

# National Speakers Association



# Tennessee



March 2001

## Blazing Membership Trails



From Your NSAT Membership Chairperson,  
Patricia Leonard

My promise to you, the members and the Board, has been to influence the effectiveness of NSAT through its membership. From the beginning, I have had a vision of a mentoring approach

accomplishing part of that original commitment. In addition, there was a vision of expanding the involvement of the present membership in our organization's commitment to the community while helping individual member's grow their speaking business.

Early in the year, I presented this vision to the group along with a strategic focus.

- a. Implement a mentoring program for new members
- b. Evaluate, enhance and expand our organization's service to the membership and to the community
- c. Get the membership actively involved

### Mentoring

At the March 10, 2001, NSAT meeting, I will have a 20-minute meeting (8:00 – 8:20 in the NSAT meeting room at the Marriott Courtyard in Brentwood, TN) with all new members with membership from July, 2000 to Present.

### *Subjects to be covered:*

- ◆ What has been your experience to date with NSAT?
- ◆ Are there any desired mentor assignments not met?
- ◆ Are there suggestions for how NSAT could better meet the needs of our new membership?
- ◆ Discuss the 3-5 minute sharing that a mentor and new member do as part of the mentoring process.
- ◆ Discuss the new member showcase, if there are questions.
- ◆ Other items from group

### Community Service Commitment

At the March 10, 2001, meeting I will bring a press release about NSAT. I am soliciting the help of you, the membership, in getting this press release out to local papers and/or other vehicles for information sharing. The purpose of this effort is two fold:

- ◆ To inform the communities of Tennessee and surrounding states that NSAT is a professional speaking organization available to them
- ◆ To inform professional speakers that NSAT is an organization committed to helping speakers grow their speaking business
- ◆ To inform businesses and organizations seeking professional speakers, that their needs may be met right at their back doors

*(continued on back page)*

**National Speakers Association Tennessee (NSAT) meets the second Saturday of each month (excluding February and August) at 9 AM at the Courtyard by Marriott in Brentwood.**

**2000-2001  
Board of Directors**

**PRESIDENT: PATSY WRITESMAN PAGAN**  
330 Franklin Road, Suite 135-132  
Brentwood, TN 37027  
Phone: (615) 376-8951  
Fax: (615) 376-8918  
Email: writes@net-serv.com

**PRESIDENT ELECT: DENNIS CAREY**  
PO Box 480  
Russellville, TN 37860  
Phone: (888) 446-2572  
Fax: (305) 946-8849  
Email: dcarey@usit.net

**VICE PRESIDENT/TREASURER: JOHN PAVLEJE**  
PO Box 361  
Franklin, TN 37065-0361  
Phone/Fax: (615) 591-4953  
Email: ResultsPavleje@aol.com

**SECRETARY: SANDRA LIPSEY**  
131 Abbeywood Drive  
Nashville, TN 37215  
Phone: (615) 665-7045  
Email: lipshain@aol.com

**NEWSLETTER EDITOR: KAREN DAVIS**  
1311 Mars Drive  
Nashville, TN 37217-1924  
Phone: (615) 367-2583  
Fax: (615) 367-9499  
Email: designskd@aol.com

**MEMBERSHIP CHAIR: PATRICIA LEONARD**  
807 Hillmead Drive  
Nashville, TN 37221  
Phone/Fax: (615) 356-1630  
Email: Leonard.P@mindspring.com

**WEBSITE CHAIR: DAVID HUMES**  
PO Box 450  
Antioch, TN 37011  
Phone: (615) 399-9164  
Fax: (615) 366-1217  
Email: davidhumes@mindspring.com

**SGT AT ARMS: FRANK KECK**  
239 Heritage Circle East  
LaVergne, TN 37086  
Phone: (615) 355-5544  
Email: FDK3@aol.com

**PAST PRESIDENT: BILL KARLSON**  
PO Box 1423  
Brentwood, TN 37024-1423  
Phone: (615) 360-9394  
Fax: (615) 360-3460  
Email: bill@billkarlson.com

**From the President**

It is time to begin the process of election of officers for our upcoming year (which begins July 1, 2001). What a wonderful year it has been and continues to be. We would like to consider all of you who are interested in a position for the upcoming year. Below you will find a list of positions as well as descriptions as listed in our by laws.

If you have an interest (and it is our hope that many of you do), please submit to me via email a statement of interest, a list of the top three positions for which you would have an interest and a summary of why you have an interest and past experiences you feel would be beneficial if elected to the position.



**PLEASE SUBMIT THIS INFORMATION BY THURSDAY, MARCH 8, 2001.**

- |                 |                   |
|-----------------|-------------------|
| President       | Secretary         |
| President Elect | Membership Chair  |
| Vice-President  | Newsletter Editor |
| Treasurer       | Webmaster         |

**ARTICLE VII – OFFICERS**

**Section 1 NSAT Officers**

- 1.1 The NSAT Officers (Officers) shall consist of a minimum of four individuals elected by the Membership.
- 1.2 The Officers shall be the President, President-elect, Vice-President(s), Secretary and Treasurer.
- 1.2.1 Officers shall serve for a term of one year or until his/her successor is elected.
- 1.3 Officers shall be members of the Board.

**Section 2 Duties of the President**

- 2.1 The President shall be the Chief Executive Officer of NSAT.
- 2.2 The President shall be a member of NSA.
- 2.3 The President shall not be elected to successive terms.
- 2.4 The President shall call meetings of NSAT, its Board, and the Executive Committee as often as he/she deems necessary to assure that NSAT functions at its full potential.
- 2.5 The President shall preside over meetings of NSAT, its Board, and the Executive Committee.
- 2.6 The President shall exercise general supervision over the activities and welfare of NSAT and oversee officers, directors, and members appointed to other positions relative to matters of policy.
- 2.7 The President shall be an ex-officio member of all NSAT committees, with the exception of the Nominating Committee.

**Section 3 Duties of the President-elect**

- 3.1 The President-elect shall be a member of NSA.
- 3.2 The President-elect shall plan NSAT operations for the subsequent year.
- 3.3 The President-elect shall work with the Board and NSA to assure continuity of NSAT leadership.
- 3.4 The President-elect shall, in the absence of the President, perform all duties and assume all responsibilities of the President until the President returns.
- 3.5 The President-elect shall, during the incapacity of the President as determined by the Board, perform all duties and assume all responsibilities of the President until the Board shall revoke such authority.
- 3.6 The President-elect shall coordinate the activities of all NSAT committees. All committee records, other than financial, shall be under the control of the President-elect (i.e., nominating, membership).
- 3.7 The President-elect shall assume the office of President at the end of his/her term of office.

**Section 4 Duties of Vice President(s)**

The Vice President(s) shall perform such responsibilities as may be designated from time to time by the Board.

**Section 5 Duties of the Secretary/Chief Information Officer**

- 5.1 The Secretary (CIO) shall take the minutes and record attendance of all Board and Executive Committee Meetings, and Annual Business, Membership and Special Meetings.
- 5.2 All NSAT records, except financial and committee records, shall be under the control of the CIO.
- 5.3 The CIO shall keep such records and prepare such reports as may be requested by NSAT or NSA.
- 5.4 The CIO shall maintain a file of the correct names and addresses of all NSAT members.
- 5.5 The CIO shall work with the membership committee to assure timeliness and quality in all areas of membership.
- 5.6 The CIO shall maintain a master notebook containing the current NSAT bylaws, Articles of Incorporation, standing policies and procedures.
- 5.7.1 The CIO shall provide a copy of the notebook to each newly elected officer and director of NSAT.

**Section 6 Duties of the Treasurer**

- 6.1 The Treasurer shall receive and disburse the funds of NSAT, and shall keep and preserve proper vouchers and books of accounts and other necessary records, which shall be open to inspection by the Board. The Treasurer shall deposit NSAT funds in such depositories as may be approved by the Board and shall disburse funds only for approved investments or upon approved vouchers and in accordance with procedures approved by the Board.
- 6.2 The Treasurer shall submit a monthly financial report to the Board and an annual report to the Membership at the Annual Business Meeting.
- 6.3 The Treasurer shall submit reports as requested by NSAT and NSA.
- 6.4 The Treasurer shall file all required tax forms with local, state and federal authorities.
- 6.5 The Treasurer shall work with the finance committee to assure quality in all areas of financial affairs.
- 6.6 All financial records, tax reports and other required records, shall be maintained by the Treasurer.

**Section 7 Duties of the Immediate Past-President**

- 7.1 The immediate Past President (Past President) shall be a member of the Board.
- 7.2 The Past President shall serve in an advisory capacity to the President.
- 7.3 The Past President shall meet regularly with the Board to review NSAT operations and procedures and recommend any changes that are considered desirable for the efficient operation of NSAT.
- 7.4 The Past President shall meet regularly with the President to review NSAT operations and procedures and recommend any changes that are considered desirable for the efficient operation of NSAT.

**Section 8 Duties of Directors**

- 8.1 The NSAT Directors (Directors) shall consist of a minimum of two individuals elected by the Membership.
- 8.2 A Director shall serve for a term of two years or until his/her successor is elected.
- 8.3 Directors shall be members of the Board.
- 8.4 Directors shall perform such responsibilities as may be designated by the Board from time to time.

# NSA Member to Represent Osram Sylvania



Deborah Burnett, ASID has developed a successful career as an award-winning interior designer, a commanding keynote speaker,

an entertaining television personality and a knowledgeable published author. Now, adding to her exceptional list of accomplishments, Burnett has reached an agreement with lighting giant, Osram Sylvania, to be featured as Sylvania's design spokesperson. In that capacity, Burnett will emphasize the consumer oriented program, "Decorating With Light," and will appear on national network and cable television programs, industry events present live speaking engagements and seminars on behalf of the company.

"Sylvania is the education leader in home lighting," said Burnett. "In that effort, I will work to enlighten the public on the benefits of increasing the comfort level and beauty in their homes by using appropriate lighting. I'm delighted to have the opportunity to represent a company that not only has tremendous name recognition, but unsurpassed quality of product with cutting edge technology."

Burnett, a member of the prestigious National Speakers Association is both an interior designer and licensed building contractor and has been making appearances as a nationally

recognized design guest expert on programs throughout the country since 1984. She is regularly featured on programs carried by Lifetime, HGTV, TNN and QVC cable networks and is a popular guest for "live" programming on network affiliate stations. Burnett, who has become a highly requested keynote speaker, has also written her first book called "*Comfortable Living by Design*," and has created a top-selling video series called "*You Can Do It Decorating*."

"Our priority has always been to educate consumers about simple, elegant ways of using lighting to add beauty and functionality to their homes," said Jon DiGesú, Director of Communications, General Lighting, for Osram Sylvania. "Deborah's decorating expertise combined with her experience in broadcast makes this an exciting collaboration for us."

Osram Sylvania is the North American operation of Osram GmbH of Germany, one of the world's leading lighting manufacturers. With headquarters in Danvers, Mass., Osram Sylvania manufactures and markets a wide range of lighting products, electronic and magnetic ballasts and precision materials and components for industrial and commercial users, original equipment manufacturers and consumers. For further information regarding Sylvania lamps, ballasts and other products and services, please refer to our web site at [www.sylvania.com](http://www.sylvania.com) or call 1-800-LIGHTBULB.

## News from Chapter Treasurer John Pavleje

### Financial News

In June of 2000, we put together a budget for the fiscal year which runs July 2000 to June 2001. I am happy to report that through February our numbers look pretty good!

We are ahead of schedule on our Total Revenue projection for the year and expect to hit our 12 month forecast in our 9th or 10th month.

Also, our projection for Total Expense is less than what we had predicted through the eight months. Looking at upcoming expenses, we predict our Total Expense Forecast to be right on target.

The bottom line is, we should exceed our forecast for Net Revenue, putting us in a good position for the start of the 2001/2002 fiscal year.

The main reason Total Revenue is ahead of our forecasted amount is we have all done a great job of promoting NSAT and are ahead of schedule in growth of new membership.

### More On NSAT Promotion

I have recently spoken for a number of groups and associations. Groups that meet weekly need about 40-50 outside speakers a year and monthly groups need about 8-10 outside speakers.

NSAT can be a valuable resource for them. Many of these groups don't know we exist so they don't take advantage of the local service we can provide. We need to be aware of this challenge and work to make NSAT more visible.

So, next time you find yourself speaking for a "free lunch", remember the challenge the group may be having in finding quality speakers and let them know NSAT is a resource they can count on.



# Membership Building Contest

Membership Chair Patricia Leonard and the Board of Directors of NSAT are implementing a

membership building contest for the Spring of 2001. The membership building effort will take place during March, April and May 2001. Awards and recognition will be given to members at the June NSAT meeting. Every member is encouraged to participate in blazing some new trails by informing others about our NSAT organization and growing our membership.

Here is how you can win! Recognition and awards will be given for the following categories!

1. Invite and bring the most guests during the contest timeframe (March meeting through the May meeting, 2001)

2. Sponsor the most new members joining NSAT during the three month contest.

3. Successfully persuade a neighbor or family

member to join between March and May, 2001

4. Have two business associates attend an NSAT meeting at your invitation during the contest.

5. Invite 3 to 4 people to NSAT even though they may not attend a meeting during the 3-month contest period. (I need their names so I can send them a new-member folder about NSAT membership)

6. If someone asks you how to learn about or join NSAT. (Wear your NSAT pin to meetings, it may help)

7. Suggest a membership growth idea.

Thanks for your commitment to help in all these efforts! Play, have fun and win!

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Check us out on the web! [www.tennesseespeakers.com](http://www.tennesseespeakers.com)