

PRESIDENT'S CORNER

NACE NEEDS YOU!!

In November 2004, not only will we be electing a President and Vice President of the United States, we will also be electing the 2005-2006 Houston Chapter of NACE Board of Directors. Call me crazy, but both of these elections are very important! Call me clairvoyant or even crazier yet, but I know some of you would love to be more involved. I thought I would outline what the Board Positions are and what the requirements are for each role. If you would like to discuss these opportunities, let me know.

As your current President and a Board member for the past 5 years, I can truly say I have completely enjoyed serving on this board. I've made many great friends, done many meaningful and fulfilling things, and cannot say enough about what it means to help lead an association that represents the very best people in the catering industry. Our continuing future success depends on the spirit of volunteerism from our membership.

Houston Chapter of NACE Board of Directors Positions and Descriptions

President:

- Must be an active primary member in good standing
- Must have served on the Board of Directors for at least one term
- Attendance required at 90% of all regularly scheduled board meetings and monthly general meetings.
- Responsible for conducting Chapter Announcements and updates for monthly chapter meetings in addition to conduction monthly Board of Director Meetings
- Provide newsletter articles
- Serve as liaison between local chapter and national headquarters
- Must attend annual Regional Retreats, National Leadership and Educational Conferences on behalf of the chapter at the Chapter President's Council.
- Serve as confidant for all members with questions or concerns regarding our chapter.
- Actively recruits new members.

Vice President of Programs:

- Must be an active primary member in good standing
- Must have served previously on the Board of Directors in some capacity
- Attendance required at 90% of all regularly scheduled board meetings and monthly general meetings.

- Serves as Committee Chair for Chapter Educational Programming for monthly meetings
- Serves as Second in Command in the event that the President is absent from a meeting
- Should attend one or more of the following: Regional Retreats, National Leadership and Educational Conferences
- Actively recruits new members.

Secretary/Historian:

- Must be an active member in good standing
- Attendance required at 90% of all regularly scheduled board meetings and monthly general meetings
- Responsible for accurate minutes from monthly board meetings
- Responsible for collecting all meeting invites and taking photos of all events. These items will be compiled and placed on a CD for the Chapter Website and Award Submissions.
- Attendance at the Regional Retreat, National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Treasurer:

- Must be an active member in good standing
- Attendance required at 90% of regularly scheduled board meetings and monthly general meetings
- Responsible for preparing the Annual Chapter Budget
- Responsible for maintaining the Chapter Funds
- Provide at monthly board meetings:
- Current budget
- Members with outstanding balances
- Projection of annual expenses.
- Responsible for monthly meeting billing of no shows
- Responsible for receiving payment at monthly meetings
- Attendance at the Regional Retreat, National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Membership Chair:

- Must be an active member in good standing
- Attendance required at 90% of regularly scheduled board meetings and monthly general meetings
- Provide at monthly board meeting
- Current roster
- Current number of members
- List of new members
- List of dropped members

- Responsible for implementing member recruitment and retention efforts within the chapter
- Attendance at the Regional Retreat, National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Affiliate Representative:

- Must be an active member in good standing
- Attendance required at regularly scheduled board meetings and monthly general meetings
- Serves as liaison for the affiliate members to the board of directors as well as the National Affiliate representative.
- Coordinate Affiliate participation and Showcasing at monthly meetings
- Attendance at the Regional Retreat, National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Community Service Chair:

- Must be an active member in good standing
- Attendance required at 90% of regularly scheduled board meetings and monthly general meetings
- Serves as a liaison between the association and the community
- Coordinates community service projects
- Coordinates Adopt a Penguin Program
- Provide the following information at board meeting: Update on Community Service Activities
- Attendance at the National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Communications Chair:

- Must be an active member in good standing
- Attendance required at 90% of regularly scheduled board meetings and monthly general meetings
- Responsible for producing newsletter as well as website
- Serves as a liaison between the web master and the board of directors
- Attendance at the Regional Retreat, National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Marketing Chair:

- Must be an active member in good standing
- Attendance required at 90% of regularly scheduled board meetings and monthly general meetings
- Responsible for E-mailing monthly meeting announcements

- Responsible for collecting RSVP's for monthly meetings
- Responsible for making name tags for monthly meetings.
- "Snail mails" out monthly invite
- Responsible for sending out, birthday cards, anniversary cards, etc.
- Attendance at the Regional Retreat, National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Student Chapter Representative:

- Must be an active member in good standing
- Attendance required at regularly scheduled board meetings and monthly general meetings as possible
- Responsible for committee task for various areas on the board.
- Serves as a liaison for the Student members to the board of directors as well as to National Board of Directors
- Attendance at the Regional Retreat, National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Board Members in Training/Committee Members:

- Must be an active member in good standing
- You are encouraged to attend as many board meetings and monthly general meetings as possible
- Participates in committee work for Board Members in the area that interests them.
- Attendance at the National Leadership and Educational Conference is strongly recommended
- Actively recruits new members.

Some of you will be getting phone calls from our Board Members, asking you if you'd like to get involved in leading our chapter. Our next Board Meeting will be at MDI Distributors on July 6, 2004 at 6pm. Please consider attending this meeting to find out more about serving on the board.

See you at the next meeting,
 Lisa Hopkins, CPCE
 Houston Chapter President

MONTHLY MEETING RECAP

2nd Annual Allied Organizations Luncheon

HOUSTON SUPER EVENTS

“Where We’ve Been & Where We Are Going”

May 12, 2004

Were you one of the 156 guests that attended the Allied Luncheon? The Who’s Who in the Houston hospitality industry was seen at the last meeting. Just some of the guest spotted were Melanie Campbell, Richard Colt, Kevin Foster, Jo Hart, Ceci Kammer, Gail McGroder, Jan Rocco, Matthew Stone, Jill Vidal and Jay Welch.

Not seen at the luncheon were two of the speakers. Jordy Tolle & Shea Guinn had to cancel at the last minute due to other obligations. However, George DeMontrond picked up the fumble and ran with it.

The registration and raffle ticket sales went flawless. With may ISES and NACE members on hand no one had to stand in line. A new twist in raffle ticket sales really worked. After purchasing the raffle tickets, which were 10 for \$10.00, attendees were given one ticket to redeem for 10 tickets that were to be placed in the draw. You might have through 10 tickets for \$10.00 was a little much, however no one seemed to mind with 5 gift baskets and a \$100.00 cash give away.

With another successful ISES and NACE luncheon behind us, we would like to thank the following for helping us put this event together.

Edwin Hornberger Conference Center
Aztec Party & Tent Rentals
Bodacious Baskets
Events A La Carte
Bailey Connor Catering.

We also appreciated the support of our “sister” Houston Chapters of MPI, PRSA & AFP.

MONTHLY MEETING INVITE

What is ICON?
What is ICON?

***NACE Presents: Hotels of the Rich & Famous
Please join NACE and "Robin Leach" at the Fabulous
Hotel ICON with speakers
Troy s. Bennett, CHA, Managing Director, Hotel ICON
&
Rick Reed, Director of Sales & Marketing, Hotel ICON***

Date: June 16, 2004

Location: Hotel ICON
220 Main
Houston, TX 77002

Time: 5:30pm – 6:30pm Registration/Networking
6:30pm – 7:30pm Announcements/Program
7:30pm – 8:30pm Reception

Parking: Event Valet Parking \$8.00 per car or self parking available
in surrounding parking lots.

Phone #: In case you get lost 713-224-ICON

June Affiliate Sponsors
Distinctive Details
Floral Events
Franciscan Estates
Adams & Green Entertainment Agency

Members \$25.00/Student Members \$20.00
Non-Members \$35.00/Non-Student Members \$35.00
Any RSVP After 6/14/04 Will Be Charged The Non-Member Price
No Shows Will Be Billed

RSVP's by e-mail Melanie Campbell at mcampbell@cpmedcenter.com
Or by phone @713-577-0021

COMMUNITY SERVICE NEWS

HELP NEEDED AT MDA CAMP!

We are looking for volunteers on Wednesday, June 9th to visit the MDA camp near Brenham. Since MDA is our fundraiser charity for our big event on October 8th, we have been invited to visit their summer camp as well as to host a 'cookie decorating' class.

We will meet at a convenient location and carpool / caravan to the camp. The agenda will be as follows:

11:00 am: Meet to depart (more details and location to come)

11:15 am: Depart for camp

12:30 pm-ish: Arrive at camp (near Brenham)

Lunch and tour of camp

Setup for cookie baking / decorating class

3:00 pm: Class begins

**Many of the kids will rotate through the class. We will see approximately 75-100 kids and 50+ counselors.

6:30 pm: Dinner at camp

7:00 pm: Casino night

Some of us will be staying for the casino night with the kids and Joe Zuniga will be volunteering his DJ services for the evenings festivities.

If you are interested in attending, please RSVP to me by Tuesday, 6/8.

Amber Fraser
Cakes & Culinary Creations
713-446-8060
ambfraser@aol.com

DENNIS DOUGHTY IS TAKING OVER!

Dennis Doughty is taking over as Community Service Chair. If you have any ideas or would like to participate in upcoming event please contact "Mister Charm" at 713-524-0199.

2004 FUNDRAISER UPDATE

Save the Date!
NACE ON BROADWAY
Co Starring
MDA & The Foundation of NACE
2004 Fundraiser
Friday, October 8, 2004
Marriott Houston Westchase
7:00pm to Midnight

If you would like to help with the fundraiser please contact Diane Knoche directly at 713-646-6938 or e-mail: dknoche@hourhpo.hyatt.com or one of the following members listed below.

Silent Auction

Amber Fraser
713/446-8060
amfraser@aol.com

Food Stations

Lisa Hopkins
713/685-6843
lhopkins@hopkins@houstonian.com

Decorations

Jeremie Field
713-229-2211
jfield@houstonclub.org

Sponsorships

Jo Ann Schwartz Woodward
713/935-0353
scwartzwoodward@msn.com

NACE NATIONAL UPDATE

2004 EDUCATIONAL CONFERENCE

July 18-21, 2004

It' not to late to Register.....

More details on the conference can be found on the NACE National website www.nace.net Once you have accessed the site, click on Xtreme NACE 2004 at the bottom of the left hand side of the page.

NACE Headquarters is on the move to new digs!

**UPDATED Noon, Thursday,
May 27th**

***NACE has just moved
into new
headquarters.
Phones and fax are
operational.***

***Email service has
been restored and
our high-speed
internet access
should be fully
operable sometime
in the coming week.***

***We thank you for
your patience and
look forward to
serving you.***



NACE Headquarters
NEW updated 5/27/04
9881 Broken Land Parkway,
Suite 101
Columbia, MD 21046
Phone: 410-997-9055 ~ Fax:
410-997-8834

MEMBERSHIP

Houston Chapter of NACE
Current Membership is 166
We have 143 Regular Members and 23 Student Members

If you are interested in becoming a NACE Member contact
Connie Ramirez at 713-682-1828 or e-mail: connieatwork@ev1.net or
go to the national website www.nace.net

If you know you want to be a NACE Member just click below.

(Major, please insert NACE membership application from last months newsletter)

TREASURY

NACE Scholarships

The Houston Chapter of NACE is proud to announce that the following individuals who have earned scholarships to the NACE Educational Conference in July. They are as follows:

Lisa Hopkins
Shea Ashley
Diane Knoche
Robert Capers
Jason Bailey
Jeremie Fields
Kanwal Kabiruddin

Scholarships were based on volunteer requirements throughout the course of a year.

PAYPAL IS A MUST...

Members, in the last few months we have given you the option of many ways of paying for monthly meetings. I am trying to far warn you that by the end of Summer Houston NACE is going to only accepted credit cards through PayPal. In

the next few months we will only be accepted cash/check at the door. Should you have any questions or concerns please contact Mark Caffey – Treasurer at 713-683-3866.

A LITTLE SOMETHING EXTRA

CONGRATULATIONS MELANIE CAMPBELL!

Melanie Campbell, Director of Catering at the Crowne Plaza Medical Center Hotel has been appointed as Marketing Chair of the NACE Board. She will be the new RSVP Queen. Please make sure you RSVP to all meeting via e-mail mcampbell@cpmedcenter.com.

Notice to Readers:

We are only volunteers in charge of the newsletter, not professional journalist. Should you find any errors, please forgive us.