

Chat from January Chapter Resources Webinar

Request a copy of your Chapter Affiliation Agreement to **chapters@nigp.org**

Request a Visit from Your Chapter Ambassadors at
www.nigp.org/chapters/chapter-visits

Directory of Chapters **www.nigp.org/directory/chapters**

To Host and NIGP Course go to **www.nigp.org/chapters/host-an-nigp-course**

For a list of upcoming courses **<https://www.nigp.org/learning/all-courses>**

- **Every time you register for a NIGP-hosted course, be sure to include the name of your chapter during registration**

Chapter Awards and Recognition - webinar and applications coming soon
<https://www.nigp.org/chapters/awards-and-recognition>

Chris Smith - Let's connect and build a stronger network of NIGP leaders committed to Public Procurement Excellence! Together, we can share knowledge, collaborate, and drive innovation in our profession. Connect with me on LinkedIn: <https://www.linkedin.com/in/chris-smith-mba>. - Chris Smith, Contract Specialist - Fairfax County, VA

Annette West, JOCO Purchasing: May the image of the Performance Seal be used like a badge to be applied to email signatures, awards pages on a chapter site, etc.? **YES!!!**

Still time to Register for Leadership Summit: Chapter Academy
<https://www.nigp.org/events/leadership-summit/chapter-academy>
Deadline to register to Chapter Academy is January 17th.

Donna Davies (CO-OPP): I attended Chapter Academy last year in the chapter leader track and it was a wonderful event. Lots of good information

packed into a few days, and a great opportunity to meet with other chapter members and hear how they run their chapters and problem solve.

Bring your Business Cards to Academy or Or your Blinkq app to share your digital business card!

La Tasha Terry- SCAGPO- Area 4 CA:Blinq is a great virtual card

Susan: Is there a one time attendance for Academy (ex if a 1st time leader attended previous years will they be allowed to attend again) **NO, You can attend multiple times. Themes may stay the same but content changes each year.**

Julia Fraser: Agreed! Having two people was so helpful for bringing back info to the chapter.

Ginny N Justiniano: Yes, we had 2 people go last year and we had one emerging first timer go with a seasoned leader

Chapter SME Program:

<https://app.smartsheet.com/b/form/4d7633a4dec94516aeed146fb54cb653>

DTORRESCORDOVA: How long does it take to review. **It takes NIGP 1-2 weeks to review Chapter Bylaws**

Merveille Basue: Chapter Resource Library:

<https://www.nigp.org/chapters/chapter-resources>

La Tasha Terry- SCAGPO- Area 4 CA:The strategic plan session was awesome

Merveille Basue: Financial Management:

<https://www.nigp.org/chapters/financial-management>

Legal, Taxes and Insurance: <https://www.nigp.org/chapters/legal-taxes-insurance>

Donna Davies (CO-OPP): Will chapters be receiving our NIGP list for the membership report this month? Or did we miss it being sent out already?
They were sent out at the end of last year but please feel free to request a copy of NIGP members in your state to complete the Chapter Member Data Form or for requirement purposes at chapters@nigp.org

Merveille Basue: Membership:
<https://www.nigp.org/chapters/membership>

Erah J Harper: Will you be sending a link to this recording so our other board members can watch. **YES, it will go out in the Leaders in the Loop on Thursday, January 16th.**

GaryO.Chavez: is there a discount offered to dual members to entice them to join both? **Not at this time. NIGP working through some membership models**

Question about Belonging to multiple chapters and applying for Scholarships:

Erah J Harper: Our chapter requires participation in some chapter events in order to qualify for a scholarship we have a point system.

Donna Davies (CO-OPP): Our chapter has other requirements for receiving aid/scholarships besides just being a member. So if someone just joins to try to get money, but they don't participate in the chapter, for our setup they wouldn't be entitled to very much money.

tmckee: Cathryn the number of people that actually use ETPA scholarships, is very tiny unfortunately.

tmckee: Same in Tennessee Donna. Both of our major chapters require service to earn scholarship points. They are not given just because you are a member.

Lynn Bybee, Multnomah County: The different organizations would have their own financial systems. I am active in 2 chapters in Oregon, and they both have specific requirements to use scholarship funds both in terms of actual scholarships, and also for awards based on participation. For example, I can only use my Columbia Chapter awards for NIGP or Chapter provided opportunities - I cannot use those \$ for OPPA sponsored events.

Sydnee Distance, CPPB, NIGP-CPP, CCMA: In regard to the website, is further customization available? Is there a specific point of contact for deeper website customization? **Please reach out to Ronnie at rlevine@nigp.org regarding customization**

Merveille Basue: NSite: <https://nsite.nigp.org/communities/community-home?CommunityKey=77cd445d-bf2c-4ad7-ab44-e80f426f56f4>

Merveille Basue: Chapter Resources:
<https://www.nigp.org/chapters/chapter-resources>

Merveille Basue: Chapter Webinars:
<https://www.nigp.org/chapters/chapter-leader-webinars>

Merveille Basue: Annual Reporting Forms
<https://www.nigp.org/chapters/annual-reporting-forms>

Merveille Basue: NIGP Chapter Leadership Reporting Form- due Jan 31:
<https://www.formstack.com/forms/?1324213-wmJhkXujcb>

Merveille Basue: NIGP Chapter Member Data Reporting Form- due Jan 31:
<https://www.formstack.com/forms/?1118522-abgNqDyIOi>

This meeting was very helpful. Thank you! Wishing every one a Happy and Great 2025! May this be all our best year yet! Onward with our Procurement Leadership and sharing our success stories in achieving Public Procurement Excellence!

dkil: Is the Chapter Financial report prepared by the Chapter's treasurer?

There are no requirements on who completes what forms, I suggest you as a board decide together, but it does make sense the Treasurer completes the financial forms.

Margaret A Castillo: Can you email me all forms due to margaret.castillo@centralhealth.net so I can forward them to the President & Vice President please? **Merveille Basue: All these Annual Reporting Forms can be found on our website under NIGP's Chapter Resource Library: Annual Reporting Forms <https://www.nigp.org/chapters/annual-reporting-forms>**

Merveille Basue: Thank you all for joining us and if you have any questions please reach out chapters@nigp.org