

COLUMBIA CHAPTER, NIGP
General/Board Meeting Schedule 2022

	GENERAL MEETINGS 1ST THURSDAY /WORKSHOPS	BOARD MEETINGS 3RD WEDNESDAY
JAN	No General Meeting	**Board Retreat January 24, 2022 <ul style="list-style-type: none"> • Transition • 2022 NIGP Membership Report Due • Holiday Luncheon Debrief • Holiday Luncheon Donation Letter • RVTS Updates • Regional Updates • Chapter application • Treasurer Updates Bank Info/Secretary of State • MOY/BOY Updates • Scholarship for forum discussion • Monthly Newsletter • Officer and Director Reports
FEB	February 3, 2022 – General Meeting <ul style="list-style-type: none"> • MOY/BOY Updates • Pro-D Announcements • Membership Announcements • RVTS • Legislative Updates • Scholarship Announcements • Regional and Forum Reminder • Holiday Luncheon Donation Letter • Speaker: 	February 16, 2022 <ul style="list-style-type: none"> • MOY/BOY decision • Vice President to order awards • President Chapter application • Treasurer (Add Dates) Reports due to NIGP • Fundraising Ideas • Chapter Academy (President, VP and Secretary) • Tax reminder • Immediate Past President Scholarship for forum announcement • Monthly Newsletter • Officer and Director Reports
MAR	March 7, 2022 - All Day Workshop <ul style="list-style-type: none"> • Ambassador Visit • Speakers: • March Purchasing Month • CPPB/CPPO/NIGP - CPP Awards for 2020-2021 	March 7, 2022 <ul style="list-style-type: none"> • Ambassador Visit • Treasurer Tax reminder • RVTS Updates • Regional Updates • Announcement Scholarship for Forum

	<ul style="list-style-type: none"> • MOY/BOY Award presentation • Pro-D Announcements • Membership Announcements • RVTS • Scholarship Announcements • Regional and Forum Reminder • VP Announcement for next meeting • Holiday Luncheon Donation Letter 	<ul style="list-style-type: none"> • Monthly Newsletter • Officer and Director Reports
APRIL	<p>April 7, 2022 - General Meeting</p> <ul style="list-style-type: none"> • Agenda TBD • Pro-D Announcements • Membership Announcements • RVTS • Scholarship Announcements • Regional and Forum Reminder • Holiday Luncheon Donation Letter • Speaker: 	<p>April 20, 2022</p> <ul style="list-style-type: none"> • RVTS Updates • Regional Updates • Fundraising Ideas • Monthly Newsletter • Officer and Director Reports
MAY	<p>May 5, 2022 - General Meeting</p> <ul style="list-style-type: none"> • Panel Discussion/Speaker: • Pro-D Announcements • Membership Announcements • RVTS • Scholarship Announcements • Regional and Forum Reminder • Forum • Holiday Luncheon Donation Letter 	<p>May 18, 2022</p> <ul style="list-style-type: none"> • RVTS Updates • Fundraising Ideas • Regional Conference • President to submit Chapter application due • Monthly Newsletter • Officer and Director Reports
JUNE	NO MEETING	<p>June 15, 2022</p> <ul style="list-style-type: none"> • RVTS Updates • Treasurer Internal Audit • Fundraising Ideas • Regional Conference updates/debrief(opposite years when there is no Regional Conference then OPPA and Columbia Chapter will host a Joint Workshop) • President Seminar Agreement Due to NIGP • Monthly Newsletter • Officer and Director Reports

JULY	NO MEETING	July 20, 2022 <ul style="list-style-type: none"> • RVTS Updates • Fundraising Ideas • Forum update • Monthly Newsletter • Officer and Director Reports
AUG	NO MEETING	No meeting due to forum
SEPT	September 1, 2022 – General Meeting <ul style="list-style-type: none"> • Explain Positions and Discuss Upcoming Openings • Legislative Update • NIGP National updates • Forum and Regional Highlights • Pro-D Announcements • Membership Announcements • RVTS • Holiday Luncheon Donation Letter • Board Nominations <ul style="list-style-type: none"> ○ Secretary/Immediate Past President/ICP Director 	September 21, 2022 <ul style="list-style-type: none"> • Board Nomination updates • Holiday Luncheon • Monthly Newsletter • Officer and Director Reports
OCT	October 6, 2022 – General Meeting <ul style="list-style-type: none"> • Elections • Pro-D Announcements • Membership renewal reminder • RVTS • Holiday luncheon volunteers • Speaker: • Volunteer recruitment • Holiday Luncheon Donation Letter • CPPB/CPPO, NIGP - CPP Awards • 	October 19, 2022 <ul style="list-style-type: none"> • Treasurer and President and Vice President Budget draft • Bylaw draft/review • Decide on date for “All Day Retreat” • Board Nominations Voting Process • Logistics Director and Vice President Holiday Luncheon Discussion • Monthly Newsletter • Officer and Director Reports
NOV	November 3, 2022 – General Meeting <ul style="list-style-type: none"> • Announcement of Officer/Director • Holiday luncheon reminder • Holiday Luncheon Donation Letter • Pro-D Announcements • Membership renewal reminder 	November 16, 2022 – All Day Board Retreat <ul style="list-style-type: none"> • Final proposed Budget/By Laws • Board nomination updates • Forum Scholarship • Scholarship Revision for 2023 (if needed)

	<ul style="list-style-type: none"> • Speaker 	<ul style="list-style-type: none"> • 2022 NIGP Membership Report – Tessa and Dawn to start membership invoicing • Reminder - Chapter leader reporting form, membership data form, chapter seminar agreement • Holiday Luncheon Discussion • Monthly Newsletter • Officer and Director Reports • RVTS update/debrief
DEC	<p>December 1, 2022 – Holiday Luncheon</p> <ul style="list-style-type: none"> • Vote and approve on Budget/By Laws revision (if revisions made) • MOY/BOY – call for nominations • Officer Installation • Membership renewal reminder • Announce All Day Workshop 	<p>Retreat December TBD</p> <ul style="list-style-type: none"> • 2022 NIGP Membership Report Update • Transition Items • Scholarship notification • Monthly Newsletter • Officer and Director Reports • All day Retreat • Survey for the Holiday Luncheon

Speaker topics:

- 3 BIG rules for success in your life & career
- How to become an effective and influential leader?
- Don't adopt the monkey: Leadership Secrets

- Big Data
- "How to" Leadership
- Time Management (Overcoming hurdles of distractions)
- "How to" strategy
- Crisis Management