

ChaptersConnect



January 2018



2017 Chapters: Celebrating Strong Performers

In December's *Chapters Connect* newsletter, we announced the program year 2017 **Chapter Excellence Award** recipients. We also promised to share additional highlights for the chapters that submitted applications.

- **Our applicants:** 77 percent of the Chapter Excellence Award applicants had fewer than 200 members in their chapter.
- **Largest chapter to apply:** The Washington DC Chapter
- **Smallest chapter to apply:** The Rheinland Pfalz (Germany) Chapter
- **Biggest increase in certifications:** The Northwest Florida Chapter had a 23 percent increase in certifications awarded to members over the prior year. They were a silver award recipient.
- **Biggest increase in membership:** The Inland Empire Chapter had a 47 percent membership increase year-over-year and was also a silver award recipient.
- **Most educational opportunities:** The Tysons Chapter has more online and in-person education opportunities than any other chapter.
- **Most likely to team up:** Chapters in California and Florida tended to team up for events most frequently with other chapters and organizations.

If you're looking for a few ideas to implement at your own chapter, several chapters had good ones. The Space City/Houston Chapter creates a binder with important information on the chapter and NCMA to give to new chapter officers. The Boston Chapter knows we all appreciate recognition for a job well done and has their own internal awards program.

Which other programs made your chapter successful? Share tips and advice with other chapter leaders in the Chapter Leaders Community on **Collaborate**.



Chapter Operations

Time for a Mid-Year Check-Up?

If you are involved in maintaining chapter finances, take some time this month to check on your financial records. By making sure your records are being maintained early in the year, you'll ensure end-of-year reporting goes smoothly.

Watch for Details on Phishing Email Scams

Please continue to be vigilant with chapter finances. In December, two additional NCMA chapters were targeted by email scams. These scams target president–treasurer relationships at many organizations, and they are not specific to NCMA.

To keep funds secure, always require verification either by phone or in person for any wire transfers or checks over a predetermined amount. Question unusual instructions from another chapter officer, and follow up with a communication method other than email. If you are suspicious, contact NCMA headquarters before proceeding. Unfortunately, once a scam is successful, it is very difficult to recover funds.

NCMA will be sending an email later in January showing you what to look for and letting you know how to identify a phishing email.

Member Involvement



Activity Challenge: Best *Contract Management Magazine* Article

Which *Contract Management Magazine* article did your members find most interesting last year? Ask them in your next newsletter or your next meeting. If there's a clear favorite, nominate it for the Best *Contract Management Magazine* Article Award by February 15.

The process for submitting a nomination is quick and easy. Just click [here](#).

Thankful Campaign Results

Thanks to you, the "Thankful" campaign asking past members to come back to NCMA was a big success! By campaign's end, 21 of our chapters had members reinstate their membership and become active again. After analyzing the results, we found 15 percent of those who came back were from the Washington DC Chapter, 10 percent were from the Tysons Chapter, and 8 percent were from the Atlanta Chapter.

Member Services

Good Ways to Save on Education

If your members are looking for independent ways to earn CPE credits and prepare for certification or recertification, you may want to suggest NCMA's Virtual Education products, ranging from 1–40 CPE credits, as an affordable option. More information on virtual education is available [here](#).

Chapters hosting certification study groups have found placing one order for textbooks enables them to take advantage of bulk order discounts to save members money. You will receive a 10-percent discount for placing one order for 5-9 books with the same title, or a 15-percent discount for more than 10 books of the same title. Place orders for books on the website [here](#).

Member Spotlight



Stacey Gustus Featured in *Contract Management Magazine*

In January, Stacey Gustus, CFCM, of the Denver Chapter was featured in ***Contract Management Magazine***.

Stacey's best advice for those new to the contract management profession is to listen and "learn about the issues other organizations are facing." It may come in handy along the way. For instance, Stacey has found her contract management skills to be useful in managing the commercial glazing company her family owns and runs.

Read more about Stacey in the **article**.

Reminders

We want to know what our chapters are doing! Please be sure to include chapterrelations@ncmahq.org in your newsletter mailing lists. Email **chapterrelations@ncmahq.org** to add your chapter event to the HQ calendar. Be sure to include the date, time, location, title, and registration link.

21740 Beaumeade Circle, Suite 125, Ashburn, Virginia 20147 | 571.382.1103 | 800.344.8096 | 703.448.0939 fax