



January/February 2012

MINNESOTA NIGP

North Star News

MINNESOTA NIGP



Tell the World Who We Are

Doom and gloom. We have all heard enough about the financial woes, looming cuts, and how it won't get better soon. In 2012, the Minnesota Chapter of NIGP members are going to **tell the world who we are**. This is an opportune time for all of us to show everyone that we are instrumental in effectively solving financial difficulties and we can make a difference in our organizations.

Also, this is the time for the Minnesota Chapter of NIGP to shine. The Minnesota Chapter of NIGP has a history of excellence, and we will continue that tradition by providing reliable and manageable information to all our members through meetings, classes, and communication outreach in a financially affordable manner.

The Minnesota Chapter of NIGP Board met in December to plan the 2012 budget and schedule. The details will be provided to the members at the January meeting, and we all will vote to accept, modify, or reject the budget and the plan. However, before that day, I am asking all members to consider how the Minnesota Chapter of NIGP can better serve them (i.e. more classes, meetings, information, materials or a training format that would be more beneficial, ideas for classes or topics, etc).

Additionally, I would like to ask all members to consider following:

➤**Financial Reserve.** For many years, the Minnesota Chapter of NIGP has carried approximately \$10,000 in a Certificate of Deposit as a reserve. I understand the need to have some reserve. However, it is my belief that \$10,000 is too much. Do all members want to continue carrying the reserve or use some of it

to provide training, offset costs etc.?

➤**Vendor Shows/Forums.** There are vendors who are willing to pay a fee to have a booth at a vendor show, much like what is done at the National NIGP Conferences. The fees paid by the vendors could be used to offset the cost of our Annual Conference or defer the cost of the classes. Also, this would be a convenient way to meet with many vendors in one place rather than scheduling individual meetings. What do members think about this? Would anyone be interested in participating on a committee to study this?

➤**Participate in the Minnesota Chapter of NIGP.** I am not asking anyone to run for an office...yet. However, you can participate as a committee member, host an event, present a topic or just simply ask questions and/or provide feedback on how the Minnesota Chapter of NIGP is doing. Would you please consider helping?

In the coming months, you will find our web site to be more informative and easier to use. This is largely due to Barb Paul's hard work on the project. The Minnesota Chapter of NIGP will do our best to add tools and information focused on the key trends driving change in Minnesota. Also, it will feature timely information on educational offerings, purchasing policies, vendor information, changes in statutes, and the budget.

In 2012, I look forward to working with all of you and **telling the world who we are**.

2012 President,
John Sullivan

January General Meeting—January 20, 2012

Program: Bid Protests and Disputes

more information on page 9

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Treasurer's Report:



Checking Account:
\$16,225.92
CD: \$ 9,336.03

MN NIGP General Chapter Meeting.. November 18, 2011

Draft, to be approved in January

MEETING CALLED BY	Vice President, John Sullivan opened the meeting at 9:40 a.m.														
TYPE OF MEETING	Chapter Meeting														
NOTE TAKER	Andrea Bolstad														
ATTENDEES	Sally Amoe, Pamila Anderson, Dees Auburn, Andrea Bolstad, Larry Bruckner, Ashley Conyers, Heather Forcier, Susan Groth, Rose Hanson, Ben Jackson, Jody Jacoby, Nicole Jensson, Becky Lien, Jay McCleary, Ann McLellan, Brad Miller, Barb Paul, Michelle Peterson, Mary Pittelko, Sandy Plaster, Don Pleau, Lars Rasinski, Bev Rausch, Jill Schmidt, Marianne Sobek, Patric Story, Jhonson Sullivan, Sarah Thole, Kyle Vaaler, Carole Wiese, Lynette Zauner														
COMMITTEE REPORT	DISCUSSION	PERSON RESPONSIBLE	ACTION												
Secretary Report	Andrea presented the Minutes from our July 2011 Chapter meeting.	Andrea Bolstad	Motion to approve by Carole Wiese 1 st , Susan Groth 2 nd . APPROVED												
Treasurer's Report	Jody passed out the Treasurer's report for November 2011 <table border="0"> <tr> <td>Checking Account Balance</td> <td>\$18,289.68</td> </tr> <tr> <td>Income</td> <td>\$806.58</td> </tr> <tr> <td>Expenses</td> <td><u>\$1,326.88</u></td> </tr> <tr> <td>Ending Balance</td> <td>\$17,769.38</td> </tr> <tr> <td>COD</td> <td><u>\$9,336.03</u></td> </tr> <tr> <td>Total</td> <td>\$27,105.41</td> </tr> </table>	Checking Account Balance	\$18,289.68	Income	\$806.58	Expenses	<u>\$1,326.88</u>	Ending Balance	\$17,769.38	COD	<u>\$9,336.03</u>	Total	\$27,105.41	Jody Jacoby	Motion was made to accept Treasurers Report by Jay McCleary 1 st Barb Paul 2 nd APPROVED
Checking Account Balance	\$18,289.68														
Income	\$806.58														
Expenses	<u>\$1,326.88</u>														
Ending Balance	\$17,769.38														
COD	<u>\$9,336.03</u>														
Total	\$27,105.41														
Membership	Carole reported that there are 128 paid members. 31 are new members. This is the highest number of members in years.	Carole Wiese	No formal votes were taken on membership items.												
Governance	No Report	Heidi Solheid Did not attend	No formal votes were taken on Governance items.												
Education	Bev reported that our class participation has been down this year. She passed out a survey and asked the members to check which seminars we would like to see offered next year.	Beverly Rausch	No formal votes were taken on Education Items												
Program	Deb Palmer was excused. The program for 2011 will be discussed at the December Board meeting. If you have a topic of interest for a chapter meeting, or wish to host a meeting, please let someone on the board know.	Deb Palmer (Excused)	No formal votes were taken on Program items												
Fall Conference	John Sullivan reported that we had a great conference. If you have suggestions on topics or speakers for next year's conference, let someone on the board know. The Fall Conference Chair for next year will be Micky Gutzmann.	John Sullivan	No formal votes were taken on Fall Conference.												
Nominations	Barb Paul reported that we had sparse response/nominations for this year. She opened the floor for discussion on how we can improve the awards program for next year. John Sullivan: The time of year when the nominations are due, we get buried. He would prefer a summer deadline instead. Barb responded: Good suggestion. We do accept nominations throughout the year, and advertise early in the year thru email, the web-site and thru our newsletter. Bev Rausch suggested we present the awards at our Fall Conference, instead of the January meeting Jodi Jacoby suggest we have an on-line summary nominations instead of the full award. Barb Paul Responded: We used to have named nominations. Then we asked the nominees to provide a brief biography to be published in the newsletter before voting. She also commented that we could require the past recipient to nominate one person for next year.	Barb Paul	No formal votes were taken on Nominations Barb Paul explained that any changes would be made and voted on by the board. The board will discuss at the December meeting												
Old & New Business	No new business and no old business														
Carole Wiese made the motion to adjourn, Rose Hanson 2 nd . Meeting Adjourned at 10:00 a.m.															



MN NIGP Board Meeting MinutesDec. 7, 2011

MEETING CALLED BY	President, Deb Palmer called the meeting to order 10:15 a.m. The board took a brief break for lunch from 11:30 a.m. to 12:10 p.m.														
TYPE OF MEETING	Board Meeting														
NOTE TAKER	Andrea Bolstad														
ATTENDEES	Rose Hanson, Andrea Bolstad, Barb Paul, Heidi Solheid, Deb Palmer. Bev Rausch, John Sullivan, Carole Wiese, and Jody Jacoby. Deb welcomed our special Guests, Bob Ledebuhr 2012 Board member and Micky Gutzmann 2012 Vice President.														
COMMITTEE REPORT	DISCUSSION	PERSON RESPONSIBLE	ACTION												
Secretary Report	Andrea reported that the Board minutes for October 12, 2011 were approved thru an email vote on October 20, 2011. Carole made the motion to approve, Barb 2 nd . Vote was Yes, 9 Nay's 0, motion passed. Final Minutes were printed in our September-October 2011 newsletter.	Andrea Bolstad	No formal vote taken. Email vote, see Discussion												
Treasurer's Report	<p>Jody presented the Treasurer's Report.</p> <p>Treasurers Report for December, 7, 2011</p> <table border="0"> <tr> <td>Checking Account Ending Balance</td> <td style="text-align: right;">\$17,769.38</td> </tr> <tr> <td>Income:</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Expenses:</td> <td style="text-align: right;"><u>\$1,543.46</u></td> </tr> <tr> <td>Ending Balance</td> <td style="text-align: right;">\$16,225.92</td> </tr> <tr> <td><u>COD:</u></td> <td style="text-align: right;"><u>\$9,336.03</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$25,561.95</td> </tr> </table> <p>Jody led the discussion on Budget for 2012. She passed out a 2012 Proposed Budget plan. After much discussion and some changes to the budget, it was agreed upon.</p> <p>Many topics were discussed and decided upon. They are:</p> <ul style="list-style-type: none"> Chapter will reimburse Chapter members who volunteer to speak at our chapter meetings. Reimbursements will included items needed such as supplies, and copies, plus mileage National Annual Forum reimbursement will be the cost of the Registration. This information was not available on National's web-site as of the date of this meeting. We will no longer print hard copy of our membership directory. The information will be stated on our web-site to contact the Web-Master for an electronic version. Barb Paul will check on Web-site options, such as password protection so we can attach our membership list and financial information. Reimbursement for CPPB and CPPO will remain on a 1st come 1st serve policy. Donations from Chapter will be made if funds are available, i.e., Louis Spangler Foundation. 	Checking Account Ending Balance	\$17,769.38	Income:	\$0.00	Expenses:	<u>\$1,543.46</u>	Ending Balance	\$16,225.92	<u>COD:</u>	<u>\$9,336.03</u>	Total	\$25,561.95	Jody Jacoby	<p>Rose made motion to accept Treasurers Report, Bev 2nd, APPROVED</p> <p>Rose made a motion to accept the 2012 Proposed Budget as amended by Board and present it to the Chapter at the January meeting for a vote. Carole 2nd, APPROVED</p>
Checking Account Ending Balance	\$17,769.38														
Income:	\$0.00														
Expenses:	<u>\$1,543.46</u>														
Ending Balance	\$16,225.92														
<u>COD:</u>	<u>\$9,336.03</u>														
Total	\$25,561.95														
Membership	<p>Carole reported that we finished out 2011 with 128 members. We have received Two (2) membership applications for 2012 so far.</p> <p>Carole stated that she will complete the member ship report. Carole and Rose will work together gathering information for membership portion of the Chapter of Year application</p>	Carole Wiese	<p>No formal votes were taken on membership items.</p> <p style="text-align: right;">Con't on page 4</p>												

MN NIGP Board Meeting Minutescon't

COMMITTEE REPORT	DISCUSSION	PERSON RESPONSIBLE	ACTION
Governance	Heidi did not have anything new to report. She will work with Bob Ledebuhr to obtain the Purchasing Month Proclamation for 2012	Heidi Solheid	No formal votes were taken on Governance items.
Nominations And Newsletter Web-Site	<p>Barb will pass along helpful information to the board member for 2012 Nominations Committee.</p> <p>Barb reported that we received a nomination for one of our awards. A discussion and vote was taken. The award will be presented at our January meeting</p> <p>Barb asked for articles and information to be Included in the newsletter be given to her by December 16th.</p>	Barb Paul	Andrea make motion to approve nomination, Bev 2 nd . APPROVED
Education	<p>Bev passed out the results of the MN Chapter NIGP 2012 Education Interest Survey presented to our chapter members. She received 22 responses. After an in depth discussion the board decided to host the top three seminars in 2012 with the idea of adding more if we have enough interest.</p> <p>The seminars offered will be.</p> <p>Three Day, Legal Aspects of Public Purchasing Feb 28-Mar 1</p> <p>Two Day, Effective Contract Writing, April 12-13</p> <p>One Day, Adding Value to the Procurement Process June 1st</p> <p>Andrea agreed to have the seminar's held at the Metropolitan Airports Commission Facility for 2012. She will work with the new Education Chair on the dates.</p> <p>Bev reported that the 2012 Forms for Membership, Finance, Education and Officers are not available on National's web-site yet. Deb Palmer said she would contact National and ask about the forms availability.</p>	Bev Rausch	No formal votes were taken on Education.
Program	<p>Deb Palmer inquired about the plans for the January Chapter meeting with John. John has not made any plans as of yet. After a discussion, Bev offered the City of Bloomington's office for the meeting. Bev will provide John with the catering information. The meeting will be held on January 20th.</p> <p>Deb Palmer led a discussion on the 2012 Board meeting schedule and 2012 Chapter meeting schedule. The following dates and locations were decided on.</p> <p>January Chapter Meeting, January 20th City of Bloomington</p> <p>February Board Meeting, February 8th,</p> <p>March Chapter Meeting, March 9th MnDOT Training Facility</p> <p>April Board Meeting, April 18th</p> <p>May Chapter Meeting, May 11th, Rochester Public Works</p>	Deb Palmer	No formal votes were taken on Program

Con't on page 5

MN NIGP Board Meeting Minutescon't

COMMITTEE REPORT	DISCUSSION	PERSON RESPONSIBLE	ACTION
Program con't	<p>June Board Meeting, June 13th</p> <p>July Chapter Meeting, July 20th, MAC GO</p> <p>August Board Meeting, August 8th</p> <p>September Chapter Mtg Sept TBD 3rd or 4th wk at Fall Conf</p> <p>October Board Meeting October 10th</p> <p>November Chapter Mtg November 2nd, Met Council</p> <p>December Board Meeting December 5th Red Wing, Colvill Park</p> <p>Board Meeting will be held 11:00 a.m-2:00 p.m. with the exception of December meeting will go from 10:00-3:00</p> <p>Chapter meetings will start at 9:00 a.m. with a meet and Greet with light food/refreshments. The Chapter meeting will begin 9:30 a.m. Program will typically end by noon.</p> <p>Board meeting location To Be Determined. Carole will check the availability of MnDot locations and policies for meetings.</p> <p>67th Annual Forum will be held August 18-22nd, 2012, at the Washington State Convention Center</p>	Deb Palmer	No formal votes were taken on Program
Fall Conference	<p>John stated that the 2011 fall conference was a success.</p> <p>Micky Gutzmann stated that she has a couple of people interested in speaking so far. She has had recommendations on location and a lot of other information to go on so far. She will check availability on locations for either the 3rd week or 4th week in September.</p> <p>Rose recommended that the theme for the conference be chosen early, so that theme can be carried out throughout 2012 at our Chapter meetings as well.</p>	John Sullivan	No formal votes were taken on the Fall Conference
Old Business	<p>Rose stated that our Policy changes were completed and voted on previously.</p> <p>She is working on updating our Job Descriptions. She will bring to the February Board meeting to discuss.</p>		
New Business	<p>Deb Palmer reported that National has a new tagline. It is now The Institute For Public Procurement. This new tag line should be on all our documents replacing the old tag line which was Excellence In Public Procurement.</p> <p>Deb led the discussion and decision by In-Coming Board members and their committee assignment choice. The following was decided on.</p> <ul style="list-style-type: none"> Nominations – Ben Jackson Education – Heidi Solheid Membership – Carole Wiese Governance – Bob Ledebuhr 		



ACTION ITEMS

The next Board meeting will be

Bev made a motion to adjourn the meeting, Rose 2nd. Meeting Adjourned 1:22 p.m.

*“Each new day is a blank page in the diary of your life.
The secret of success is in turning that diary into the best
story you possibly can.”*

Douglas Pagels



2012 EDUCATIONAL OPPORTUNITIES

Based on the results of the recent Education Survey, the MN NIGP Board has selected the following seminars to be offered during 2012.

February 29, March 1 & 2, 2012 - Legal Aspect of Public Procurement

Cost: NIGP National Members: \$650.00 Non-members: \$850.00

This 3 day core class will be of interest to individuals who are involved in the public procurement contracting process who want to increase their understanding of both the capability and limitation of the law on government procedures as well as anyone who must operate under the guidelines of procurement law for the successful acquisition of products and services.

April 12 & 13, 2012 - Effective Contract Writing

Cost: NIGP National Members: \$460.00 Non-members \$650.00

This 2 day class is intended for purchasing professional who are required to organize, write and interpret contracts. The course is designed to cover the structure and meaning of enforceable contracts. This seminar will cover the basics of writing contracts and offer tips and tricks on the language that can be used.

June 21, 2012 – Adding Value to the Procurement Process

Cost: NIGP National Members: \$275.00 Non-members \$375.00

This is a one day workshop that focuses on ways the professional purchaser adds value to the procurement process by illustrating how the purchaser can enhance both the process and relations with customers and suppliers

All classes will be held at the Metropolitan Airports Commission offices at 6040 28th Avenue South in Minneapolis.

Information on how to register for these classes will be available as soon as National NIGP processes our seminar request and assigns an instructor; so save the dates and register as soon as possible. You can receive a \$25.00 early registration discount by registering 60 or more days in advance of the course. A late fee of \$50.00 will be assessed for registration received within 30 days of the course.

For more information contact the 2012 Education Committee Chairperson, Heidi Solheid at 612-673-2727 or e-mail her at Heidi.Solheid@minneapolismn.gov.

MN-NIGP Membership for 2012

Happy New Year! It's 2012 and time to renew or enroll in the Minnesota Chapter of NIGP! Be sure to submit your membership application early in January so you don't miss out on the January 20, 2012 training session at the Bloomington Civic Plaza, 1800 West Old Shakopee Road, Bloomington, MN 55431.

Also, think about who else you know that could benefit from being a member: your co-workers, your peers in other jurisdictions, your friends. Share the gift of MN-NIGP with everyone!

MN-NIGP membership benefits include, but are not limited to:

- Education and professional development programs
- Seminar Programs; Fall Conference
- Professional Certification
- Networking
- Technical Information; Specifications
- Contract formats and methods
- Bid Evaluation and Award Criteria



Be sure to let us know what issues you are facing that might need to be addressed educationally, or by asking the MN-NIGP membership for assistance. There are plenty of years of expertise in our membership and we're all willing to help each other out, or share how we've handled a similar situation.

Enjoy the new year with a MN-NIGP membership!

Finance ReportJody Jacoby

Checking Account Balance (12/07/2011)	17,769.38
Income	00.00
Expenses	- <u>\$ 1,543.46</u>
Ending Balance	\$16,225.92
 Certificate of Deposit	 <u>\$ 9,336.03</u>
Total	\$25,561.95

MN-NIGP 2011 Budget Year
December 7, 2011

Account	Description	2011 Budgeted Income	2011 Budgeted Expenses	2011 Year to Date Income	2011 Year to Date Expenses
101100	Membership	6,000.00		6,745.00	
101200	Interest	25.00		8.16	
101300	Seminars	1,000.00		1,437.75	
101400	Fall Conference	7,000.00		11,250.00	
101450	Fund Raiser	0.00		0.00	
101500	Miscellaneous	0.00		64.27	
102100	Chapter Meetings		1,500.00		909.04
102110	Speaker Fees		2,000.00		1,361.70
102120	Guest Meals		0.00		0.00
102200	Board Meetings		350.00		215.61
102250	National Forum		675.00		90.00
102300	Seminars		1,400.00		0.00
102400	Newsletter/Directory		1,200.00		800.00
102450	Website		300.00		159.64
102500	Postage		100.00		132.99
102550	Office Supplies		100.00		0.00
102600	Nat'l Dues/Insurance		600.00		548.00
102700	Awards		400.00		185.00
102750	Educational Reimbursement		700.00		0.00
102800	Fall Conference		14,000.00		8,747.58
102850	Donations		100.00		0.00
102870	Fund Raiser		0.00		0.00
102900	Miscellaneous		225.00		89.82
Totals		14,025.00	\$23,650.00	\$19,505.18	13,739.38
			\$(9,625.00)		\$5,765.80

2012 Proposed Budget..... Jody Jacoby

		2011	2011	2011	
Account	Description	Budget	Actual	Difference	2012 Proposed Budget
111100	Membership	6,000.00	6,745.00	745.00	6,000.00
111200	Interest	25.00	8.16	-16.84	0.00
111300	Seminars	1,000.00	1,437.75	437.75	0.00
111400	Fall Conference	7,000.00	11,250.00	4250.00	8,500.00
111450	Fund Raiser	0.00	0.00	0.00	0.00
111500	Miscellaneous	0.00	64.27	64.27	0.00
	Total Income	\$14,025.00	\$19,505.18	\$5,480.18	\$14,500.00
112100	Chapter Meetings	1,500.00	909.04	-590.96	1,200.00
112110	Speaker Fees	2,000.00	1,361.70	-638.30	2,000.00
112120	Guest Meals	0.00	0.00	0.00	0.00
112200	Board Meetings	350.00	215.61	-134.39	350.00
112250	National Forum	675.00	90.00	-585.00	900.00
112300	Seminars	1,400.00	0.00	-1400	200.00
112400	Newsletter/Directory	1,200.00	800.00	-400.00	1,200.00
112450	Website	300.00	159.64	-140.36	250.00
112500	Postage	100.00	132.99	32.99	0.00
112550	Office Supplies	100.00	0.00	-100.00	0.00
112600	Nat'l Dues/Insurance	600.00	548.00	-52.00	600.00
112700	Awards	400.00	185.00	- 215.00	150.00
112750	Educational Reimbursement	700.00	0.00	-700.00	600.00
112800	Fall Conference	14,000.00	8,747.58	-5,252.42	14,000.00
112850	Donations	100.00	500.00	400.00	000.00
112870	Fund Raiser	0.00	0.00	0.00	0.00
112900	Miscellaneous	225.00	89.82	-135.18	200.00
	Total Expense	23,650.00	13,739.38	(9,910.62)	21,725.00
					(-7,275.00)

Have a program idea for a future chapter meeting, or would like to present a class to the chapter? Having great procurement professionals in the MN NIGP Chapter can't be overlooked and you are encouraged to actively participate in the leadership of our chapter. Contact our 2012 Chapter President, John Sullivan or through email at john.sullivan@co.anoka.mn.us with your ideas.



MN NIGP General Chapter Meeting

January 20, 2012

Haeg Conference Room at Bloomington Civic Plaza

1800 West Old Shakopee Road

(2nd floor, south end of bldg)

Bloomington, MN 55431.

Agenda:

8:30-9:15 Registration, Networking and Breakfast Buffet

9:15-10:00 Business Meeting, Thank You's & Awards:

Secretary's Report - Andrea Bolstad

Treasurer's Report - Jody Jacoby

Governance Report - Heidi Solheid

Membership Report - Carole Wiese

Education Report - Bev Rausch

Nominations Report - Barb Paul

2011 Thank You's - Deb Palmer

2011 Awards – Barb Paul

Old Business

Installation of 2012 Officers—

New Business: 2012 Proposed Budget - Jody

10:15– 12:15 Program: “Bid Protests and Disputes”, with Tony Palumbo,
Anoka County Attorney

Please pre-register at the following website address:

<http://www.mnnigp.org/PreRegistrationFeedback.htm>

by January 13, 2011 at noon.





MN NIGP 2012 Tentative Schedule



Date	Board Meeting	General Meeting	Seminar/ Certification Program	Training/Program Sessions	Location
January 20		X		Bid Protests & Disputes”, with Tony Palumbo, Anoka County Attorney	City of Bloomington
February 8	X				TBD
February 29, March 1 & 2,			X	Legal Aspect of Public Procurement	Metro Airports Comm.
March 9		X			MN DOT Training Facility
April 12 & 13			X	Effective Contract Writing	Metro Airports Comm.
April 18	X				TBD
May 11		X		TBD	Rochester—Olmsted County Public Works Service Center
June 13	X				TBD
June 21			X	Adding Value to the Procurement Process	Metro Airports Comm.
July 20		X		TBD	Metro Airports Comm.
August 8	X				TBD
September ?		X		Fall Conference	TBD
October 10	X				TBD
November 2		X		TBD	Met Council
December 5	X				Red Wing, Covil Park

Newsletter Deadlines.....2012

Issue	Articles Due
March/April	February 17, 2012
May/June	April 20, 2012
July/August	June 22, 2012
September/October	August 17, 2012
November/December	October 17, 2012



**MINNESOTA CHAPTER
OF THE NATIONAL INSTITUTE OF
GOVERNMENTAL PURCHASING**



**INVOICE/APPLICATION
2012
(January 1, 2012 – December 31, 2012)**

Dues: Active: Individual - \$65 Agency - \$65 (per individual for first four; \$30 per individual thereafter)
Associate: Student - \$25 Faculty Member - \$25 Retired Purchasing Professional

Applicant: _____ Certification _____

Certificate No. _____ Original Issue Date: _____ Expiration Date: _____

Agency Name: _____

Department: _____ Position/Title: _____

Agency Address: _____

City: _____ State: _____ Zip Code (9 digit) _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Internet Address: _____

Type of Application: New-Individual Renewal-Individual New-Agency Renewal-Agency

Member Status: MN Chapter Member since _____ Board Member

National Member since _____

Notes: _____

Make checks payable to
Minnesota Chapter of NIGP
Submit application form and check to:
Minnesota Chapter NIGP
% Metropolitan Council
Attn: Jody Jacoby
390 North Robert Street
St. Paul, MN 55101-1805
MN-Chapter Federal Tax ID Number (TIN) is 41-1981156

Payment by Check EFT

Membership applications are due January 31, 2012
(Each applicant must complete an application form)





NorthStar News
151 4th St. SE
Rochester, MN 55904

MN Chapter of
NIGP
(National Institute
of Governmental
Purchasing)

We're on the Web:
www.mnnigp.org

Top 10 New Year's Resolutions

New Year's Eve has always been a time for looking back to the past, and more importantly, forward to the coming year. It's a time to reflect on the changes we want (or need) to make and resolve to follow through on those changes. Did your New Year resolutions make our top ten list?

1. [Spend More Time with Family & Friends](#)

Recent polls conducted by General Nutrition Centers, Quicken, and others shows that more than 50% of Americans vow to appreciate loved ones and spend more time with family and friends this year.

2. [Fit in Fitness](#) The evidence is in for fitness.

Regular exercise has been associated with more health benefits than anything else known to man. Studies show that it reduces the risk of some cancers, increases longevity, helps achieve and maintain weight loss, enhances mood, lowers blood pressure, and even improves arthritis. In short, exercise keeps you healthy and makes you look and feel better.

3. [Tame the Bulge](#) Over 66 percent of adult Americans are considered overweight or obese

[by recent studies](#), so it is not surprising to find that weight loss is one of the most popular New Year's resolutions. Setting reasonable goals and staying focused are the two most important factors in sticking with a weight loss program

and the key to success for those millions of Americans who made a New Year's commitment to shed extra pounds.

4. [Quit Smoking](#) If you have resolved to make this the year that you stamp out your smoking habit, over-the-counter availability of nicotine replacement therapy now provides easier access to proven quit-smoking aids. Even if you've tried to quit before and failed, don't let it get you down. On average, smokers try about four times before they quit for good. Start enjoying the rest of your smoke-free life!

5. [Enjoy Life More](#) Given the hectic, stressful lifestyles of millions of Americans, it is no wonder that "enjoying life more" has become a popular resolution in recent years. It's an important step to a happier and healthier you!

6. [Quit Drinking](#) While many people use the New Year as an incentive to finally stop drinking, most are not equipped to make such a drastic lifestyle change all at once. Many heavy drinkers fail to quit cold turkey but do much better when they taper gradually, or even learn to moderate their drinking.

7. [Get Out of Debt](#) Was money a big source of stress in your life last year? Join the millions of Americans who have resolved to spend this year getting a handle on their finances. It's a promise that will repay itself many times over in the year ahead.

8. [Learn Something New](#) Have you vowed to make this year the year to learn something new? Perhaps you are considering a career change, want to learn a new language, or just how to fix your computer? Whether you take a course or read a book, you'll find education to be one of the easiest, most motivating New Year's resolutions to keep.

9. [Help Others](#) A popular, non-selfish New Year's resolution, volunteerism can take many forms. Whether you choose to spend time helping out at your local library, mentoring a child, or building a house, there are many nonprofit volunteer organizations that could really use your help.

10. [Get Organized](#) On just about every New Year resolution top ten list, organization can be a very reasonable goal.

By [Albrecht Powell](#), About.com Guide

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John Sullivan
Anoka County
2100 3rd Ave Ste 300
Anoka, MN 55303-5029
763-323-5370

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390 North Robert Street
St. Paul, MN 55101-1805

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651-385-3674

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390 North Robert Street
St. Paul, MN 55101-1805
651-602-1144

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Olmsted County
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507-328-7085

Board Members

Ben Jackson

Mpls Housing Authority
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Mpls., MN 55401-1032
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Bob Ledebuhr, C.P.M.

Rochester Public Utilities
4000 East River Rd NE
Rochester, MN 55906-2813
507-280-1674

Heidi Solheid, CPPB

City of Minneapolis
330 2nd Ave S Ste 552
Minneapolis, MN 55401-2213
612-673-2727

Carole Weise

Minnesota DOT
395 John Ireland Blvd
St. Paul, MN 55155
651-366-3788

