



Washington, DC Metro Chapter

2005 Board Orientation Kit (CD)

Board Contact List

Chapter Manual

Individual ACPInt'l Biz Card (10 to get started + file to print more)

Board Role Descriptions /Expectations

Templates: Minutes
Letterhead
Logos
Badges

Chapter Vision/Mission

Chapter ByLaws

ACPIInternational Value and Investment

ACPIInternational-DC Trends

Membership List

Directions to download and searching from website
Outreach efforts

Current Budget

Vendor Relations

Agreement
List of Vendors
Stuff for Display

Programs

Past 2 years
Fees
Location

Communication

E-Mail sample
Newsletter sample

Programs

2003	2004
	January - “Where Are The Jobs? Employment Trends in the Washington Metro Area”, Dr. Stephen F. Fuller, Director of the Center for Regional Analysis, George Mason University
	February - Kim Clark Pakstys of the Millennium Group International and Tom Karl of Mastery Works will present: “State-of-the Art: Career Development in Organizations”
	March - “Is there a Sea Change going on in the Career Professionals Industry? How will changes affect our Practices” Panelists are: Tom Morris, Morris & Associates, Katherine Ponds, Vice President, Right Management Consultants, and John Hannah, founder of LeaderCoach LLC
April – “Broadening Your Marketability Through Online Resources”, Presenter: Judith Doherty, Executive Producer for the Job Section of WashingtonPost.com	April - Will Boomers Ever Retire? Implications for Career Professionals, Patricia A. Frame
May – “Ethics in Career Management”, Presenters: Colleen Schaeffgen, career coach, and Tom Morris, Career Management Fellow and President of Morris Associates	May - Networking With Coaches, Career Managers and OD Professionals, Co-sponsored by: Association of Career Professionals Washington DC Metro, ICF Metro DC, Coachville
June – “Dyeing Your Hair Isn’t Enough”, Presenters: Shirley and Keith Porter, co-founders of the Third Age Coalition	June - You Met, You Networked, Now What?, Dan Williams, Founder, The Networking Community
July – “Networking”, Presenter: Susan RoAne, author of Ebay book, <i>Networking Beyond the Buzzword</i> Joint Meeting with ICF, DC Chapter	July – Prof. Dev. 1/2Day "Innovations in Career Management: Programs, Business Models and Tools You Can Use" Implementing Effective, Customized Strategies with International Clients, Susan Drew Thomas, Dept. of State, Nedra Klee Hartzell, Leading Your Practice to Growth & Profitability, Kenneth D. Rosplock, CFP, CPA, President of Bay Ridge Advisors, and Barbara Friedmann, NCCC, a Career Management Consultant.
September – “When Clients Are At a Career Crossroad: Consider Entrepreneurial Options”, Presenters: Anthony Cantor, Human Resource	September - “Innovations in Indispensable Tools” Amy Ferris, CPP, Inc.

Consultant and founder of Doc.Voc Enterprises and Donna Berry,, Owner, The Entrepreneur’s Source	
October – College Graduates: A Clientele Base for ACP?”, Suzanne L Harvey, Associate Director of Career Services, Marymount University, Anne Scammon, Career Center of George Washington University, and Mike Townsend, President and founder of Life Learning Systems.	October – The Importance of Being Centered, John Hannah
December - Holiday Party, “Swap Resources Till You Drop” and White Elephant Gift Exchange”	December - Holiday Party

Vendors

1. **IMPACT PUBLICATIONS: 1-800-361-1055 Fax 703-335-9486 or ORDER ONLINE www.impactpublications.com email info@impactpublications.com**
2. **MASTERYWORKS, INC: 1-800-691-8379 www.MasteryWorks.com**
3. **CPP, INC : Complete application form sent to all members and new members to receive discount. Web site <http://www.cpp.com/> e-mail custserv@cpp.com 1-800-604-9859**

Hot Issues

- **Membership Dues increase**
- **Membership retention**
- **Budget – options**
 - **Increase fees**
 - **New venue**

Other Issues

1. **Website**
2. **Conference scholarship promotion**
3. **Member survey**
4. **Expo**
5. **Joint Prof. events**