### **MPI**

MEETING PROFESSIONALS INTERNATIONAL®

Committed to Educational Leadership

# CURRENT

**Meeting Professionals International** 

October 1999

Dallas/Fort Worth Chapter



Checks Totaling
More than
\$55,000
Presented to
The MPI Kids
Charity Ball
1999 Recipients

**TMKCB 1999 Beneficiary Organization Representatives** 

Cindy Brinker, Founding Chair, Wipe Out Kids Cancer; Loquieta Joy, President, Love for Kids, Inc.; Jackie Thornton, Executive Director, Wipe Out Kids Cancer; Jan Langbein, Executive Director, Genesis Women's Shelter; Pat McCain, CMP, Krisam Group, Chair of The MPI Kids Charity Ball 1999; M.T. Hickman, Richland College; Mary Darin, Dean, Human & Academic Development, Richland College; Cynthia Nunn, Executive Director, Bryan's House.

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# A Word of Gratitude from TMKCB 1999 Chair Pat McCain, CMP



Because of the hard work of The MPI Kids Charity Ball volunteers, the generous donations of corporate sponsors, auction donors and the services provided by vendors. MPI D/FW presented checks totalling more than \$55,000 to Bryan's House, Genesis Womans Shelter, Love For Kids, The Richland College Scholarship Fund in Travel & Meeting Management and Wipe Out Kids Cancer.

At the September meeting we viewed for the first time a new promotional video on The MPI Kids Charity Ball created and donated by Fred Bartzon of Roll It with Telepictures.

—Pat McCain, CMP (Krisam Hotels & Resorts) Chair, TMKCB 1999

MEETING PROFESSIONALS INTERNATIONAL®

Committed to Educational Leadership

Dallas/Fort Worth Chapter

Dallas/Fort Worth Chapter Office

Dallas/Fort Worth Chapter PMB 259 7750 North MacArthur Blvd. Suite 120 Irving, TX 75063-7501

www.mpidfw.org

**Chapter Administrator** 

Randie Charnes (972) 869-3836 Fax: (972) 506-7485 rcharnes@msn.com

Vice President Public Relations/Marketing

Stephanie Schroeder Starwood Hotels & Resorts (972)238-1008 stephanie.schroeder@starwoodhotels.com

**Managing Editor** 

Marsha Singer The Dallas Directory (214) 823-4370 daldir@onramp.NET

Advertising Chair Gregory Pynes Hand & Associates Marketing Communications (214)770-1609 gregorypynes@connect.net

**Editorial Assistant** 

Alainna S. Ryan, CMP Excel Communications, Inc. (214)863-8926 aryan@excel.com

Photographer Jim Woods

VISTA Photographic & Video Group (972) 380-0985 woodsphoto@hotmail.com

**Page Layout** Gracie Hatfield Hilton The Write Stuff metro (817) 467-5449 gracie@eaze.net

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Meeting Professionals International is the pivotal Meeting Professionals International is the pivotal force in positioning meetings as a primary communication vehicle and a critical component of an organization's success. Meeting Professionals International leads the meetings industry by serving the diverse needs of all people with a direct interest in the outcome of meetings, educating and preparing members for both their changing roles and validating relevant knowledge and skills, as well as demonstrating a commitment to excellence in demonstrating a commitment to excellence in meetings.

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October 28, Thursday

Embassy Suites Dallas Park Central Hotel "CMP, CMM Panel Discussion" 6:00 p.m.

November 18, Thursday

Mesquite Rodeo & Hampton Inn "Crisis Management" 11:30 a.m.

December 16, Thursday

Southfork Ranch "Joint Holiday Party" 6:00 p.m.



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Committed to Educational Leadership

MPI International Headquarters 4455 LBJ Freeway • Suite 1200 Dallas, Texas 75244-5903

972-702-3000 FAX: 972-702-3070 http://www.mpiweb.org

**ISSUE** 

DEADLINE

November inserts due Nov. 1 October 15, Friday

Nov. 12 Friday

CURRENT **Deadlines** 

inserts due Nov. 29

December

Dec. 17, Friday

January inserts due Jan. 10

E-mail copy (Microsoft Word 7/Windows attachment) to gracie@eaze.net

### President's Message

### It's all in the numbers!

The old adage says, "it's all in the numbers." This is especially true as it applies to our Meeting Planner members, who have their own special chal-



Steven G. Foster, CMP
Circle R Ranch
D/FW Chapter President

lenges when it comes to participating in MPI D/FW Chapter events and committees.

We're always looking for opportunities to "boost the numbers" and help planners get more involved in the life of our chapter.

Statistically speaking, meeting planners are represented in fewer numbers than their supplier counterparts at all MPI events. Every MPI chapter, regardless of size, attempts new and creative ways to involve their planner members in its activities. Just as important is the need to have planner input into the goals, objectives and strategies of managing the association.

MPI D/FW has taken a bold new approach to meeting the needs of its

planner members in the form of a Special Series entitled "Meeting Planners Breakfast with The Presidents." Four breakfast events will be produced throughout the course of the 1999-2000 Board Term where chapter planner members can meet with the Chapter Leadership and discuss issues of particular and exclusive interest to them.

The first of these breakfast meetings is scheduled Tuesday, November 9, 1999 at the Holiday Inn Select DFW Airport North (see the information/registration fact box on this page). Other meetings (mark your calendars now) are set for January 7, 2000, March 7, 2000 and May 9, 2000.

At each of these breakfast meetings a survey will be distributed with questions targeted specifically to address the needs of our planner members. Roundtable discussions will follow to compile information and suggestions from chapter meeting planners on a variety of subjects.

I will be joined at these breakfast meetings by President-Elect Steve Kemble (Steve Kemble Event Design) and Immediate-Past President Colleen Rickenbacker, CMP (Dallas CVB). We look forward to spending this focused time with YOU. These meetings will provide an opportunity previously not



available on the chapter level for our planners to network exclusively with one another, benchmark industry trends and contribute their unique expertise to the process of governing MPI D/FW into the New Millennium.

If you're a chapter meeting planner, consider this your personal invitation to *IMPACT the LEGACY*.

On a Personal Note: A good friend of ours, Gail Lemaire, is at home and regaining her strength after surgery performed last month. Gail is one of my favorite people on the planet. She's feisty —and I love that about her—but she's also the consummate professional, a tireless and INVOLVED member of MPI D/FW and a gracious human being. Keep Gail and her husband, Daniel, in your prayers. I know she would appreciate your thoughts.

#### MPI D/FW SPECIAL SERIES

#### "MEETING PLANNERS BREAKFAST WITH THE PRESIDENTS"

TUESDAY, NOVEMBER 9, 1999, 8:00 a.m. - 9:30 a.m.

The Holiday Inn Select DFW Airport North • 4441 Highway 114 & Esters Blvd. • Irving, TX. 75063 (972) 929-8181

8:00 am: Registration & Continental Breakfast - Executive II • 8:30 am - 9:30 am: Meeting Planner Roundtables

Hosted by

1999-2000 MPI D/FW Chapter President Steven G. Foster, CMP President-Elect Steve Kemble Immediate-Past President Colleen Rickenbacher, CMP

MPI D/FW MEETING PLANNERS ARE INVITED TO "BREAKFAST WITH THE PRESIDENTS" FOR A DISCUSSION OF ISSUES AND CONCERNS INVOLVING OUR CHAPTER AND ITS MEETING PLANNER MEMBERS. THIS EVENT IS OPEN TO

MPI D/FW MEETING PLANNERS ONLY AND DESIGNED AS AN OPPORTUNITY TO MEET WITH THE CHAPTER LEADERSHIP.

-Self-Parking at the Holiday Inn Select DFW Airport North-

RSVP to Randie Charnes, Chapter Administrator by noon, Friday, November 5, 1999

Advance and On-Site Registration: \$15.00

Reservations received after the deadline will be placed on the waiting list. FAX: (972) 506-7485 (see fax insert) or EMAIL: rcharnes@msn.com online registsration at www.mpidfw.org
NO TELEPHONE RESERVATIONS ACCEPTED

JUST REMEMBER: HOMBRE!

Holiday Inn Select DFW Airport North Opportunity for

Meeting Planners

Breakfast with The Presidents RSVP Now!

Event is November 9 @ 8:00 a.m.

#### MEETING PROFESSIONALS INTERNATIONAL® Committed to Educational Leadership

Meeting Professionals International is the world's largest association of meetings professionals with more than 17,000 members in 64 countries and 58 chapters and six clubs. MPI serves as the pivotal force in positioning meetings as a primary communi-cation, vehicle, and a critical component of an organization's success. MPI leads the meeting indusorganization success. Writeaus the freeding fillus-try by serving the diverse needs of members and nonmembers alike through its commitment to quality education, continuous improvement and excellence in meetings while upholding high ethical standards.

#### President

Steven G. Foster, CMP Circle R Ranch (817) 430-1561 stevenfoster1@compuserve.com

#### President-Elect

Steve Kemble Steve Kemble Event Design (214) 943-5949 steve.kemble@airmail.net

#### **Immediate Past President** Colleen A. Rickenbacher, CMP Dallas CVB (214) 571-1040

cricken@dallascvb.com Vice President Administration

### Lynn Lewis, CMP Ernst & Young LLP (214) 665-5785

lynn.lewis@ey.com

#### Vice President of Education

Tony Cummins Adam's Mark Hotel Dallas (214) 922-0316 tlcc.dallas@att.net

#### Vice President of Finance

Cheryl L. Beasley, CMP Sabre (817) 931-7923 cheryl.beasley@sabre.com

#### Vice President of Membership

Tim Wade, CMP Lennox Industries Inc. (972) 497-5039 tim.wade@lennoxintl.com

#### **Vice President of Programs**

O.D. O'Donnell Nightlife Talent and Mgt. Agency (972) 789-9340 od@nightlifetalent.com

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#### BOARD OF DIRECTORS

Bitsy Burns, CMP H.D. Vest Financial Services (972) 870-6011 burnsb@hdvest.com

Betty E. Garrett, CMP Garrett Speakers Internat'l Inc. (972) 513-0054 Betty@GarrettSpeakers.com

LeeAnn H. Harle Renaissance Mtgs. & Incentives (214) 742-3700 harle@onramp.net

> Eric Newcomb Promus Hotel Corp. (214) 953-2224 enewcomb@promus.com

Dana Nickerson, CMP Square One Productions (214) 343-8067 dana@seabrookcomputers.com

Beverly O'Laughlin, CMP CompuCom (972) 856-3686 bolaughl@compucom.com

Bruce Wolpert, CMP Hilton Sales Worldwide (972) 701-3750 bruce\_wolpert@hilton.com

Peg Wolschon, CTP Coach USA (972) 263-0294 #103 wolschon@kerrville-bus.com

#### **Upcoming MPI D/FW Chapter Committee Meetings**

(For Educational Opportunities, see page 6.)

#### BOARD OF DIRECTORS Oct. 27

Wednesday @ 5:45 pm Westin Galleria Hotel Contact: Steven G. Foster, CMP (817) 430-1561 stevenfoster1@compuserve.com

#### SPECIAL SERIES November 9

Tuesday @ 8:00 am "Meeting Planners Breakfast With The Presidents" Holiday Inn Select - DFW Airport North Contact: President Steven G. Foster, CMP (817) 430-1561

#### **EDUCATION COMMITTEE** November 10

Wednesday @ 5:45 p.m. Omni Park West Hotel Contact: Tony W. Cummins (214) 922-0316 tlcc.dallas@att.net

#### FINANCE COMMITTEE October 27

Wednesday @ 5:00 pm Finance Committee Westin Galleria Hotel Contact: Cheryl Beasley, CMP (817) 931-7923 cheryl.beasley@sabre.com

#### PROGRAM COMMITTEE October 21

Thursday @ 5:30 pm Program Committee Lincoln Doubletree Contact O.D. O'Donnell (972) 789-9340 od@nightlifetalent.com

#### MEMBERSHIP COMMITTEE October 19

Tuesday @ 5:30 pm Renaissance Meetings 2544 Elm Street, Suite 100 Contact: LeeAnn Harle (214) 742-3700 harle@onramp.net

#### P.R./MARKETING COMMITTEE Oct. 12

Tuesday @ 5:20 pm PR/Marketing Committee Westin Park Central Hotel Contact: Stephanie Schroeder (972) 238-1008 stephanie.schroeder@starwoodhotels.com



Chapter of the Year 1990 \* 1994\* 1996

**International Chapter Liaisons** 

The International Liaisons are appointed by the Chapter President to provide a vital communication between MPI D/FW members and MPI. Each liaison has a specific assignment and is responsible for providing information to chapter members on areas including Marketing, Government Affairs, Special Interest Groups, Public Relations and both the WEC and PEC Conferences.

#### **Government Affairs Liaison**

LeeAnn Harle Renaissance Meetings & Incentives DMC (214) 742-3700 Fax: (214) 742-3723 harle@onramp.net

#### **Marketing Liaison**

Erin Longley Imagine Events (972) 758-9355 Fax: (972) 964-1369 erin@imagineevents.com

#### PEC (Nashville) Liaison

Lynn Lewis, CMP Ernst & Young LLP (214) 665-5785 Fax: (214) 665-5005 lynn.lewis@ey.com

#### Special Interest Group Liaison

Elizabeth A. Baryshev MCI Performance Group (972) 417-3255 Fax: (972) 320-9603 ebaryshev@mcipg.com

#### WEC (Philadelphia) Liaison

Kerri Atterberry Wyndham Anatole Hotel (214) 761-7286 Fax: (214) 761-7242 katterberry@wyndham.com

#### PR/Marketing Liaison

Lianne Pereira Susan G. Komen Foundation (972) 855-1676 Fax: (972) 855-1660 lpereira@komen.org

#### **Legacy Committee Chair**

Delinda Dudley Fun Factory Decorations & Special Events (972) 271-7444 Fax: (972) 271-7888 deldudley@aol.com

# **Take the Challenge: Earn Your CMP!**

By Elizabeth Baryshev MCI Performance Group, Inc. MPI DFW Chapter SIG Liaison

Add the CMP designation to your name! Becoming certified will allow you to grow professionally, stand out among your peers, and possibly increase your earnings!

If you have thought about becoming certified, then you must attend the October 28 MPI D/FW Chapter dinner meeting at the Embassy Suites Dallas Park Central Hotel.

Learn from our distinguished panel what you need to do in preparation for the exam. The panel will touch base on the application procedure, study groups and classes, mock exams, sitting for the exam and the notification process.

Have you ever wondered, "Will I ever have enough points to sit for the exam?" Well, we can give you some pointers to help you earn points and a process to use to determine where you are and where you want to be ...CMP! The panel will also touch on other designations, including the CMM, the CHSE, the CSEP, the CEM and the CAE.

If you have a question that you would like answered by the panel at the meeting, there will be space on the fax registration form for submission. All "submitter" names will remain confidential, so don't hold back on your questions! Submit away!

Carman Canavati with the Mexican Tourism Bureau and her Mexican Partners will be the sponsor for our dinner meeting. They have a wonderful door prize for a drawing at the end of the meeting—roundtrip airfare for two on AeroMexico to Mexico City and a three day /two night stay at The Fiesta Americana Reforma Hotel. You must be present to win.

October committee members are: Elizabeth Baryshev (MCI Performance Group, Inc.), Betty Garrett, CMP (Garrett Speakers, Inc.), Sally Goldesberry, CMP, CMM (Society of Petroleum Engineers), Colleen Rickenbacher, CMP (Dallas CVB), Lynn Lewis, CMP (Ernst & Young), Lesley Meyer, CMP (Sunbelt Motivation & Travel, Inc.), Joshua Brown (Hilton DFW), Carolyn Colon (CYC & Associates), Genny Castleberry (TODAYS Staffing), Griselle Mussiett (Clarion Hotel of Richardson), Terri Vinson (ERASE Enterprises), Eric Myers (AVW), Ginny Paxton (Ginny's Gifts), O. D. O'Donnell (Nightlife Talent)

Our hosts from the Embassy Suites Dallas Park Central Hotel are: Karen M. Coughlin, CMP, Assistant General Manager, Camille Gilmore, Sales Manager, and Tricia Jobert, Director of Catering.

#### MPI

MEETING PROFESSIONALS INTERNATIONAL®

Committed to Educational Leadership



# "Take the Challenge—Become a CMP"

Thursday, October 28

Embassy Suites Dallas Park Central Hotel 13131 N. Central Expressway • Dallas 75243 972-234-3300

5:45 p.m. Registration –
6:00 p.m. Chapter Orientation – Dallas Room
6:00 p.m. Reception – Atrium
7:00 p.m. Dinner & Program – Regency Ball Room

— Complimentary Underground Self Parking —

R.S.V.P. to Randie
by noon, Tuesday, Oct. 26
Reservations rec'd after the deadline
will be placed on waiting list.
•FAX 972-506-7485 (see fax insert)
•rcharnes@msn.com

Advanced Member Price \$32 Advanced Guest Price \$37 Onsite Price \$45

## October Host Facility

### **Embassy Suites Dallas Park Central Hotel**

The Embassy Suites Dallas is located at the northwest corner of Central Expressway (I-75) and LBJ Freeway (I-635), minutes from premier shopping at the Galleria, North Park, and Valley View malls. The hotel is a nine story property housing 379 two room suites including: 167 king suites, 100 double/double suites, 12 conference suites, 2 handicap suites, with 222 non-smoking suites. The hotel features over 9,500 square feet of flexible meeting/banquet space, divisible into seven rooms with the largest single capacity being 600 people. Each room has individually controlled air-conditioning system. Attentive professional staff is on hand to fulfill your planning needs. Banquet service is par excellence and in-house AV support is available.

#### **DIRECTIONS**

**From I-75 North:** Exit left on Midpark Road. Go over I-75. Turn left on access road. Hotel is on the right.

**From East and West**: From I-635 (LBJ) exit Coit Road North. Proceed on Coit Road to first light, Emily Road (Alpha to the left). Turn right on Emily Road and continue for two blocks. Back entrance of the hotel is on the right. Continue straight toward front of the hotel, make a U-turn and go into underground parking. Take the elevator up to the lobby.

## **EDUCATION NEWS**

# **Super Session: Executive Dine-Around Set November 1**

By Jill Heyerdahl, CMP JH Travel Incentives

Back by popular demand, another dynamic Executive Dine-Around Progressive Dinner is slated for Monday, November 1.

This year's program, brought to you



Jill Heyerdahl
JH Travel Incentives
Super Session Chair

by the Super Session Committee, will highlight three new restaurants, their executive dining facilities, plus feature a new educational program on Dining Etiquette.

Kim Zoller of Image Dynamics will serve as facilitator throughout the pro-

gressive dinner. Kim developed Image Dynamics seven years ago with the purpose of teaching organizations how to present a professional image through their people. Through her training, individuals learn how to handle any situation that is crucial to their success and set themselves apart from their competition.

Our topics for the evening will feature the following:

- ·How to conduct a proper wine tasting
- Defining the place setting what fork to use & what glass to drink from
- ·When and How to put your napkin on your lap
- ·Making appropriate seating arrangements
- ·Do's and don'ts pertaining to all kinds of foods
- ·How to order wine
- ·Paying the bill

Our hosts for the evening include: Paula Bruton, CMP with Lombardi Mare, featuring wine tasting and Italian seafood cuisine in The Portofino Dining Room; Elaine Maben, Banquet Manager with Maggiano's Little Italy, featuring Italian main course, served family style, in one of four private dining rooms; Beth Napolitano, Catering Sales Manager with Sullivan's Steakhouse, featuring executive desserts and dessert wines in the Ringside Jazz Club; and Patty Stern, Director of Client Services with Carey Limousines, supplying executive limousine service through out the evening.

Don't wait to register! Seating is limited! Please see the enclosed insert for our schedule of events and registration. For additional information, contact Jill Heyerdahl, CMP with JH Travel Incentives, Inc. at (972) 293-1509 or email djem@aol.com.

Cost: \$45 for MPI Members, \$55 for Non-Members, \$0 for Smart Card holders

### Need A\$\$i\$tance? Apply for a JPAPG!

Did you miss out on significant educational opportunities because there's nothing in your budget to cover class tuition or fees or conference registration.

The Jan Pollard Award for Professional Growth (JPAPG) lends financial support to MPI D/FW members who want to further their careers through educational sessions.

With the generous donations from monthly raffles, members of the D/FW Chapter enable the JPAPG Committee to provide financial support to qualified members.

For contact information about this program, see below.

# Jan Pollard Award for Professional Growth



Having a problem funding the PEC, WEC or another important professional education event?

Apply for MPI D/FW's Jan Pollard Award for Professional Growth.

When longtime MPI D/FW Chapter contributor and previous board member Jan Pollard died in February 1998, MPI D/FW renamed the Professional Growth Award program—benefiting ongoing professional educational needs of chapter members—the Jan Pollard Award for Professional Growth.

To participate on the JPA committee, apply for scholarship funds, or donate prizes for monthly drawings, contact Damita Smith, Carlson (Wagonlit Travel/XTS Travel Service), damita\_smith00@yahoo.com, or 214-915-9223. (E-mail preferred)

## **EDUCATION NEWS**



Look into your future . . . and develop a plan.

Join us for a December breakfast workshop. More details to follow.





# Educational Opportunities & Upcoming Industry Meetings at a glance

#### November 1

Super Session
Monday, Time TBD
Executive Dine-Around
Lombardi Mare, Maggiano's and
Sullivan's Steakhouse

Contact: Jill Heyerdahl, CMP (972) 293-1509 djem@aol.com

#### November 5 & 6 T.E.C. – Texas Education Conference

Friday: 2:00 p.m. until 6:30 p.m.
Saturday: 9:00 a.m. until 10:00 p.m.
Renaissance Hotel
Austin, TX
Registration: \$85.00
Exhibit Booth \$295.00
(includes one registration)
Contact: Gregory Pynes
214.770.1609
gregorypynes@connect.net
or Mary Lynn Novelli, CMP
214.346.1886
marylynn.novelli@rez.com

#### November 9

Tuesday, 6:00 – 8:00 p.m. Walk-A-While Program Topic & Venue TBA Contact: Patty Stern (214) 638-5019 × 243 pstern@careydfw.com

#### November 13

Saturday, 8:00 a.m. – 5:00 p.m. Excel, Access Richland College Technology Class Richland College SABRE Lab B014 Contact M.T. Hickman

For more information about any of these educational opportunities contact V.P./Education Tony Cummins (Adams Mark Hotel Dallas), 214-922-0316 or tlcc.dallas@att.net

# MPI and ASAE Produce Meetings Outlook Survey for 2000

Meeting Professionals International (MPI) and American Society of Association Executives (ASAE) have published the Meetings Outlook Survey for 2000, based on responses from 300 meeting planners.

"MPI continues to be proud of partnering with ASAE to uncover continuing and new trends in the meetings industry," said Edwin L. Griffin, Jr., CAE, MPI President/CEO.

Of the 300 total respondents, 150 meeting planners represented corporations and 150 represented associations. The participants represented an average of 14 years of experience.

Regional meetings are expected to increase by 26 percent, predicted the respondents surveyed. National meetings are anticipated to increase by 15 percent and international meetings by 17 percent. Of the planners surveyed, 63 percent already plan international meetings, an increase from 1999's 60 percent. The three

most popular countries to hold international meetings were identified as Canada, Mexico and the United Kingdom.

The average lead-time for an association meeting planner is one year, while corporate meeting planners' lead-times average six to eight months. For both groups, 64 percent expect lead-time to remain the same in 2000 and 30 percent anticipate an increase.

In an effort to reinforce a meeting's message, 70 percent of planners polled revealed that the educational programs they plan are specifically targeted toward an end benefit, and 62 percent use evaluations to monitor if expected benefits are met. Also, 50 percent use more advanced learning techniques and 40 percent reinforce the meeting's message through larger number of programs offered.

Return on investment (ROI) ranks very important by 61 percent of planners surveyed and somewhat important by 35 percent. Budget consideration was sited

as the most popular method of ROI measurement by 76 percent surveyed and 69 percent preferred measuring ROI based on revenue, direct expenses and overhead costs.

Of the 300 total respondents, 90 percent said they use computer-controlled, multi-media or LCD panels in the production of their meetings, and 81 percent utilize the Internet in some fashion. The tool most often used to market meetings is a home page on the Internet for 61 percent of meeting planners surveyed, while 52 percent prefer direct mail.

Of the 300 corporate and association meeting planners polled, **ten** percent plan to coordinate a community service project in conjunction with a meeting or convention as a public relations effort.

Looking toward the future, 69 percent of planners polled rank technology as the area of meeting planning that will change the most in the next two years, while 55 percent expect significant changes in educational topics and formats.

For more information on the MPI/ASAE Meetings Outlook Survey, call the Research Center of MPI at (972) 702-3043.

# Take a peek at a really good idea!









2500 South Shore Boulevard • League City, Texas 77573 • www.sshr.com • e-mail: SSHRSales@ghg.net



MPI Dallas/Forth Worth Chapter members can take advantage of deep discounts during value periods through August of this year. Chances are that we can match a value period with meeting dates you seek.

State-of-the-art facilities on the shore of Clear Lake, across from NASA and only minutes from Hobby Airport.

Ask about our special "Meetings To Go Package" and how our value periods can slash the cost of your next meeting.

# **Checks Totaling More than \$55,000 Presented to TMKCB 1999 Recipients**



The MPI Kids Charity Ball Chair Pat McCain, CMP poses with recipients of beneficiary organizations. Check presentations were made at the September MPI D/FW Chapter meeting. For more information, see page one.

**Bryan's House:** Cynthia Nunn and Pat McCain, CMP





Love for Kids: Loquieta Joy and Pat McCain, CMP



**Richland College:** Mary Darin and Pat McCain, CMP



**Wipe Out Kids Cancer**: Jackie Thornton, Pat McCain, CMP, and Cindy Brinker Simmons



Produced by Meeting Professionals International Dallas/Fort Worth Chapter



**Genesis Women's Shelter:** Jan Langbein and Pat McCain, CMP

Photos by VISTA

### **Volunteers Needed!**

The MPI Kids Charity Ball



TMKCB Chair 2000 Marsha Singer The Dallas Directory, Inc. 214-823-4370

#### Let's have a ball!

Sure, it may look easy to end the century with one of the best parties of the year but the real test will be if we can start the new century with the best party yet.

The MPI D/FW Kids Charity Ball is a true test of our membership. Four charities and one college received over \$55,000.00 from the 1999 event.

Our goal is to increase that amount and we can only do it with the support and participation of the D/FW Chapter membership.

The date is late August 2000 and we need everything from silent auction prizes to warm bodies, i.e. volunteers.

Make this event a priority on your list of volunteer projects for the year 2000.

Fill out the enclosed insert today and fax it to Marsha Singer, Chair 2000 at 214-821-1856. Or email Marsha at wmrsinger@aol.com and sign up today!

The first organizational meeting of the The MPI Kids Charity Ball 2000 Committee will be held November 8 at 5:30 p.m.

Be there and show you care!

### The MPI Kids Charity Ball

Produced byMeeting Professionals
International

Dallas/Fort Worth Chapter

August 2000

Exciting Venue TBA!

### **September Meeting Highlights**

# TABC Laws, Regulations Focus at Renaissance Dallas North Hotel





Photos by VISTA







Photos by VISTA















#### **Hall of Fame**

Please salute the following companies and individuals for their contributions to the September chapter meeting at the Renaissance Dallas North Hotel.

Featured Speakers
Agent Dolores Creech, TABC Offices DJ Mott, TABSS/Metroplex Stephen Shaw, P.C. Andrew Siegel, Burleson, Pate & Gibson, LLP

**Facility** 

Renaissance Dallas North Hotel

Reaz Chowdhury General Manager

Sherri Fahnenstiel Director of Catering

Sponsor of the Day

Corporate Massage & Fitness Stacy Fawcett

> **Audio Visual** AVW Eric Myers

**September Program Committee** 

Gloria Hernandez, CMP Holiday Inn Select DFW North

> Paige Braun Dallas Conventioner

**Dvorah Evans** Dallas Black Chamber of Commerce

> Joan Nichols AmeriSuites Las Colinas

> Mitchell Cathey Independent Consultant

> > Eric Myers AVW

Carolyn Colon



# **Ten Commandments** of **Business Etiquette**

Who picks up the check, opens the door, stands up when introduced? Marjorie Brody, a professional speaker, business trainer, and author of Prentice Hall's Complete Business Etiquette Handbook offers the following for "gender-neutral" etiquette:

- I. Shake hands with everyone—men and women—the same way. The one-hand, straight-up-and-down is the most effective and professional.
- II. Women as well as men should always stand when introduced in a one-on-one encounter e n v i r o n ment.
- III. Use your full name when introducing yourself. Don't be "Jane from Accounting." Full names give you more credibility and identity as a professional.
- IV. Address a woman as "Ms" in spoken or written communication. She many then advise you to say "Mrs." or "Miss" if she prefers.
- V. Introduce people in business based on rank, not gender.
- VI. Avoid touching people, with the exception of a professional handshake.
- VII. Avoid showing too much skin in any business-related situation, whether it is dress-down day or the company cocktail party. Shortshorts, sleeveless shirts, tank tops, and sandals are not appropriate for business-related environments.
- VIII. People open doors for people—not necessarily men opening doors for women. If someone opens a door for you, you should not protest this act of politeness.
- IX. Avoid addressing people as "Dear," "Son," "Doll," and the like in the workplace.
- X. The host of a business lunch or dinner, regardless of gender, picks up the check.
  - —submitted by Dana Nickerson, CMP (Square One Productions)

#### **North Texas Food Bank**



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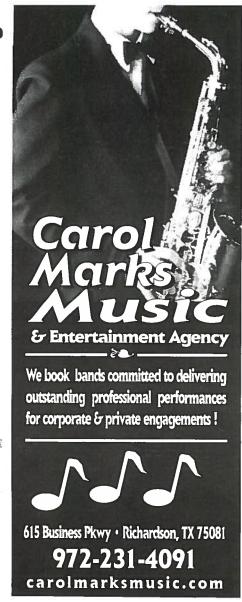
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# Y2K

Could the Y2K issue cause a crisis at one of your meetings?

Be sure to attend the November 18 chapter meeting!

### 1999 Supplier of the Year

### Michelle Carter, CMP, CHSP

By Erin Longley • Imagine Events Inc.

How does it feel to receive top honors from your chapter?

"It's hard to verbalize," says the 1999-2000 MPI D/FW Chapter Supplier of the Year, Michelle Carter, CMP, CHSP. "I was both surprised and honored to be nominated."



Receiving the award "confirmed that my contributions had a positive influence on the chapter and that my efforts were helpful," said Michelle.

Michelle chose to become active in MPI through the influence of two MPI mentors, Sue Fry and Jeff Means. Once involved, her activity level snowballed. She says that what meant the most to her was what she was getting back: knowledge, friendships, learning, and fun. "All the hours [put in] were always worthwhile," said Michelle.

Education is at the top of the projects that have meant the most to her. Michelle most enjoyed serving as VP of Education

and VP of Programs respectively because they gave her the opportunity to "work with people, brainstorm and learn for myself as well as develop programs for the chapter. I grew a lot through MPI education," said Michelle.

A true goal setter, Michelle set her sights high in her career and has achieved both her CMP and CHSP. She has served on several chapter committees and held four different offices on the chapter board of directors. "She has also shown her strong support for various chapter events through securing sponsorship from her past employers, most recently the Wyndham Anatole." As a result of her chapter activities and her industry-wide involvement, Michelle has received numerous awards and recognition for her service, including being nominated for Supplier of the Year three times.

What does MPI mean to her?

"It is the premier industry organization [with] the best opportunity to network and get education," said Michelle. "Through service on the board and committees, I have enhanced my professional development. I have learned to better communicate with clients and co-workers, develop lasting friendships, and stay current with industry trends and issues."

A Dallas native, Michelle calls herself a "True Texan" and considers herself fortunate to have maintained close ties to her family and long-time friends in the area. A down to earth, fun-loving person, Michelle enjoys running to relieve stress and spending time with her dog, Sam.

# Tidbits from the Top News from MPI International

#### **Chapter Advocacy Program to Debut**

After coordinating the Meeting Industry Legislative Action Day (MILAD) in Washington, DC for five years, MPI attendees and legislators felt it would be more effective to concentrate on state and local levels, rather than the national one.

To that end, the Government Affairs Committee has contracted Roger Rickard to develop a course about political involvement that can be provided to chapters at no charge, much like *The Platinum Series*, and is projected to begin in September.

The workshop will be flexible in length so it can be incorporated into a luncheon program with the ability to be modified for local differences.

For more information on the program content, contact Chad Chappell at 703-684-4443. To schedule the workshop, call Carolyn Nyguist at 972-702-3002.

### Last Chance to Register for MPI's Institutes Program!

Institutes I & II, two customized, integrated certificate programs in meeting management, are scheduled for October 24 - 28, at the Marriott Bay Point Resort Village in Panama City Beach, Florida.

Don't miss this opportunity for a truly valuable educational opportunity! Recommended for those who want to advance their meeting skills or to study for the CMP!

For registration materials or information, call 1-972-702-3051 or visit the website at www.mpiweb.org.



Submitted by Erin Longley (Imagine Events, Inc.) MPI D/FW International Marketing Liason



# Heard it through the Grapevine!



Mitchell Cathey 'Grapevine' Columnist

Alainna Ryan, CMP Excel Communications, Inc. 'Grapevine' Columnist

Ashley, with the Hotel Intercontinental and Chad Enloe of the Hyatt Regency Dallas, were blessed with a beautiful baby girl, born on August 30th.

**Cindy Martinez, CMP** has been named the director of sales for the *Hotel Intercontinental*.

Cary McCory has left Carlson Restaurants Worldwide to accept a position with Vartech as an event planner.

**Shannan Christo,** with the *Dallas Convention & Visitors Bureau*, and her husband Steve had a baby boy, Stephen Alan, born on August 22<sup>nd</sup> weighing 7 pounds 7 ounces.

**Cara Volmar** has left *Grapevine Mills* to pursue other interests.

**Angela Gage** has accepted a position with *JCPenney* as a meeting planner. She was formerly with *Excel Communications, Inc.* 

Amber Schlaht, corporate sales manager for the Renaissance – Dallas North Hotel, was married September 18<sup>th</sup> to David Massey with Moody Gardens Convention Center located in Galveston, Texas.

Michelle Carter, CMP has accepted a national sales position with *Rosewood Properties*. She was formerly with the *Wyndham Anatole Hotel*.

To submit items for this column contact Mitchell Cathey, 214-520-3901; or Alainna Ryan, CMP (Excel Communications, Inc.), 214-863-8926; fax 214/863-8576; aryan@excel.com.





"Star of the Month" is a recognition program honoring chapter members for involvement in committees and special programs. All Stars of the Month are eligible for a special drawing for two educational scholarship awards to attend the MPI International Conference or other MPI educational opportunities.



#### **David Gisler** Freeman Decorating

Our September Star is one whom every-body loves! In compiling his credits, this was a constant comment. He is a Sales Manager for Freeman Decorating and has been a longtime member of MPI. His support of our chapter is shown in the donation of lots of time, props, and decorating services. He sits on the program committee every year—in fact there is not one MPI event that he does not volunteer his time and resources.





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## Food for Thought: Managing Meetings When Holidays Are An Issue



By Todd I. Schwartz Ernst & Young LLP

Holidays and celebrations related to cultures, experiences, beliefs or background may cause the meeting planner to think twice when planning special events.

Some holidays mandate "no work"; others require fasting. The meeting planner should consider the holidays and special events to be celebrated during the months ahead.

Being aware of various customs and traditions can alleviate potential problems.

October is National Disability Employment Awareness Month

Monday, October 11: Columbus Day is celebrated in the United States as a national holiday. Most schools are closed and many parents may take the day off to spend with school-age children. Avoid scheduling meetings on this day.

Monday, October 11: Thanksgiving Day in Canada, a national holiday. Avoid scheduling meetings involving Canadians on this day

Tuesday, October 19: Durga Puga, an Indian festival, begins on this day. It is a significant festival for Hindus and requires fasting on the second day.

Wednesday, October 20: Day of fasting in Durga Puga. Avoid scheduling meetings around mealtime on this day.

Wednesday, October 20: Baha'i celebrate the birthday of the Bab on this day. Staff observing this holiday may request a personal or vacation day.

November is National American Indian Heritage Month

Monday, November 1: Dia de los Muertos, "Day of the Dead," for Mexico and Latin America is a celebration that blends Christian and Aztec traditions. It is marked with community and family gatherings and feasting.

Sunday, November 7: Diwali, the

Hindu festival of lights, is one of the most important festivals of the year and marks the beginning of the Hindu new year.

Friday, November 11: Birthday of Baha'u'llah is a Baha'i celebration that marks the birthday of the prophet-founder of the Baha'i faith in 1817.

**Friday, November 11:** Veterans Day—United States—is celebrated nationwide; avoid planning meetings on this national holiday.

**Tuesday, November 23:** Shab-E-Barat is an Islamic holiday where Islamic people fast in preparation for the Ramadan.

Thursday, November 25: Thanks-giving Day—United States— national holiday; honors the first harvest of the Plymouth Colony and is celebrated with family gatherings and religious services.

**December** is Universal Human Rights Month

**Saturday, December 3:** Hanukkah, the celebration of lights, is commemorat-

ed with a lighting of candles for eight nights for those of the Jewish faith. Some insist on being home by sundown to prepare for the celebration.

Thursday, December 8: Ramadan, the ninth and holiest month on the Islamic calendar, begins at the sighting of the new moon. Fasting during this month is one of the five fundamental duties of Islam. The fast ends when the new moon is again sighted. Avoid scheduling meetings around mealtime throughout this period and late meetings on Wednesday.

Friday, December 24: Christmas Eve—national holiday.

**Saturday, December 25:** Christmas—United States and worldwide holiday—celebrating the birth of Jesus Christ.

**Sunday, December 26:** Kwanzaa, a celebration of Americans of African ancestry, is based on seven principles of traditional African harvest festivals and lasts for seven days ending on January 1.

Monday, December 27: Boxing Day is a holiday in Canada and the United Kingdom. Avoid scheduling meetings involving Canadians on this day.

(Thanks to Ernst & Young LLP's Diversity Board)

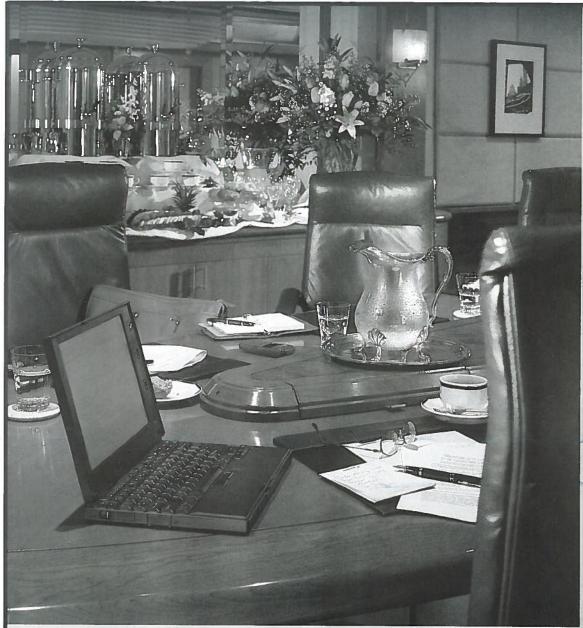
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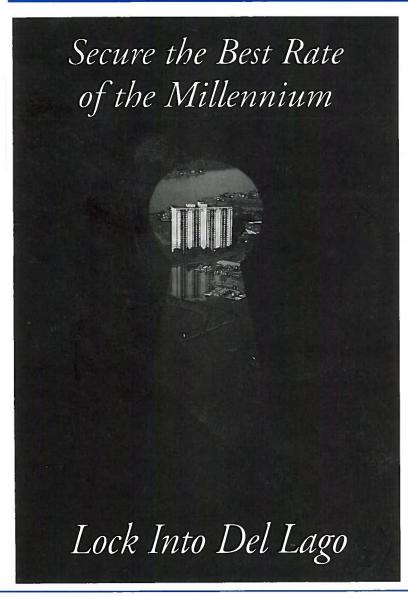
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