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Log on to our
 WEBSITE

www.mpidfw.org

Survivor, February Chapter Meeting

More than 400 attendees participated in "Showcase 2001" - MPI D/FW's supplier trade show - at the Dallas Convention Center on Thursday, February 22, 2001. The event, designed to showcase the services of MPI D/FW Chapter supplier members and the many services available to meeting planners, was highlighted with an educational presentation focusing on planner/supplier issues themed around the popular television series "Survivor."

Continued on Page 6 — Meeting Wrap Up



Jose Vilella, VP of Group Incentive Sales for Posadas (Fiesta Americana & Caesar Park Hotels) cut the ribbon to officially open "Showcase 2001." Posadas was the event sponsor. Joining Mr. Vilella were MPI D/FW President-Elect Betty Garrett, CMP and Chapter President Steve Kemble.

Sharing the Passion!

By Gregory Pynes, Events Unlimited Inc

On January 29, MPI D/FW launched the new educational series, **Independent Thinking**, where chapter members were introduced to a series designed to provide critical information on starting and successfully running a business. Those present learned how to channel their passion into an assessment on the steps necessary to launch a business. According to co-Chair Charlotte Merrill-Davis, CMP (Event Source Professionals), "We knew that this topic would be of interest to members considering the start of a business, we did not foresee the response from well established business leaders such as Howard Eckhart, CSEP, TMF" (The Party and Event Designers).

The take home value from the first module of the series is a thirty nine-page outline of "How to Write a Successful Business Plan." As presenter Bette Price, owner of performance based consulting firm for nineteen years, stated, "The creation of a Business Plan is an essential component to a successful venture in terms of receiving financing, determine what business you are in, and how to market the business."

As the series moved toward its second module (February 26), registered members learned in depth about the legal, financial, and ethical considerations of running a business, Vice President of Education, Bitsy Burns, CMP (HD Vest) invited all members to register for this unique and revolutionary series. Again, this series was hosted at the Four Seasons Las Colinas.



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Dallas/Fort Worth Chapter

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MPI D/FW Calendar Information

MARCH 2001

- 21 **Board of Directors Meeting** – Sheraton Park Central 5:30pm-7:30pm – Steve Kemble (steve.kemble@airmail.net)
- 22 **Monthly Chapter Meeting** – LeMeridien Dallas – Amanda Gore - Luncheon – 11:00am – 1:30pm – Anna Squire

APRIL 2001

- 25 **Board of Directors Meeting** – Sheraton Park Central 5:30pm-7:30pm – Steve Kemble (steve.kemble@airmail.net)
- 26 **Monthly Chapter Meeting** – The Diamond Club – Networking - Dinner – 6:00pm-9:00pm – Anna Squire

MAY 2001

- 23 **Board of Directors Meeting** – Sheraton Park Central 5:30pm-7:30pm – Steve Kemble (steve.kemble@airmail.net)
- 24 **Monthly Chapter Meeting** – DoubleTree Lincoln Centre – Breakfast – 7:30am-9:30am – Anna Squire

JUNE 2001

- 23 **Board of Directors Meeting** – The Adolphus – 5:00pm-7:00pm – Steve Kemble (steve.kemble@airmail.net)
- 24 **Monthly Chapter Meeting** – The Adolphus – Awards Gala – Dinner – 6:00pm-10:00pm – Anna Squire

Updated Committee Meetings, other Educational Programming and Contact Information are listed on the website at www.mpidfw.org

WEB SITE NEWS

www.mpidfw.org

Question of the Month:

"Share your most recent success story in a meeting."

Go to the mpidfw.org website Guest Book, sign in and tell us your thoughts. To read member comments, go to "Read" Guest Book.

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June 10 - 11
- CMP Exam Dress Rehearsal June 17

For more details go to www.mpidfw.org (go to events) or contact Jim Monroe, CMP, CSEP at 214-647-5566 or jcmonroe@iname.com

A Message from the President



I'm still fired up and excited after our Governmental Affairs/ Industry Advocacy program that I have to share my feelings with you all!



Steve Kemble
Steve Kemble Event Design
D/FW Chapter President

As you know, for this program, our guest speakers were Dallas City Councilwoman Laura Miller and County Judge Lee Jackson.

The lively point-counterpoint program was moderated by Dennis McCuiston, host of the McCuiston Show on PBS Channel 2.

Why am I so fired up and excited? The fact that these two notable city and county leaders agreed to appear at a Meeting Professionals International meeting lends the organization an immeasurable amount of credence and credibility, extending by association the recognition the group deserves. Like me, I'm sure many of you wonder if anyone really

understands what we do as a profession or if anyone really cares how in so many ways we support and promote our community. We plan and provide outstanding meeting and event services in this town for many persons attending numerous meetings, conventions and events. As a result of our efforts, positive impressions are made that these people take back home with them. Another way we contribute to the community is to help add to its budgetary coffers. For example, we help generate revenues for the bed tax our city receives, and without this tax, numerous items in our city would fall flat! For this we should feel proud and, quite frankly, commended. In short, we don't just plan parties!

Laura Miller and Lee Jackson demonstrated their awareness of our efforts and the value our services hold for the community at large. They cared about our feelings and expressed how they thought the issues that were discussed—Dallas 2012 Olympics, American Airlines Center, and the Trinity River Project—would affect our industry in the future. By simply taking the time out of their busy schedules,

they were not only acknowledging that we, too, are busy but that we play a pivotal role in the future development of Dallas. It made me realize we do have a voice, and we should be proud.

To that end, I ask all of you to continue to stay involved and we WILL become an even stronger voice in our community. In the future I foresee city leaders and planners asking members of the meeting professionals their opinions *before* such issues as those mentioned above move beyond the realm of discussion to the larger domain of public awareness and governmental agencies' budgets. Let's use our power; let's use our collective spirit, and let's unite behind our profession and continue to be heard. We work as hard, if not harder, than any entity in the community in promoting the well-being and prosperity of that community. We deserve to be heard!

Thank you again for listening, participating and being an active member of our chapter. Because of your involvement, we are making tremendous strides in the on-going effort to gain a greater respect for our profession. I applaud you!

PEC 2001-New Orleans

By Sandi Galloway, Canadian Tourism Bureau

Defining the Power of Meetings in the exciting city of New Orleans. A whirlwind of a Sunday; a SIG



Steven G. Foster, CMP, Betty Garrett, CMP, Steve Kemble and DFW attendees accept the award for the PR/Marketing Committee

luncheon, DFW Chapter photos, Opening General Session, Expo 2001 - complete with 'Hurricanes', and the DFW Chapter reception. The opening reception, held at the Hilton New Orleans Riverside, was an incredible feast of Cajun food and music. Pete Fountain and the Neville Brothers - *Laissez Les Bon Temps Rouler!* Workshops and 'Hot Topics', basic, intermediate or advanced tracks; the focus was on global education.

Expo 2001, on Monday, offered planners the opportunity to meet with more than 500 exhibitors. The

Virtual Trade Show (VTS), gave planners a 'sneak peek' of exhibitors participating in Expo 2001.

MPI is definitely putting an emphasis on technology with technology labs, forums and Cyber Cafes. Did you know that you can check your E-mail at the Cyber Café? No more lugging that laptop.

Before we knew it, we were at Le Bal Masque, our final night event, singing along with the *Commodores* and saying our good byes. Next stop: the World Education Congress in Las Vegas, July 22-24, 2001. Hope to see you there!



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Meeting Professionals International is the world's largest association of meetings professionals with more than 18,000 members in 64 countries and 58 chapters and six clubs. MPI serves as the pivotal force in positioning meetings as a primary communication vehicle and a critical component of an organization's success. MPI leads the meeting industry by serving the diverse needs of members and non-members alike through its commitment to quality education, continuous improvement and excellence in meetings while upholding high ethical standards.

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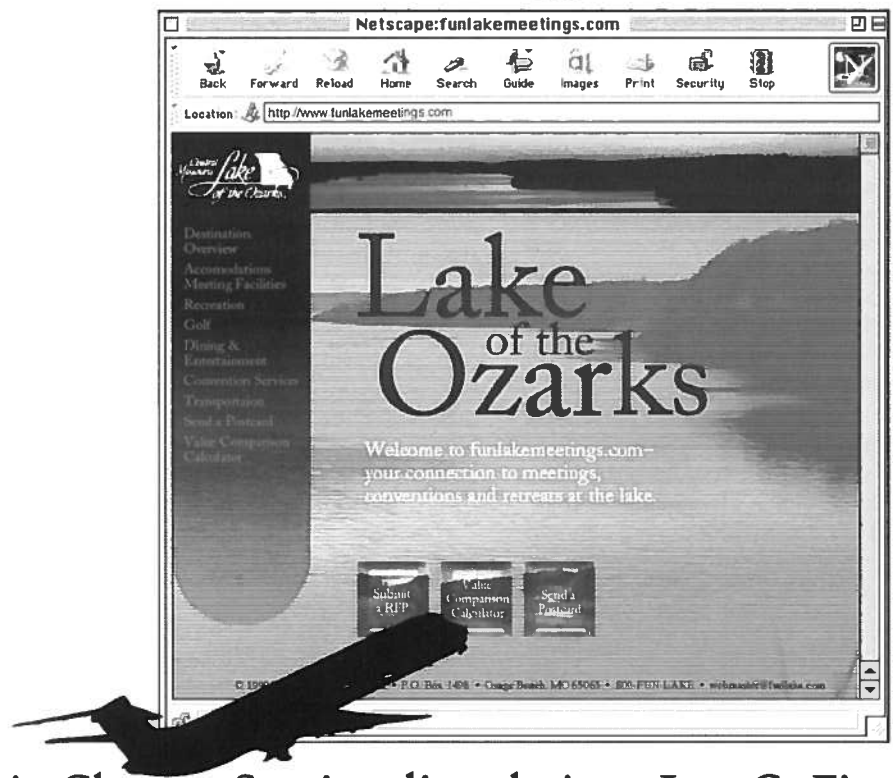
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March Chapter Meeting

Thursday, March 22, 2001 • 11:00am

Pull Out Your Sparkly Bits!

By Gregory Pynes, Events Unlimited

March Madness has nothing on MPI D/FW and our chapter meetings. What are "sparkly bits?" you may inquire.

They are that *Je ne sais quoi*, that certain something, that make you stand out. So stand out, indeed, come hear the fabulous Amanda Gore who joins us courtesy of International Speakers Bureau. The girl from "Down Under" gave us the opportunity to Laugh, Love, Let Go, and Live- Out Loud at the WEC in Los Angeles and more recently at the Texas Educational Conference.

Amanda has crafted a different presentation from those given at WEC and TEC. A collage of her best topics "How to Build a Corporate Community", "Get a Life," and "You Can't Change Your Customer's Attitude, But You Can Change Yours."

A long time tradition for MPI D/FW is honoring a member of the Dallas Police Department. Begun several years ago by former Chapter President, Greg Elam, Senior VP – Communications (Dallas CVB), we will honor an officer for service to the community.

As the sponsor of the March meeting, the Puerto Rico Convention Bureau will be on hand with select properties to provide information on the island destination.

At the March meeting, an *Opportunity* awaits you to experience Amanda Gore, honor one of Dallas' finest, and learn about the island of Puerto Rico. Join us!

Host Facility

Le Meridien Dallas

Located in the heart of downtown Dallas, this centerpiece of the Plaza of the Americas Complex has every convenience hotel guests could need. Recalling the exceptional service offered abroad in Europe, Le Meridien Dallas offers groups a level of service that is both superior and in the vein of Texas friendly.

Inside, the hotel features an event center with a variety of function rooms and facilities for every occasion, a fitness center with weights and aerobic work outequipment, an award-winning restaurant offering indoor or terrace seating along with a comfortable lounge. The property also features covered parking with valet service.

DIRECTIONS

Tollway - proceed into downtown to Ross Avenue, turn left to Pearl, making a right, the hotel will be on your left just past San Jacinto Street.

North & South Central Expressway- exit Woodall Rogers and take the first exit which is Pearl, make a left past the Meyerson, the hotel will be on your left.

Interstate 35- exit Woodall Rogers and take the Pearl exit, the service road will curve to Pearl, past the Meyerson, and the hotel will be on your left.

March MPI D/FW Chapter Meeting

"Get Out Your Sparkly Bits"

Sponsored by the Puerto Rico Convention Bureau

Le Meridien Dallas

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- 11:00 - 11:30am — Chapter Orientation
- 11:30 - 12:00am — Registration / Reception
Foyer of the Plaza Ballroom
- 12:00 - 1:30pm — Lunch and Program
Plaza Ballroom, 3rd Floor

Valet or Self-Parking Available

Advance Member Price: \$27.00

Advance Guest Price: \$30.00

Walk-In / On-Site Price: \$40.00

R.S.V.P. to Randie Charnes
by 2:00pm, Monday, March 19, 2001

ON-LINE REGISTRATION PREFERRED

Website Registration: www.mpidfw.org

• rcharnes@msn.com

Continued from page 1 — Survivor

February Meeting Wrap Up

Entitled: "Planner/Supplier Survivor Island" and sponsored by Posadas (Fiesta Americana & Caesar Park Hotels), the interactive forum featured a "tribal council" area designed by Freeman Decorating Company. Attendees were identified with colored "Planner/Supplier Survivor" bandannas and designated into two tribes - "Kembo" (Planner) and "Garrettagi (Supplier).



Hall of Fame acknowledgements included (l-r) David Gisler, Charlene Dykes, CMP (Culinaire International), Gloria Woodward (Dallas Convention Center) and Bill Reeser, CMP (AVW Audio Visual, Inc.) with president Steve Kemble.

Four separate "islands" each facilitated by a planner and supplier member were also designed as discussion areas. Topics included Ethics, Customer Service and Employee Retention, Contracts & Negotiation and Special Event Themes.



Costumed entertainers from BRAVO! Entertainment roamed the trade show floor.

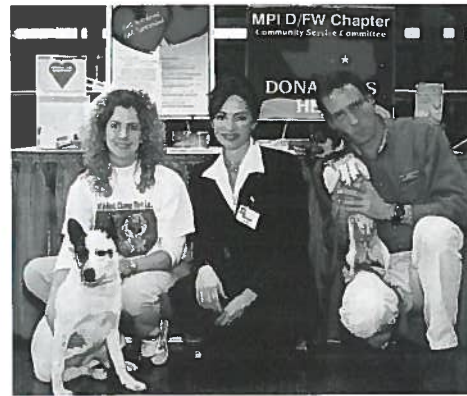


Betty Garrett, CMP (Garrett Speakers Int.) and Steve Kemble (Steve Kemble Event Design) were dressed to lead their respective tribes. Suppliers formed the "Garrettagi Tribe" and planners formed the "Kembo Tribe."

Photos courtesy of Jim Woods, Jim Woods Photography



Record attendance at the February Showcase 2001



Operation Kindness was selected as the Community Service Project recipient of the month.

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New Kids on the Block

MPI D/FW New Members for January / February 2001



To obtain more information about a member, please refer to the website at: www.mpidfw.org/memdir

JANUARY 2001

Patty Adams Student
 Allison Burkey KPMG LLP
 Kimberly Dagia Doubletree Club Hotel
 Christine L. DeMartino Peterbilt Motors Company
 Frela A. Ferrell, The Dallas Arboretum
 Shay Girard Ensemble Studios
 Gale Heubach US Youth Soccer Assn.
 Denne M. Johnson MTZ Meetings
 Hollye A. Lindsey
 Tricia A. Maddux Harrah's Shreveport Hotel & Casino
 Warren K. McCoy Artisan Media Inc.
 Karen M. Musa Colin County Community College
 Kelly Norsewothy Fort Worth CVB
 Gary Peto Shag Carpet Entertainment
 Jane W. Richards The Tribute Golf Club
 Marlon Scott Event411
 Ernest A. Stoval Adams Mark Hotel
 Michael E. Taylor Opryland Hotel Texas
 Eric D. Terry Malibu Entertainment Worldwide Inc.
 Joe Wronski Wyndham International

FEBRUARY 2001

Bonnie C Aughenbaugh Student
 Jeffrey D Burns American Airlines Training & Conf
 DeeAnn Denton Dr Pepper Seven Up Inc
 Kelly Dunaway-Luque Searchwide
 Sandra Edwards-Kelly Odyssey Healthcare Inc
 Bethany F Garner Student
 Teresa M Gorman HD Vest Financial Services
 Elyse F Gut HR Southwest HR Conf & Expo
 Carol A Harris Odyssey HealthCare Inc
 Hailey L Hatchell Student
 Elizabeth A Joyce Intervoice-Brite Inc
 Sara A Kitto Allen Media Assoc
 Kira L Leap The Elliott
 Sahwna M Luetkenhaus Doubletree Plano
 Barbara W Marcis Texas Credit Union League
 Rhonda S Maunder Radisson Hotel Denton
 Andrea S McCarthy American Contractors Ins Group
 Diana J Miller Experiential Learning Systems
 Roberto Moreno Camino Real Hotels 7 Resorts
 J.B. Morris PlanSoft Corp
 Joyce H Rogers VJA Southwest
 Tracy A Schick Sprint
 Frank L Schooler Southern Gas Assoc
 Tammy R Wagner International Speakers Bureau
 Joan M Ware InterVoice-Brite Inc
 Gwendolyn L Wilkins HQ Global Workplaces

February Hall Of Fame

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Ethics...In This Industry?

- * Have you heard about the time...?
- * Well, I've got a story for you...
- * Let me tell you about the time that...
- * This is what happened to me...

Come share your own horror stories and learn from others. Discover what other meeting industry professionals really think about ethics and learn how your ethical standards compare in March's interactive seminar: A Look at Ethics. Popular meetings industry speaker, author, attorney, and mediator Linda Byars Swindling will facilitate the seminar. Joining Linda will be well-known meeting professionals Colleen Rickenbacher, CMP of the Dallas Convention & Visitors Bureau, Robert Thrailkill of the Hilton DFW Lakes Executive Conference Center, Jennie McNeill Campbell, CMP, CMM from Genuity, Ed Griffin, Jr., CAE of Meeting Professionals International and attorney Steven Rudner from the Law Offices of Steven Rudner.

The program will be held Tuesday, March 27 at the Renaissance Market Center Hotel, 2222 Stemmons Freeway. Fee is \$20 for members and \$25 for non-members. Register at www.mpidfw.org under events. Program begins at 3:30 and concludes at 6:30. Be prepared to participate; bring your ethical questions, concerns and opinions. This is sure to be a lively and fun event. You may be surprised at some of your meeting colleagues' ethical viewpoints and even reconsider some of your own. If you have any questions, please contact Fred H. Knieberg, CMP, Retired with the Platinum Series Committee by e-mail at FHKNIEBERG@worldnet.att.net

Tidbits from the Top

News from MPI International



Erin Longley
(Imagine Events,
Inc.)
MPI D/FW
International
Marketing Liaison

MPI D/FW Chapter Wins Award of Excellence

The MPI Dallas/Fort Worth Chapter was honored with the Award for Excellence in Communications, Marketing & Public Relations at the Chapter Management Forum held during the 2001 Professional Education Conference-North America (PEC-NA) in New Orleans, Louisiana in January. Chapter President Steve Kemble, CMP and Immediate Past President Steven Foster, CMP were present to receive the award on behalf of the chapter.

The Awards of Excellence were bestowed as part of the 1999-2000 Chapters of the Year awards presentations and are awarded to MPI chapters demonstrating outstanding qualities in a given area. Other Awards of Excellence were presented to the following chapters: the **Potomac Chapter** for Education; the **Greater New York Chapter** for Membership Growth & Retention; and the **Carolinas and Belgium Chapters** for Special Projects.

The **Pittsburgh Chapter** received the Chapter of the Year Award for a chapter with up to 250 members, while the **Chicago Area** captured the prize for a chapter with more than 250 members for the first time since 1988.

Also during the PEC-NA, MPI presented the winners of the 2000 Global Paragon Awards, an industry-wide program recognizing exceptional and distinctive global meetings.

Classroom Connect, Inc., submitted by Carroll E. Reuben, CMP, CMM (Southern California Chapter), received the award in Category I for meetings that cost up to \$1,000 per attendee, while **SCT Global Energy, Utilities and Communications**, entered by Laura Taylor Goodrich, CMM (Carolinas Chapter), was the winner in Category II, for events with a cost of more than \$1,000 per attendee.

This year's judges were impressed with the content, quality and preparation of the entries. Additionally, an honorable mention certificate was awarded to **HQ Global Workplace, Inc.**

Meeting Professional Awards Deadline Near

Want to recognize one of your peers for outstanding performance in the industry? Nominate him/her for a Meeting Professional Award! MPI will present the Awards for the International Planner, Supplier, *Marion N. Kershner Memorial* Chapter Leader and Tomorrow's Leaders of MPI at the 2001 World Education Congress in Las Vegas next July.

The deadline for the 2001 Meeting Professional Awards nominations is **Friday, March 23, 2001.**

To obtain nomination forms, contact Carolyn Nyquist at 1-972-702-3002 or visit www.mpiweb.org.

PEC-Europe Set for April

MPI will hold the annual Professional Education Conference-Europe on April 7-9, 2001 in both Paris and Disneyland Paris, France.

This premier adult education event in Europe features two general sessions, some 30 workshops and forums, an Executive Track as well as a unique cross-cultural celebration of MPI's tenth anniversary on the continent, plus other networking events, too!

For registration materials call 1-972-702-3051, contact the European Office in Brussels, Belgium or visit www.mpiweb.org for more information.

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Seven Benefits of Eye Contact

Using your eyes for successful negotiating

Eye contact is one of the most important skills a person can develop. This ability does more than focus your eyes, it also focuses your thoughts and your presence. For example:

1. **Instantly inspires trust:** It keeps you from appearing shifty, which is inevitable if your eyes continually move their gaze. Whenever you want someone to believe in you, trust in you, or back your ideas, eye contact is a must.
2. **Automatically gains confidence:** Hold a firm gaze and you'll be perceived as more businesslike, more serious, and more self-assured. In turn, this perception will help others justify their confidence in you and your ideas.
3. **Quickly buys you time:** Launch your gaze at a specific target- the person who last spoke, the friendliest face in the meeting, etc. Hold that gaze for several seconds. You'll seem deep in thought – even a bit mysterious – but you'll really be using this pause to collect your thoughts, to take a deep breath, and to plan your next move.
4. **Quietly keeps control:** Simply stop speaking and fix your eyes on them until they notice you (and they will). Be sure to keep a neutral expression; don't come across as a sour-faced schoolteacher scolding

pupils. Once you've regained control, keep it. If the eye contact is broken, stop speaking until you make it again.

5. **Deftly wields power:** Who isn't drawn in – and slightly taken aback – by a silent person with a strong gaze? Sometimes a little silence speaks loudest.
6. **Effectively stifles stage fright:** When you focus our eyes on one person at a time for varying lengths of time, you instantly reduce a large audience to a series of one-on-one conversations. Psychologically, this takes some of the sting out of stage fright.
7. **Effortlessly puts others at ease:** By holding the gaze of another person, you can help him or her feel at ease and open up.

Jump-start yourself by getting in front of the mirror, a colleague you're comfortable with, or a video camera. Relax your face, adopt a neutral, pleasant expression. Focus your eyes into the eyes of another person and hold that gaze for at least three seconds while you speak. Then, stop speaking until you have focused your eyes into the eyes of another person. Then, and only then, continue speaking. Rehearse about 10-15 minutes daily. Once eye contact becomes a habit, you'll find it's a sort of magic wand that you can wave over situations and become effective.



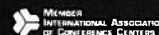
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Projection – do you know the terms?

By Dana Nickerson Rhoden, CMP, CMM, American Heart Association

The correct selection and placement of screens can enhance or diminish your visual presentation. Knowing the terms and what they mean can help you in your search for the “picture perfect” program.

Front Projection: The projection system is on the audience side of the screen (in front). The screen surface is matte white or glass-beaded. Front projection can be used on projection stands with drapes or mounted from the ceiling (make sure the room has special rigging points in the ceiling to hold the weight of the mount and truss required to hold it.)

Rear projection: Rear projection offers greater drama, with the image projected from behind the screen. However, there is a sacrifice in room space because the projection is dead space and audience seating must be adjusted and sometimes decreased, depending on the layout of the room and its size. The translucent screen allows the image to pass through a special gray coating and appear to the audience.

Screen construction can also affect your decision.

Tripod Screen: The easiest screen to use is the tripod which pulls up from the base on three legs (tri). Due to its smaller size limits, it is best for smaller groups.

Cradle or Saddle Screen: This screen is an inverted wall screen. The screen pulls out from a long base and is supported by a rod in the back. This

type of screen must be placed on a table and the larger surface may distort images if air causes the screen to ripple.

Fast Fold: The most versatile screen, it adapts for front or rear projection. It is made of folding aluminum onto which a screen surface is snapped. The legs are adjustable and black draping can mask the construction.

Type of Screens:

Matte white screens have a non-glare surface that diffuses light evenly over a broad area. A sharper image is available with a **glass-beaded** screen, but the narrow viewing areas detracts from their popularity.

Other important facts to know about your projection is placement. Poor placement of the projector cart for either front or rear projection may cause **keystoning**, a condition in which the top of the image appears wider than the bottom. To calculate the height at which the cart should be placed, simply add the distance the screen is off the floor (approximately 4 ft) and half the height of the screen.

Screen size also dictates seating arrangements. The “2 x 8” rule dictates that the first row of seats should be no closer than twice the height of the screen (or image projected). The last row should be no farther than eight times the height of the screen.

Knowing these simple terms should help you in the basics of projection and working with your audio/visual experts to produce your best show ever!

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Heard it through the Grapevine!

Alaina Palmer, CMP
Excel Communications, Inc.
'Grapevine' Columnist

Sherri Pederson has joined the sales team of **BRAVO! Entertainment**.

Making Headlines....**Katha Black**, along with three top-rated Texas dance groups, led President George W. Bush and more than 10,000 guests in the "Texas Two-Step" and other line dances at the Texas Black Tie and Boots Ball on the eve of his inauguration. The collegiate and high school dancers were the only Texas youth invited to perform both at the Texasball and along the Inaugural parade route. Wow, what a tribute!

Joe Massar has relocated from South Carolina to join the **Hyatt Regency DFW** as director of sales & marketing. Previously, he was the director of sales for the **Hyatt Regency Greenville**.

In the December 2000 issue of *Special Events Magazine*, the winners of the mail-in ballots for the best "Most Elegant" tabletop design was announced. *Designs Behind the Scenes, Inc.*, with event planner *Ultimate Ventures, Inc.* were named winners of "Most

Elegant" table top design by *Special Events Magazine*. **David Granger, CSEP** designed them for the retiring President of a Fortune 500 company.

Charlotte Merrill-Davis, CMP, with *Event Source Professionals*, was recently elected to join the board of directors for the *Colleyville Chamber of Commerce* for 2001-2002.

Leah Belasco has joined *Kelly Services* as a specialist for the hospitality industry. She was formerly an independent consultant.

Lynn Lewis has joined *Jenkins & Gilchrist PC*, a national law firm, as the national events manager. She was formerly with *Cap Gemini Ernst & Young*.

CORRECTION...

Last month's column stated that *Southfork Ranch* was nominated by the International Special Events Society, ISES. Their nomination actually comes from *Special Event Magazine*.



To submit information to Heard It Through the Grapevine!, please contact: Alaina Palmer, CMP at 214-863-8926 (phone) 214-863-8576 (fax) or email: apalmer@excel.com.

Dear "Current" Meeting Professional



"Current Meeting Professional"

Dear CMP,

I often become frustrated with piecing-meal my meeting information to the hotel or conference center. Is there a better way to submit this information without missing something?

Sincerely, *Desire to Streamline*

Dear Desire to Streamline,

Yes, it's called an Event Resume. All hotels, convention and conference centers use them and planners can, too. Develop a template and design it to include all of the elements of a resume you would receive from your selected venue or hotel (i.e., audio-visual, food & beverage, room set-up, etc.). Then, include other important items such as speakers, collateral, security, executive appearances, history, etc. These details will not only be beneficial to you, but also to the facility. Updates can be made and highlighted or italicized for easy detection by the hotel, so that they can make adjustments to their master document.

Regards, CMP

Write to the "Current Meeting Professional" by submitting your questions to: Alaina Palmer, CMP, 214-863-8576 (fax) or apalmer@excel.com



From The Heart

By Tamra Fairbrother, CMP, *THE Meeting Planners*

As our year in MPI is drawing to a close, we as a committee are focused on our remaining goal to raise \$10,000 in donations for The Wilkinson Center of Dallas. We have two more opportunities to contribute to the 18,000 individuals that The Wilkinson Center assists each year with our upcoming events.

As a reminder, our new incentive program allows you the opportunity to be rewarded for your good deeds. Each time you bring items to the monthly meetings or make a minimum \$5 contribution, your business card is submitted for one of the many fabulous prizes offered by area hotels, as well as a sports package.

Upcoming Events:

March 22, 2001 - "Toiletry Drive" (Bring to monthly meeting)
It's time again to clean out your travel size personal care items and donate to a worthy cause.

April 20 & 21, 2001 - "Special Olympics" (Richardson, Texas)
Serve as greeters, escorts or cheerleaders at Special Olympics Games.

May 24, 2001 - "Dress For Success" (Bring to monthly meeting)
We will be collecting clothes and shoes for men, women and children.

For more information contact Tamra at tamra@themeetingplanners.com, (972) 691-1335.



If you are interested in being on the
**MPI Kids Charity Ball 2001
Committee**

*please contact Percy Sales at
972-864-2898 or e-mail him at
percy.sales@softwarespectrum.com*

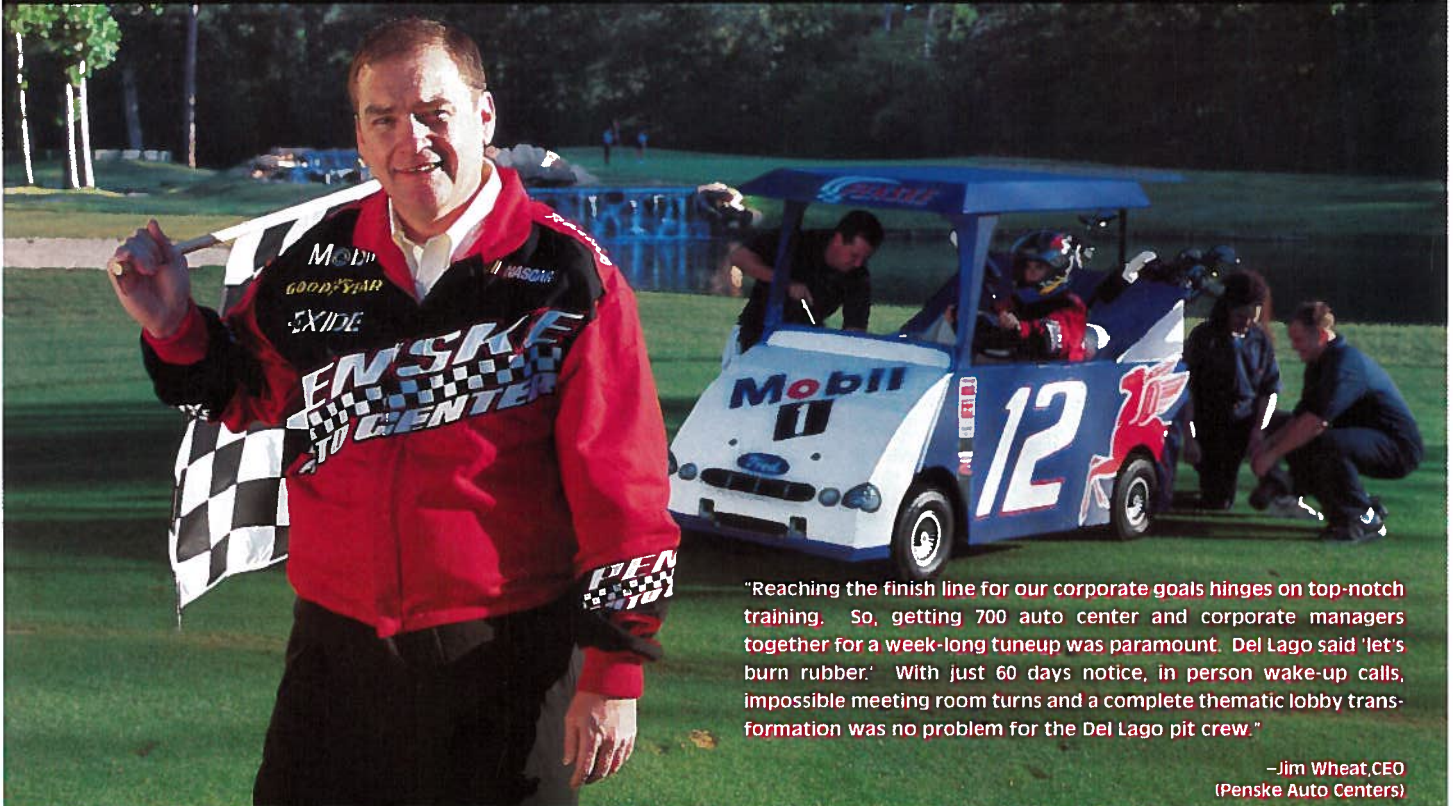


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-Jim Wheat, CEO
(Penske Auto Centers)



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2001-2002 Board of Directors Nominations Slate

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Sherry DeLaGarza
Independent



Tamra Fairbrother, CMP
THE Meeting Planners



Dvorah Evans
Dallas Black
Chamber of Commerce

Supplier Directors



Sandi Galloway
Canadian Tourism Office



Debbie Meyers, CSEP
BRAVO! Entertainment



Wendy Foster, CMP
Circle R Ranch



Nichole Northrop
Omni Mandalay Hotel

*Previously elected

The Nominating Committee thanks all members who participated in the candidate submission process for their commitment to MPI D/FW's future success.

Steven G. Foster, CMP
Immediate-Past President
Chair, Nominating Committee