



**Society for Marketing
Professional Services**
Chicago

*The SMPS Mission – to Advocate for, Educate,
and Connect leaders in the building industry.*
www.smps-chi.org

**Chicago Chapter
Board of Directors
2015-2016**

President
Nikki Dvorak
DLR Group
312.780.1041

Past President/Advisor
Pam O'Deen-Pishler
Lenex Steel
630.327.7231

VP / President-Elect
Thomas Petermann, P.E.
*Eriksson Engineering
Associates, Ltd.*
847.223.4804 x18

Treasurer
Dawn R. Jones
Hitchcock Design Group
331.229.5424

Secretary
Ampy McIntyre
Valenti Builders
847.446.2200 x227

Programs Director
Meghan Johnson
ARCADIS, US
312.229.5487

Membership Director
David Copeland, CTS, LEED AP BD+C
Shen Milsom & Wilke LLC.
312.559.4585

Communications Directors
Megan FitzPatrick, CPSM
Lochner
312.994.9721

Anne Kulick, CPSM
International Contractors, Inc.
630.941.6862

Professional Development Dir.
Maura Buechner
W.E. O'Neil
773.755.1611

Sponsorship Director
Nikki Dvorak
DLR Group
312.780.1041

Special Events Directors
Jessica Hemauer
Rider Levett Bucknall
912.346.3879

March 9, 2016

CALL FOR NOMINATIONS

SMPS CHICAGO BOARD OF DIRECTORS FOR 2016 – 2017

DUE: April 6, 2016

Dear Chicago Chapter Members:

It's that time of year when we ask you to **get involved** as a member of SMPS Chicago for your new ideas, talent, and energy to invest in our Chapter's future.

Are you looking to advance your career, develop your leadership skills, build your network, or broaden your company's visibility in the A/E/C marketplace? Participation on the Chicago Chapter Board offers you the opportunity to play a vital role in your professional advancement by developing innovative programs and educational and networking opportunities to serve all levels of our membership.

Eligibility Requirements

In order to be considered for a Board position, you must be:

- To be eligible for election as **Secretary, Director of Programs, Director of Membership, Director of Communications, or Director of Sponsorships**, an individual must be a Regular or Distinguished Life member, must have been a member for a period of one year and must have served on a Chapter committee for one year. No individual may hold more than one Directorship at any time.
- To be eligible for election as **President-Elect**, the individual must be a Regular or Distinguished Life member for one year, served as a Chapter committee chair, and served on the Chapter's Board for a minimum of one year.

Open Positions for 2016 – 2017

- President-Elect (2016 – 2017)
- Secretary (2016 – 2018)
- Director of Programs (2016 – 2018)
- Director of Membership (2016 – 2018)
- Director of Communications (one chair, 2016 – 2018)
- Director of Sponsorships (2016 – 2017)

All other positions on the Board will be filled by members of the current Board whose term continues into 2016-2017.

The role of a board member is to manage projects and initiatives that enable the Chapter and other organizations to work together to achieve shared goals. They will exhibit leadership qualities and build a team of committee members, enabling them to share their talents and skills to the benefit of each other, the Chapter, and the Organization.

PRESIDENT-ELECT – One-year term and three-year commitment

Chosen for his/her vision and leadership qualities, the President-Elect automatically advances to the position of President, then remains on the Board for a third year as Immediate Past-



**Society for Marketing
Professional Services**
Chicago

*The SMPS Mission – to Advocate for, Educate,
and Connect leaders in the building industry.*
www.smps-chi.org

**Chicago Chapter
Board of Directors
2015-2016**

President
Nikki Dvorak
DLR Group
312.780.1041

Past President/Advisor
Pam O'Deen-Pishler
Lenex Steel
630.327.7231

VP / President-Elect
Thomas Petermann, P.E.
*Eriksson Engineering
Associates, Ltd.*
847.223.4804 x18

Treasurer
Dawn R. Jones
Hitchcock Design Group
331.229.5424

Secretary
Ampy McIntyre
Valenti Builders
847.446.2200 x227

Programs Director
Meghan Johnson
ARCADIS, US
312.229.5487

Membership Director
David Copeland, CTS, LEED AP BD+C
Shen Milsom & Wilke LLC.
312.559.4585

Communications Directors
Megan FitzPatrick, CPSM
Lochner
312.994.9721

Anne Kulick, CPSM
International Contractors, Inc.
630.941.6862

Professional Development Dir.
Maura Buechner
W.E. O'Neil
773.755.1611

Sponsorship Director
Nikki Dvorak
DLR Group
312.780.1041

Special Events Directors
Jessica Hemauer
Rider Levett Bucknall
912.346.3879

President. In the absence of the President, the President-Elect presides at all meetings and has all powers of the top elected post. The President-Elect oversees that election process and is charged with developing and encouraging participation in the election process to provide for a high performing board in the following program year. The President-Elect, in support of the President, will also act as Champion of the whole strategic plan, checking in on champions of goals and objectives, reporting on progress at monthly board meetings, and scheduling annual Strategic Planning update meeting until such time as a new Strategic Plan is needed.

SECRETARY – Two-year term

The Secretary shall ensure that the minutes of the Board meetings and the Executive Committee meetings as well as these By-Laws, and any policies and procedures approved by the Chapter and the Society are recorded and maintained in the permanent record of the chapter, utilizing the mysmps.org website database. The Secretary shall be responsible for the annual renewal of the Chapter's articles of incorporation as a not for profit corporation in the State of Illinois, and serve as the Chapter's historian. Because of the role of Chapter Historian and access to all reporting from each committee, the Secretary shall serve as the leader of the annual Striving for Excellence submittal for the Chapter. The Secretary shall perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the President or Board.

DIRECTOR OF PROGRAMS – Two-year term

Chosen for his/her organizational skills and understanding of the program needs of Chapter members, this Director chairs the Programs Committee, which is charged with planning and implementing monthly lunch programs. He/she drafts a budget, develops topics, secures speakers and sponsors, and manages logistics for the day of the Program. Program organizers are responsible for preparation, distribution and tally of program surveys and report results, and for providing attendance figures for each event to the Secretary. These results, in conjunction with the Professional Development committee results, serve as the basis of the Education report, which is maintained throughout the year by the Secretary and due on September 30th to National.

DIRECTOR OF MEMBERSHIP – Two-year term

Chosen for his/her creativity, organization skills, and ability to connect with others, this Director chairs the Membership Committee and is charged with maintaining and increasing Chicago Chapter membership, arranging opportunities for new members to meet each other, and enabling members to engage with others and participate in creating the future of the Chapter.

DIRECTOR OF COMMUNICATIONS – Two-year term, one of two chairs

Chosen for his/her organizational and communications skills, this Director is responsible for the Chapter's communications through its newsletter, social media, website, media, and all vehicles through which the Chapter communicates with members, potential members, leaders of target firms, and the industry as a whole. The Communications Director will also work with each committee to ensure information flows to the chapter to allow for member participation and inclusion in all Chapter activities.



**Society for Marketing
Professional Services**
Chicago

*The SMPS Mission – to Advocate for, Educate,
and Connect leaders in the building industry.*
www.smps-chi.org

**Chicago Chapter
Board of Directors
2015-2016**

President
Nikki Dvorak
DLR Group
312.780.1041

Past President/Advisor
Pam O'Deen-Pishler
Lenex Steel
630.327.7231

VP / President-Elect
Thomas Petermann, P.E.
*Eriksson Engineering
Associates, Ltd.*
847.223.4804 x18

Treasurer
Dawn R. Jones
Hitchcock Design Group
331.229.5424

Secretary
Ampy McIntyre
Valenti Builders
847.446.2200 x227

Programs Director
Meghan Johnson
ARCADIS, US
312.229.5487

Membership Director
David Copeland, CTS, LEED AP BD+C
Shen Milsom & Wilke LLC.
312.559.4585

Communications Directors
Megan FitzPatrick, CPSM
Lochner
312.994.9721

Anne Kulick, CPSM
International Contractors, Inc.
630.941.6862

Professional Development Dir.
Maura Buechner
W.E. O'Neil
773.755.1611

Sponsorship Director
Nikki Dvorak
DLR Group
312.780.1041

Special Events Directors
Jessica Hemauer
Rider Levett Bucknall
912.346.3879

DIRECTOR OF SPONSORSHIPS – One-year term

Chosen for his/her business development skills, this Director chairs the Sponsorships Committee, which oversees the development of the Sponsorships Program. The Committee fosters relationships with existing and prospective sponsors and presents to them sponsorship opportunities. The Sponsor Director will also coordinate and communicate with committees as they endeavor to identify and secure sponsors who will benefit from exposure at individual programs, and who's financial or in-kind support will ease the burden on membership to attend programs or events.

TO SUBMIT

Nominations may be made by individuals (self-nominations are allowed) or by petition. Petitions must be signed by a minimum of 30 members of the Chapter. Each candidate must submit a formal nomination package include the following:

- **A letter of Intent** to the Nominations and Election Committee stating your willingness to run for office and a statement on what you can contribute to the Board, why you would like to serve, your special areas of interest, and your views on current SMPS issues.
- **Professional data:** employer, address, job title and primary responsibilities, number of years in marketing, A/E/C industry history, and professional accomplishments.
- **SMPS Participation:** leadership roles and number of years as a member.

When seeking a board position, it is wise to work with your supervisors and firm leadership to ensure they understand the both benefits and requirements of your role, and that you have their support and backing as your commit yourself to serve.

Nomination materials must be sent to Tom Petermann at tpetermann@eea-ltd.com no later than **April 6, 2016**. Please contact Tom with any questions or concerns.

Individual nominations will be screened and evaluated by the Nominations and Elections Committee. The Committee will recommend to the Board for its approval a slate of candidates that it believes will provide the best balance of skills and experience for the Chapter's next Board.

Petition nominations will automatically appear on the ballot (along with the slated candidates) if the candidate(s) meets all the requirements of the Board position being sought.

A ballot with the slate of candidates approved by the Board, plus the names of qualified candidates submitted by petition will be sent to the membership to vote by **April 15, 2016** and will be due back on **May 13, 2016**. On the basis of the results of the vote, the President will declare the slate of candidates elected, and a new Board of Directors will be posted by **May 20, 2016**.



**Society for Marketing
Professional Services**
Chicago

*The SMPS Mission – to Advocate for, Educate,
and Connect leaders in the building industry.*
www.smps-chi.org

**Chicago Chapter
Board of Directors
2015-2016**

President
Nikki Dvorak
DLR Group
312.780.1041

Past President/Advisor
Pam O'Deen-Pishler
Lenex Steel
630.327.7231

VP / President-Elect
Thomas Petermann, P.E.
*Eriksson Engineering
Associates, Ltd.*
847.223.4804 x18

Treasurer
Dawn R. Jones
Hitchcock Design Group
331.229.5424

Secretary
Ampy McIntyre
Valenti Builders
847.446.2200 x227

Programs Director
Meghan Johnson
ARCADIS, US
312.229.5487

Membership Director
David Copeland, CTS, LEED AP BD+C
Shen Milsom & Wilke LLC.
312.559.4585

Communications Directors
Megan FitzPatrick, CPSM
Lochner
312.994.9721

Anne Kulick, CPSM
International Contractors, Inc.
630.941.6862

Professional Development Dir.
Maura Buechner
W.E. O'Neil
773.755.1611

Sponsorship Director
Nikki Dvorak
DLR Group
312.780.1041

Special Events Directors
Jessica Hemauer
Rider Levett Bucknall
912.346.3879

SMPS Chicago continues to thrive and renew itself from the leadership and dedication of our membership. Board positions allow you both visibility in our Chapter and endless opportunity to lead and learn. We hope that you will seriously consider yourself as a candidate to strengthen our Chapter for years to come.

Thank you,

Thomas S. Petermann, P.E.

SMPS Chicago President-Elect / Nominations and Elections Committee Chair