



Metro DC Chapter of ASTD

Volunteer Recognition Dinner

2013

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Agenda

- 6:00 PM GUESTS ARRIVE, CASH BAR OPENS, NETWORKING
- 6:30 PM PRESENTER INTRODUCTION / PRESENTATION
- 7:15 PM BUFFET OPENS
- 8:00 PM ANNUAL MEETING PRESENTATION / OUTGOING PRESIDENT'S MESSAGE / INCOMING PRESIDENT'S MESSAGE
- 8:15 PM INTRODUCTION OF THE 2014 BOARD OF DIRECTORS
- 8:30 PM CLOSE OF THE MEETING / NETWORKING

Letter from the Current President

What a wonderful year it has been! Thank you very, very much to all of you and to all of the excellent volunteers who supported us this year. We strive to not only offer membership value but also volunteer value. We want to ensure there are opportunities for professional development in many different forms. We offered over 55 events this past year including our dinner programs, workshops, webinars, COP/SIG meetings, networking events and new member orientations. All of these events require volunteers and I hope that everyone who volunteered has been able to work towards meeting a particular professional development goal. Our efforts have made us an active and financially sound chapter. Our bank accounts and reserves are healthy.

The board continuously discusses opportunities for increasing the value we provide to our chapter community. Your ongoing feedback is important to help us as we provide engagement opportunities that meet your needs. We think we're on track because this year we topped over 450 chapter members! The responses from our recent annual survey indicate your top three learning interests are focused on learning technologies, evaluating training effectiveness and return on investment, and also performance improvement. This data will inform our 2014 planning to keep you engaged.

From an internal perspective we looked at how efficiently we operate so that we can optimize our services to you. We reviewed our operating procedures and as a result we hired our first chapter administrator. We are delighted to announce that RMK Productions will be taking over many of the administrative tasks our board had to complete. The efforts of the administrator will ease the tactical demands of the board so it can focus more clearly on strategic issues. We also transitioned our Special Interest Groups (SIGs) to Communities of Practice (COPs) to follow national ASTD's lead in trying to promote more online interaction. These are big changes for us, and indicators that the chapter is maturing in such a way to provide the best value to you.

I have to say that being the President of a non-profit association is not always easy, but the rewards make the effort very satisfying. I've learned much over the past 18 months and I have grown tremendously from the roles I have served. One of the biggest rewards is knowing that my involvement has also helped many of you. The kind words of thanks and appreciation you've shared mean very much to me. I enjoy seeing your smiles and catching up at events. You personally have told me of the value our chapter provides to you. I'm so happy that you've allowed me to lead our chapter and I'm honored for your confidence and support.

My sincerest thanks,

Foster Rockwell

**President
Metro DC Chapter of ASTD**

Greetings from the Incoming President

It is an honor to be taking the chapter reins, and I am excited and enthusiastic about the opportunity to lead the Metro DC ASTD Chapter in 2014. Over the last year, I have worked to learn and absorb every detail I could about the chapter and all its intricacies. My greatest lessons have reflected that while the chapter continues to be a fiscally sound organization with high membership satisfaction, there are still areas where Metro DC can improve and enhance our services.

My goal for the next year is to bridge many of our current service offerings and continue to add resources to provide you an enriched membership experience. I believe that as members, you deserve the best that we can offer, and I am committed to working towards delivering resources that allow you to continue to develop and grow professionally, and network with other Workplace Learning and Performance professionals within the community.

What I am most excited about with my new role is the opportunity to work with the amazing collection of talent that makes up the 2014 board. The energy and passion that they possess is already evident in the behind the scenes activities that have been started. Many of them are already leading the charge to develop their portfolios, committees, and initiatives for 2014.

We all look forward to having a productive and active year, and collaborating with you to make 2014 one that leaves you more educated on trends and technologies, and with a broader network than you had at the beginning of the year. This is an exciting time for the chapter and we welcome your feedback and suggestions on ways we can assist you. Thanks for your continued support and engagement!

Warmest Regards,

Andrea Evans

**President-Elect
Metro DC Chapter of ASTD**

2013 The Year in Review

2013 proved to be another successful and financially healthy year for the chapter. Here is a snap shot of key metrics illustrating progress of the Metro DC Chapter of ASTD.

Metro DC Chapter of ASTD Balance Sheet

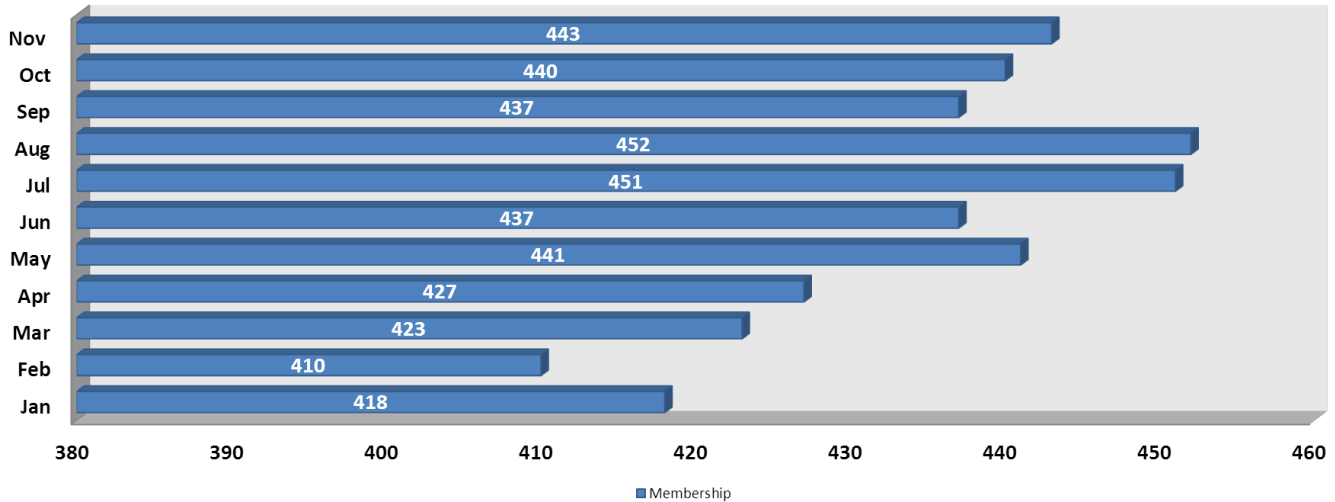
	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
1021 Checking - Wells Fargo	48,089.15
1022 Reserve Account - Wells Fargo	37,765.36
1130 Cash on Hand/PayPal	110.97
Total Bank Accounts	<u>\$ 85,965.48</u>
Accounts Receivable	
1120 Accounts Receivable	250.00
Total Accounts Receivable	<u>\$ 250.00</u>
Other current assets	
1500 Prepaid Insurance	501.96
1501 Prepaid Program Expenses	500.00
1502 Prepaid - Other	1,213.56
Total Other current assets	<u>\$ 2,215.52</u>
Total Current Assets	<u>\$ 88,431.00</u>
Fixed Assets	
1600 Property & Equipment	577.49
1610 Accumulated Depreciation	-115.00
Total Fixed Assets	<u>\$ 462.49</u>
Other Assets	
1650 Software	1,400.00
1655 Software Amortization	-1,400.00
Total Other Assets	<u>\$ 0.00</u>
TOTAL ASSETS	<u>\$ 88,893.49</u>
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	4,187.81
Total Accounts Payable	<u>\$ 4,187.81</u>
Other Current Liabilities	
2114 Deferred Revenue - 2014	2,030.00
2401 Deferred Rev - Programs	635.00
Total Other Current Liabilities	<u>\$ 2,665.00</u>
Total Current Liabilities	<u>\$ 6,852.81</u>
Total Liabilities	<u>\$ 6,852.81</u>
Equity	
3000 Net Assets	52,565.53
Net Income	29,475.15
Total Equity	<u>\$ 82,040.68</u>
TOTAL LIABILITIES AND EQUITY	<u>\$ 88,893.49</u>

Metro DC Chapter of ASTD Profit & Loss January - December 2013

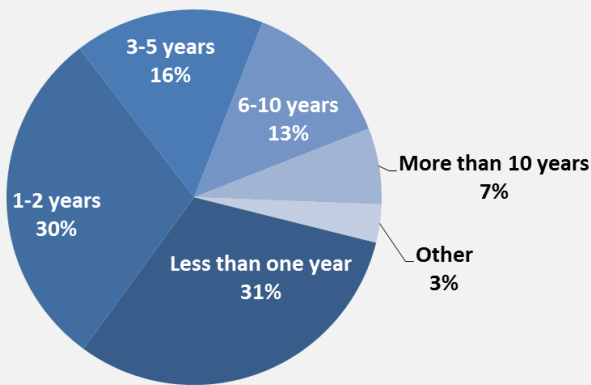
	<u>Total</u>
Income	
04-1000 Program - Talent Mgmt End of Yr	630.00
06-0000 Membership	36,280.00
07-0000 Treasurer	9.41
08-0000 Marketing & Communications	8,500.86
09-0000 Career Development	2,928.82
11-0000 Monthly Program Revenue	18,015.00
16-0000 Professional Development Rev	40,139.00
Total Income	<u>\$106,503.09</u>
Gross Profit	<u>\$106,503.09</u>
Expenses	
01-0100 Administration Exp.	8,430.72
04-0100 Program - Talent Management	6,338.07
05-0100 SIGS Exp	450.00
06-0100 Membership Exp	2,307.27
07-0100 Treasurer Exp	6,975.00
08-0100 Marketing & Comm.	180.00
09-0100 Career Dev. Exp	3,308.65
11-0100 Program Exp	23,925.20
16-0100 Professional Dev Exp	21,295.03
18-0000 Technology	3,793.00
Total Expenses	<u>\$ 77,002.94</u>
Net Operating Income	<u>\$ 29,500.15</u>
Other Expenses	
Bad Debts Expense	25.00
Total Other Expenses	<u>\$ 25.00</u>
Net Other Income	<u>-\$ 25.00</u>
Net Income	<u>\$ 29,475.15</u>

2013 The Year in Review

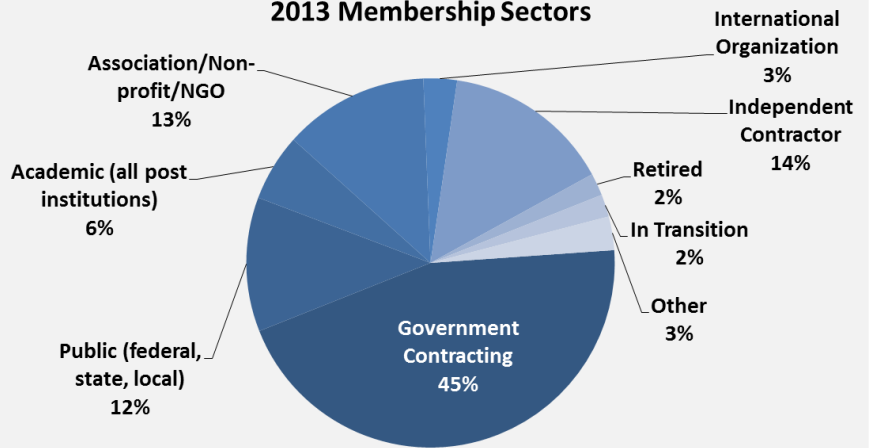
Overall Membership



Membership Tenure



2013 Membership Sectors



Top 3 Members Areas of Expertise:

1. Training
2. Instructional Design
3. E- learning Design/Development

Top 3 Preferred Technologies for 2014 Programming:

1. Mobile Learning
2. Authoring Tools
3. Gaming/Simulations

Top 3 Preferred Learning Topics for 2014:

1. Learning Technologies
2. Evaluate Learning Impact and ROI
3. Performance Improvement

2013 Chapter Accomplishments

- \$32,554 in revenue thru September 2013
- Hosted over 9 dinner program events
- Coordinated over 34 SIG/CoP events
- Organized 10 Professional Workshops
- Coordinated 3 networking events for members to socialize and interact
- Conducted 2 new member orientations to introduce new members to the chapter and available benefits
- Launched a successful mentoring program with 25 participants

Member Service Offerings

OFFERINGS OPEN TO ALL

- DCASTD.org Website
- SIGs/CoPs
- Facebook Group
- Twitter Feed
- Podcasts
- Networking Events
- Job Postings
- Beltway Bulletin Monthly Newsletter
- Professional Development Events (Dinner Programs, Virtual Programs Webinars, Professional Development Workshops) for Additional Cost

OFFERINGS OPEN TO MEMBERS ONLY

- Free Webinars
- Discounted Networking Events
- Discount on Programs
- Discount on Professional Development
- Consultant Referral Service
- Leadership and Volunteer Roles
- Adobe Connect Discounted License

2013 Volunteers

All of these accomplishments would not be possible without the tireless work of the many volunteers who have supported the chapter this year. We would like to give special thanks and recognition to the following individuals.

Alice Muellerweiss
Alice Waagen
Andrea Edmundson
Andrew Shields
Andria Rollinson
Ann Rosser
Barbara Schaffer
Bobbie Dickerson
Brenda McNeely
Caroline Bolas
Christina Holloway
Claudia Escribano
Cynthia Denton-Ade
Dawn Hagan
Dawn McAvoy
Deadra Welcome
Deborah Parker
Diane Elkins
Diane Smith
Gina McDaniel

Greg Hamluk
Halelly Azulay
Illeana Fernandez
Jim Rich
Judy Rogers
Karen Mack
Karin Bues
Laurie Carrigan
Lesley Quattlebaum
Leslie Harps
Lisa Cohen
Liz McGuire
Lori Ann Roth
Lorraine Nordlinger
Lura Bobbitt
Marcella Simon
Marlene Thomas
Mary Lynn Billitteri
Michael Randel
Michelle Moore

Neal Henderson
Nic Turrentine
Peggy Linden
Pete Smith
Philip Martin
Rachel Miller Griffith
Rhonda Davis
Rhonda Mower
Richard Brown
Rick Blunt
Rob Robles
Robin Altice
Shannon Dooley
Susan Idziak
Todd Slater
Tom Coffey
Tom Tatem
Travis Goines
William Cocolis

Thank You!

2014 Board Members

2014 EXECUTIVE COMMITTEE

- Andrea Evans President
- Foster Rockwell Past President
- Vacant President-Elect
- Kathy Reffeinstein VP, Membership
- Vacant VP, Finance & Operations

2014 BOARD OF DIRECTORS

- Pam Marshall Director of Career Services
- Tom Tatem Director of COPs
- Marcella Simon Director of Marketing
- Mary Lynn Billitteri Director of Membership Outreach
- Sherrie Reece Director of Professional Development
- Diane Elkins Director of Programs
- Vacant Director of Sponsorships
- Dawn McAvoy Director of Talent Management
- Rick Blunt Director of Virtual Programs

2013 Sponsors

