10 Leadership Roster](#) *as of 12.30.09*
- [2009-10 Committee Rosters](#) *as of 11.15.09*
- [Chapter Bylaws](#)
- [MPI-CAC Policies & Procedures](#) *as of 11.18.09*
- [Conference Call Numbers](#)
- [MPI-CAC HQ - Who to Call](#)
- [2009-10 Organizational Chart](#)

Finance & Sponsorship:

- [2009-10 Budget](#)
- [Check Request Form](#)
- [2008-09 Event Financial Recaps](#)
- [2009-10 Sponsorship Interest Form](#)

Marketing & Communications:

- [2009-10 "Get The Word Out" Form](#)
- [2009-2010 Social Media Platform Announcement Template](#)
- [2009-10 MarComm Process](#)
- [2009-10 MarComm Timeline](#) *as of 10.13.2009*
- [2009-10 MPI Style Guide](#)
- [News&Views Article Submission Guidelines and Author Agreement](#)
- [MPI-CAC PowerPoint Template](#)



Five Distinct Options.
One Affordable Way To Meet.

Exclusive Meeting Offers!
CLICK FOR DETAILS >>

HOTELS OF OAK BROOK

wake up!



Sponsor MPI-CAC

Social Media



CHAPTER LEADER TOOLS

- ▶ **For Your Immediate Attention:**

- ▶ links to current, relevant documents/forms

- ▶ **Talking Points - Chapter Volunteer News Resource**

- ▶ past issues of the new Chapter Volunteer eNewsletter

- ▶ **Operations**


- ▶ Industry Calendar
 - ▶ Business Plan
 - ▶ Leadership Roster
 - ▶ Committee Rosters
 - ▶ Chapter Bylaws
 - ▶ Policies & Procedures
 - ▶ Conference Call Numbers
 - ▶ Who to Call
 - ▶ Board of Directors Organizational Charts
- 

CHAPTER LEADER TOOLS

▶ **Finance & Sponsorship**

- ▶ Budget
- ▶ Check Request Form
- ▶ Past Event Financial Recaps
- ▶ Sponsorship Interest Form

▶ **Marketing & Communications**


- ▶ "Get The Word Out" Form
 - ▶ Social Media Platform Announcement Template
 - ▶ MarComm Process
 - ▶ MarComm Timeline
 - ▶ MPI Style Guide
 - ▶ Newsletters Article Submission Guidelines and Author Agreement
- 

CHAPTER LEADER TOOLS

▶ **Event History & Logistics**

- ▶ Standard Event History/RFP Template
- ▶ Onsite Registration Requirements
- ▶ Event Registration Statistics

▶ **Leadership Tools**

- ▶ Committee Agenda Template
 - ▶ Committee Minutes Template
 - ▶ Committee Monthly Report Template
 - ▶ Committee Roster Template
 - ▶ Committee Acceptance Form
 - ▶ Committee Transition Checklist
- 




Questions?

POLICIES & PROCEDURES QUICK OVERVIEW


The background is a solid blue gradient. On the right side, there are several white diagonal lines of varying lengths and thicknesses, creating a sense of motion or a modern design element.

THE BASICS


- ▶ Every chapter leader should review the entire document (it's a quick read!)
 - ▶ Each chair should be very familiar with their section
 - ▶ Chapter operational forms are included in the Appendix – note that the most recent updates are to be found on the Chapter Website
- 

BOARD AND COMMITTEE MEETINGS

▶ Meeting Logistics


- ▶ Every board or committee meeting should have an agenda
 - ▶ Minutes must be recorded for each meeting
 - ▶ Committee chairs should send a Monthly Board report to their board liaison and HQ detailing the previous month's activities
- 

POLICIES & PROCEDURES CHANGES

- ▶ Any changes to the P&P's must be presented to the Board thru the Board Liaison
 - ▶ Present the change as a written motion for a vote
 - ▶ Discussion points will be expected to support the suggested change
- 

BUDGET & FINANCE

▶ Check Requests

- ▶ Each expense incurred must be documented on the “Check Request” form
 - ▶ Submit form with copy of invoice to the committee chair for Board Liaison approval
 - ▶ Checks are cut twice per month – ensure the vendor is aware of a potential lag time with receiving payment
 - ▶ No payment will be made without an invoice or Check Request form
 - ▶ All unbudgeted expenses must be approved by the board
- 

▶ **Solicitation of Bids**

- ▶ All committees shall solicit a minimum of three bids for any event items that will be purchased with chapter monies or for sponsorships (cash or in-kind)

▶ **Contracts**

- ▶ All contracts are to be signed by the chapter president
- ▶ The chapter's headquarters office must be listed as the contact location

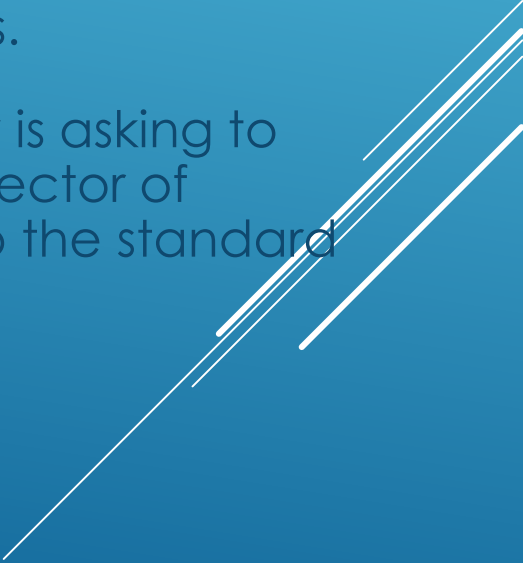
BUDGET & FINANCE






Questions?

SPONSORSHIP PROCESS

1. Submit the Committee's sponsorship needs to the Chapter Management Office thru the Budget Template.
 2. Create and distribute the Request for Donations (RFD) for sponsorship needs and solicit minimum of three (3) providers.
 3. The selected sponsor must complete the Sponsorship Interest Form.
 4. Set the sponsors' expectation of the maximum sponsorship level they can achieve based on the Sponsorship Caps.
 5. Negotiating Pre-Determined Benefits – If a sponsor is asking to negotiate the standard benefits, work with the Director of Sponsorship to determine acceptable changes to the standard benefits package.
- 

SPONSORSHIP PROCESS (CONT.)

6. Dir. Of Sponsorship and/or Management Office create Sponsorship Agreement.
 7. Cash sponsors should receive an invoice with the sponsorship agreement.
 8. Sponsors must submit their signed agreements to the Chapter Management Office.
 9. A Sponsorship Kit will be emailed by the Chapter Management Office after receiving the signed agreement.
 10. Committees to communicate with the sponsor on fulfilling event specific benefits.
- 
- A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, located in the lower right quadrant of the slide.



Questions?

CALENDAR OVERVIEW

- ▶ Chapter Important Dates
 - ▶ Chapter chapter events
 - ▶ Chapter board meetings
 - ▶ Publication dates (example every other Tuesday)
 - ▶ MPI Conferences
 - ▶ Industry Events & Tradeshow
 - ▶ Major Holidays
- 



Questions?

MEET YOUR ASSOCIATION MANAGER

- ▶ – Executive Director
 - ▶ – Association Manager
 - ▶ – Sr. Financial Accountant
 - ▶ – Staff Accountant
 - ▶ – Graphic Designer
 - ▶ – President
 - ▶ – Chief Operating Officer
 - ▶ – Vice President
- 

MAIN CONTACT INFORMATION

Executive Director -

Association Manager -



TEAM ROLES & RESPONSIBILITIES

Executive Director –

General Management

- ▶ Leads Association Management Team
- ▶ Manages all pace reporting activities and board reporting
- ▶ Serves as liaison to MPI headquarters

Communications

- ▶ Manages non-event based website content updates and changes
- ▶ Serves as Editor for online and print publications

Sponsorship & Advertising

- ▶ Manages sponsorship agreements and benefit fulfillment for all chapter sponsors
- ▶ Advertising sales for online and print publications

TEAM ROLES & RESPONSIBILITIES

Executive Director –

Strategic Guidance

- ▶ Conducts consistent benchmarking studies while providing recommendations for best practices
- ▶ Advises President, President-Elect and Board of Directors
- ▶ Advises BOD on Policies and Procedures
- ▶ Assists committees with expectations, terms and trains incoming leadership

Finance

- ▶ Prepares post-event preliminary financial reports
- ▶ Conducts year-end financial projection analysis throughout the fiscal year
- ▶ Works with Finance Committee to develop long-term financial planning and revenue growth strategies

TEAM ROLES & RESPONSIBILITIES

Association Manager –

General Management

- ▶ Serves as chapter's Point Person - Answers all phone calls, responds to emails and member requests
- ▶ Interface between members, Board of Directors and Chapter Leadership
- ▶ Support Chapter in all administrative responsibilities

Event Marketing & Logistics

- ▶ Develops and distributes all Cvent Communications based on submitted GTWO forms and communicates directly with Cvent on all related issues
- ▶ Assists Chapter Leadership with all events as needed

TEAM ROLES & RESPONSIBILITIES

Association Manager –

Membership

- ▶ Manages all Q&A, Assessments and develops tabulated membership reports
- ▶ Send initial new member communications from the Chapter


Communications

- ▶ Manages all association communications campaigns event marketing campaigns/ activities and promotional efforts.
- ▶ Ensures consistency of the Chapter's messaging across event and membership campaigns.

TEAM ROLES & RESPONSIBILITIES

Sr. Financial Accountant –

Staff Accountant –

- ▶ Manages all accounting procedures according to Policies and Procedures
 - ▶ Financial Reporting (Monthly and Yearly)
 - ▶ Accounts Payable and Receivable Management
 - ▶ Banking and Merchant Services Management
 - ▶ Manages Annual Audit
- 

TEAM ROLES & RESPONSIBILITIES

Marketing/Graphic Design Manager –

- ▶ Serves as main contact for Association Manager and Executive Director for all related Marketing and Graphic Design needs
 - ▶ Produces design and layout for *News & Views*
 - ▶ Creates graphic design for five major events including:
 - ▶ Save the Date postcard
 - ▶ Cvent header
 - ▶ Program Guide
 - ▶ Other graphical design elements as needed
- 

SCOPE OF SERVICES



HOW ASSOCIATION INTERFACES WITH THE LEADERSHIP TEAM

- ▶ Attendance at committee meetings
 - ▶ Support committee requests
 - ▶ Provide suggestions and guidance
 - ▶ Assist with initiative implementation
 - ▶ Compile wrap-up reports for historical perspectives
- 

WHO TO CALL

Contact	Topic
Association Manager –	General Chapter Information
	Membership
	Registration & General Event Information
	Event Websites & Registration Creation (Cvent)
	Registration Wrap Up and Post Event Survey
Executive Director –	Web Updates
	Sponsorships & Advertising
	Communications
	Accounting & Finance
	Strategy, Benchmarking, Board Liaison Contact




Questions?

CHAPTER GOALS & STRATEGIC VISION FOR (INSERT TERM)

INSERT PRESIDENT NAME

A series of several parallel white lines of varying lengths and thicknesses, all slanted diagonally from the bottom-left towards the top-right, located in the lower right quadrant of the slide.

CHAPTER CORE VALUES

1. **Elevate** the professional development of all members
 2. **Immerse** ourselves in meaningful relationships
 3. **Set an example** to others and help lead the future
 4. Help our Members **build their business.**
 5. **Become** a part of something bigger.
- 

**Thank you
for all you are about to do
this year!**

