



# TEMPNET

THE INTERNATIONAL NETWORK OF INDEPENDENT STAFFING SERVICES

Dear TempNet Members,

With an optimistic eye on a slowly improving economy, we look very forward to seeing some positive effects on our businesses. Now is the time to plan, prepare and be ready! Do you know what will be the same and what will be different? What the new trends will be, what new obstacles or challenges our industry will face? *Me neither!*

My TempNet membership and the ensuing friendships have been one of the main things that have kept me going the last three years! They have provided me with strength, stamina and courage. I attribute this first and foremost to my involvement with the TempNet organization. Just like anything else – to get the maximum benefit, you have to be involved.

Since 1998, I have missed one TempNet meeting! I budget for every meeting because I know that I will find an answer to one of my challenges in CEO Net, or learn how to do something better (and cheaper) from one of our vendors or get some insight on an issue over drinks from one of my contemporaries. The return on my investment in TempNet more than covers the cost of my dues for the year.

In turn, TempNet's viability is dependent on your investment. Not just paying dues, but by attending the conferences and webinars and participating. As Mary and our Board have reminded you over the years, your attendance is crucial to our survival. Remember, TempNet operates the same way we do. As an association our most treasured benefit is our exclusivity. We want only the best to join our group. While it is a primary value, it does limit our ability to grow our membership and revenue.

With that said, we have an exceptional program planned for our annual owner conference by two of our most experienced and knowledgeable members. Bill DeRosa and George Roper have really stretched out to provide you with a number of excellent speakers and topics. You will find their practical, competitive spirit, and commitment to TempNet in all aspects of the agenda. The owner AND manager sessions are seriously great!! Saturday morning is especially strong too! Want to get a glimpse into your economic future? PlanAfter that, we'll relax and enjoy the beach together and organize some events to ensure maximum fun for all!!

Looking forward to seeing all of you and the turtle this week!!

Denise Sutton  
TempNet President



# TEMPNET

THE INTERNATIONAL NETWORK OF INDEPENDENT STAFFING SERVICES

**TempNet Annual Owner Meeting  
Agenda  
February 24, 2011**

Welcome and Introduction of Board

President's Report  
Review of February 23 Board meeting  
State of the Association  
Denise Sutton, President

Review of Minutes of 2010 Annual Meeting and vote

Budget and Finance Report  
Maedon Coburn, Treasurer

Headquarters Report  
Mary Mycka, Executive Director

2011-2012 Board of Directors Nominations Report and Vote  
Bill Gage, Past President

Old Business  
No old business submitted by membership

New Business  
Legal Update by Neil Kuenn



# TEMPNET

THE INTERNATIONAL NETWORK OF INDEPENDENT STAFFING SERVICES

## **TempNet Annual Owner Meeting Minutes March 6, 2010**

Welcome and President's Report - review of March 5 Board meeting

The meeting was called to order at 11:15am by President Bill Gage. The current Board of Directors was introduced and new members were welcomed. President summarized details of the recent Board meeting and opened the floor for questions. President reminded members that this meeting is mandatory, and attendance is taken by a signature sheet passed during the meeting.

Review of Minutes of 2009 Annual Meeting and vote

Minutes of 2009 meeting were reviewed. Tav Gauss moved approval of minutes. Motion seconded by Greg Hart. Motion passed.

Budget and Finance Report

Jeff Thalmayer, Treasurer, presented a summary of the 2008-2009 year end financials and contrasted with a mid year summary from 2009-2010. He reviewed TempNet financial procedures. The full Board discusses and approves yearly financials. The TempNet Executive committee reviews financials on a monthly basis, and President and Treasurer review and approve the payment of expenses. Major income challenges this year include a loss of branch income and limited membership growth due to the current economic conditions in our industry. Major expense challenge is hotel attrition penalties due to reduced meeting attendance.

Kevin Nelson moved approval of the 2008-2009 year end financial statement, Greg Hart seconded, and the motion passed.

Headquarters Report

Mary Mycka Executive Director, presented the 2010 Annual Report. She encouraged membership to read the included TempNet strategic plan, especially the goals of each committee, and asked the membership to offer their services to further the objectives of the association. Conference calls will be arranged for committee meetings in 2010. She encouraged members to use the resources TempNet has to offer to enhance your business success - primarily our face to face meetings, which are our #1 benefit and our #1 financial risk.

2010-2011 Board of Directors Nominations Report and Vote

Mary Swindle, Past President, presented the 2010 slate of nominations for Board and Officers. Legal counsel, Neil Kuenn, confirmed that this election could be conducted by voice vote since there is a clear quorum present. Members in attendance had no objection. It was noted that the ballot included one open position without a candidate. Denise Sutton nominated Greg Hart for the open position.

Barry Franzino moved that the current slate of nominations, with the addition of Greg Hart in the open position as Director at Large, be accepted. Bob Walther seconded the motion, and motion passed by the membership unopposed. The approved slate of nominations appears after these minutes.

Old Business

No old business submitted by membership.

New Business

President Bill Gage introduced TempNet Legal Counsel, Neil Kuenn, who gave the 2010 legal update.

**2010 TEMPNET ELECTED  
BOARD OF DIRECTORS**

<b>Position</b>	<b>Name</b>	<b>Term</b>	<b>2010 nominee</b>
President	Denise Sutton	7/01/10 – 6/30/11	
Vice President	Jeff Thalmayer	7/01/10 – 6/30/11	
Secretary/Treasurer	Maedon Coburn	7/01/10 – 6/30/11	
Past President	Bill Gage	7/01/10 – 6/30/11	
Region 1 VP	Michael Dumaine	7/1/10 – 6/30/12	yes
Region 2 VP	Giovanni Panizzi	7/1/09 – 6/30/11	
Region 3 VP	John Hayes	7/1/09 – 6/30/11	
Region 4 VP	Joe Mackey	7/1/09 – 6/30/11	
Region 5 VP	Liz Freeman	7/1/10 – 6/30/12	yes
Assoc. Member			
Benefits Chair	Nick Alonso	7/1/09 – 6/30/11	
Director at Large	Jill Tillinghast	7/1/10 – 6/30/12	yes
Director at Large	Ron Sanders	7/1/09 – 6/30/11	
Director at Large	Jim Emerick	7/1/09 – 6/30/11	
Director at Large	Brad Hughes	7/1/10 – 6/30/12	yes
Director at Large	Tim Blackwell	7/1/10 – 6/30/12	yes
Director at Large	Greg Hart	7/1/10 – 6/30/12	yes

TempNet  
TempNet Balance Sheet  
Fiscal Year July 1, 2009 - June 30, 2010  
June 30, 2010

Page 1

---

ASSETS:	
Wells Fargo Checking	58,162.83
Wells Fargo Investment Money Market	0.00
Accounts Receivable	0.00
Prepaid Conference Expenses	7,877.44
Prepaid Expenses	0.00
Accrued Income Receivable	0.00
Estimated Income Tax Payments	<u>386.00</u>
 Total Assets	 <u><u>66,426.27</u></u>
LIABILITIES:	
Accounts Payable	0.00
A/P Member Relief Fund	670.00
Conference Prepays	0.00
Prepaid Income	5,445.00
Prepaid Dues	18,346.00
Accrued Expenses Payable	84.44
Accr Federal Income Taxes Payable	<u>0.00</u>
 Total Liabilities	 <u><u>24,545.44</u></u>
EQUITY:	
Retained Earnings - Current Year	(21,213.80)
Net Worth	<u>63,094.63</u>
 Total Equity	 <u><u>41,880.83</u></u>
 Total Liabilities & Equity	 <u><u>66,426.27</u></u>

**TEMPNET 2009-2010  
YEAR END INCOME/EXPENSE**

	YTD Actual	Annual Budget
<b>REVENUE:</b>		
Regular Membership	72,233.00	76,643.00
Sub Office Renewal	17,750.00	21,750.00
New Member Dues	0.00	1,190.00
Sub Office New	0.00	250.00
Associate Dues	14,466.00	15,000.00
Initiation Fees	0.00	1,500.00
Interest Income	267.03	0.00
Directory Advertising	0.00	0.00
Web Conference	8,762.00	6,000.00
Non Dues Income	285.22	1,000.00
Miscellaneous Income	0.18	0.00
Conference Credits - Unused	8,320.00	8,000.00
Fall Conference	32,955.90	48,370.00
Winter Conference	64,244.56	61,500.00
<b>Total Income</b>	<u>219,283.89</u>	<u>241,203.00</u>
<b>EXPENSES:</b>		
<u>Administrative</u>		
Management Fees - DMS	114,492.00	114,492.00
Printing/Copies/Labels	718.15	500.00
Postage/Shipping	271.93	500.00
Telephone/Fax	2,350.41	1,300.00
Storage - Data/Technology Fee	3,000.00	3,000.00
Office Supplies	556.57	600.00
Bank/Credit Card Merchant Charges	3,613.14	4,000.00
Insurance - General Liability	1,524.00	500.00
Insurance - D&O	1,125.00	1,200.00
Staff/Travel Expenses	95.00	900.00
<b>Total Administrative</b>	<u>127,746.20</u>	<u>126,992.00</u>
<u>Committees</u>		
Membership Development	0.00	500.00
Operations Survey	0.00	0.00
Newsletter	462.00	0.00
National Task Force Expense	0.00	0.00
<b>Total Committees</b>	<u>462.00</u>	<u>500.00</u>
<u>Other Expenses</u>		
Accounting	500.00	500.00
Board Activities	590.85	500.00
Federal Income Tax	288.00	0.00
Legal Fees	9,297.75	7,000.00
Annual Report	471.88	200.00
Membership Directory	0.00	0.00
Web Conference Expenses	433.41	1,000.00
Miscellaneous/Web Site Expense	376.51	1,000.00
Referral Credit Expense	300.00	900.00
Donations	0.00	0.00
<b>Total Other Expenses</b>	<u>12,258.40</u>	<u>11,100.00</u>
<u>Meetings</u>		
Fall Conference Expenses	36,392.16	40,200.00
Winter Conference Expenses	63,638.93	56,900.00
<b>Total Meetings</b>	<u>100,031.09</u>	<u>97,100.00</u>
<b>Total Expenses</b>	<u>240,497.69</u>	<u>235,692.00</u>
<b>NET INCOME (LOSS)</b>	<u>(21,213.80)</u>	<u>5,511.00</u>

TempNet  
TempNet Balance Sheet  
Fiscal Year July 1, 2010 - June 30, 2011  
December 31, 2010

Page 1

---

ASSETS:	
Wells Fargo Checking	84,160.85
Wells Fargo Investment Money Market	0.00
Accounts Receivable	0.00
Prepaid Conference Expenses	0.00
Prepaid Expenses	0.00
Accrued Income Receivable	0.00
Estimated Income Tax Payments	<u>346.00</u>
 Total Assets	 <u><u>84,506.85</u></u>
LIABILITIES:	
Accounts Payable	0.00
A/P Member Relief Fund	670.00
Conference Prepays	12,420.00
Prepaid Income	0.00
Prepaid Dues	0.00
Accrued Expenses Payable	0.00
Accr Federal Income Taxes Payable	<u>0.00</u>
 Total Liabilities	 <u>13,090.00</u>
EQUITY:	
Retained Earnings - Current Year	27,200.81
Net Worth	<u>44,216.04</u>
 Total Equity	 <u>71,416.85</u>
 Total Liabilities & Equity	 <u><u>84,506.85</u></u>

**TEMPNET 2010-2011  
MID-YEAR INCOME/EXPENSE**

	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE:</b>			
Regular Membership	69,674.00	70,000.00	75,799.00
Sub Office Renewal	14,750.00	15,000.00	17,750.00
New Member Dues	0.00	568.00	1,068.00
Sub Office New	0.00	250.00	250.00
Associate Dues	14,040.00	13,250.00	14,800.00
Initiation Fees	0.00	250.00	500.00
Interest Income	129.90	120.00	250.00
Directory Advertising	1,500.00	1,000.00	1,000.00
Web Conference	407.00	2,600.00	8,500.00
Non Dues Income	58.97	50.00	500.00
Miscellaneous Income	0.00	0.00	0.00
Conference Credits - Unused	0.00	0.00	8,000.00
Fall Conference	43,050.00	40,625.00	40,625.00
Winter Conference	9,475.00	5,500.00	65,865.00
<b>Total Income</b>	<b><u>153,084.87</u></b>	<b><u>149,213.00</u></b>	<b><u>234,907.00</u></b>
<b>EXPENSES:</b>			
<u>Administrative</u>			
Management Fees - DMS	57,246.00	57,246.00	114,492.00
Printing/Copies/Labels	247.82	305.00	600.00
Postage/Shipping	126.68	200.00	300.00
Telephone/Fax	1,006.31	1,100.00	2,000.00
Storage - Data/Technology Fee	1,500.00	1,500.00	3,000.00
Office Supplies	271.35	305.00	600.00
Bank/Credit Card Merchant Charges	1,875.95	1,775.00	3,800.00
Insurance - General Liability	0.00	0.00	1,525.00
Insurance - D&O	0.00	0.00	1,125.00
Staff/Travel Expenses	0.00	40.00	100.00
<b>Total Administrative</b>	<b><u>62,274.11</u></b>	<b><u>62,471.00</u></b>	<b><u>127,542.00</u></b>
<u>Committees</u>			
Membership Development	0.00	0.00	0.00
Operations Survey	0.00	0.00	0.00
Newsletter	170.00	290.00	500.00
National Task Force Expense	0.00	0.00	0.00
<b>Total Committees</b>	<b><u>170.00</u></b>	<b><u>290.00</u></b>	<b><u>500.00</u></b>
<u>Other Expenses</u>			
Accounting	500.00	0.00	500.00
Board Activities	0.00	590.85	590.85
Federal Income Tax	(248.00)	0.00	0.00
Legal Fees	450.00	0.00	5,000.00
Annual Report	0.00	0.00	500.00
Membership Directory	0.00	0.00	500.00
Web Conference Expenses	128.25	300.00	500.00
Miscellaneous/Web Site Expense	160.00	270.00	500.00
Referral Credit Expense	300.00	0.00	300.00
Donations	0.00	0.00	0.00
<b>Total Other Expenses</b>	<b><u>1,290.25</u></b>	<b><u>1,160.85</u></b>	<b><u>8,390.85</u></b>
<u>Meetings</u>			
Fall Conference Expenses	45,034.01	36,200.00	36,200.00
Winter Conference Expenses	17,115.69	10,500.00	57,200.00
<b>Total Meetings</b>	<b><u>62,149.70</u></b>	<b><u>46,700.00</u></b>	<b><u>93,400.00</u></b>
<b>Total Expenses</b>	<b><u>125,884.06</u></b>	<b><u>110,621.85</u></b>	<b><u>229,832.85</u></b>
<b>NET INCOME (LOSS)</b>	<b><u>27,200.81</u></b>	<b><u>38,591.15</u></b>	<b><u>5,074.15</u></b>

# TempNet Staff 2011

Most of you know that this year brought the retirement of Lona Christoffers, who has been with TempNet as our Membership Coordinator for many years. Lona is trying really hard to reduce her work schedule and enjoy living with her husband in Arizona, playing more golf and working on her house. She will miss seeing all of you at our conferences, and connecting with new companies that fit the TempNet profile.



Our new addition to the TempNet team is Ashley Hennig, currently working with the Membership Committee. She has been with DMS for two years, and has been enjoying working with an association that is held in very high regard within our company - TEMPNET!

Within Diversified Management Services (DMS), Ashley also currently works with two State of Iowa cultural organizations, and is excited to couple her background in the staffing industry while joining TempNet as the new Membership Coordinator. Prior to joining DMS, Ashley worked as an IT Recruiter for a small staffing firm, as well as in the nonprofit event management, and experiential marketing industries. She graduated from the University of Wisconsin - Eau Claire with a B.A. in Mass Communications and Public Relations. Ashley currently manages the Minneapolis office of DMS. She can be reached at [ahennig@assoc-mgmt.com](mailto:ahennig@assoc-mgmt.com) or 515.282.8192.



New to the TempNet team, keeping us organized and running smoothly, is Xiaorong Liu. Her beautiful name is pronounced *zsa wrong* (think Zsa Zsa Gabor). She is responsible for the updated look of your newsletters, and keeping the membership directory updated with your most current contact information.

Xiaorong graduated from Central College, Pella, Iowa as an international student from China. She earned her BA degree in Communication Studies and minored in Business Management. Before joining the DMS team in 2010, she worked in event planning and marketing for multicultural organizations. At DMS, besides being part of the TempNet team, Xiaorong also works with our two State of Iowa cultural organizations. In her spare time, she loves salsa dancing and enjoys exploring best local restaurants, networking events, entertainment, music and volunteer opportunities. You will hear from her frequently during the year, and can reach her at [xliu@assoc-mgmt.com](mailto:xliu@assoc-mgmt.com) with your TempNet questions. Xiaorong is your TempNet Headquarters resource!

## Staff summary:

Mary Mycka, Executive Director and Meetings Manager  
Ashley Hennig, Membership Coordinator  
Xiaorong Liu, Administrative Assistant

We can all be reached at 515-282-8192.

# **TempNet**

## **Annual Plan 2010 – 2011**

(Sept 2010)

### **Mission Statement**

TempNet is the premier association of dynamic, independent staffing firms in exclusive territories. TempNet members form an alliance of industry leaders offering education, best practices, business support and camaraderie.

### **Assessment**

Although the economy started to strengthen coming out of 2009 and into 2010, the Unemployment rate remained high at about 9.6%, and the use of staffing services remained soft. As we hit the middle of the year (2010), talk of a “double dip” recession created and even further lack of confidence in the market and our industry continued to suffer. Through all this, TempNet has been able to maintain very little erosion of membership, but finances have been tight, and we have run with a negative cash flow for the past two years; a primary goal was to stop the negative cash flow and begin to structure our expenses at this level so we can ride out the balance of this business downturn. In the meantime we need to put forth an all out effort to recruit new members, provide our current members what they need to survive and begin to really look at ways we as a membership can begin to take advantage of efficiencies of scale to help our members run more efficient businesses. Without exception our members have felt the margin pressure and the pricing pressure from long term clients that have used our services for years, but due to their own cash flow problems, are putting pressure on us to lower our costs; this pressure is also being put on us by the nationals, so it is time to explore how we can compete against this. The challenge of TempNet as we enter the new year 2010 – 2011 is to remain in as good a financial position as possible and continue to grow with quality members during this period. As we look at the Long Range Goals of TempNet, we need to take a hard look at who we are, why do independents join our type of group (especially now they need the help and ability to compare notes), and what benefits does a quality staffing firm expect from its association with a group like TempNet. We currently have a strong “core group” of active members, we need to spend some time this year looking at the membership requirements and possibly redefine who we are looking for to become a future member; i.e. base more of the decision on the quality and leadership (both in business and in the industry) of a potential member vs. just meeting an hours requirement for a territory. The quality of our membership will become more important in the future vs. just meeting a numbers goal. To date, to become a member, a prospect had to meet certain hour’s requirements; this needs to be reviewed. Also, we need to look at the larger markets and possibly break them down and take in more members per market base on size / market coverage, as well as niche

business. We need to look at how we can possibly take in more members in some of the larger markets so they don't compete with the general member in that market. In addition we need to continue to look into providing necessary services we all need to run our businesses more efficiently, especially back room services as mentioned above including pay / bill functions as well as insurances, etc.; we can get more into marketing materials, etc. as time goes on; possibly merging our back rooms and centralizing some of these functions would become a benefit of membership. We need to explore these opportunities this year, and move TempNet into it's next phase of existence. Although 2009 / 2010 continued to be a tough business year, we really are poised for our next phase of growth, we just need to continue to provide what our members need, monitor the market, and help our membership gain what they need to survive and begin to grow again.

Pressure on the small independent in this industry will continue to grow; we as TempNet need to move forward and be there not just to help these services to survive but to help them prosper. Our goal is to continue to be the number one group for independents and a membership in TempNet needs to be an invaluable tool to continue to succeed as an independent. TempNet is poised to be that group, but we need to maximize our efforts and reach out to those who may benefit, and every current TempNet member has to help in that effort. The next year should be a good year for TempNet, but we need to keep everyone focused on what we need to do to capitalize on the opportunities we have.

## **2010 to 2011 Overall Objectives**

To continue to pro-actively develop new members for TempNet. To maintain the process of identifying, calling, and following-up new potential members with the goal of netting 10 new regular members while increasing member participation from all current members; adding associate members as they qualify during the fiscal year.

## **2010 to 2011 Goals**

### **Membership:**

1. To get everyone involved in building membership, especially the Board. The emphasis needs to be on recruiting leaders in business and leaders in the industry.
  - Review and re-evaluate the membership requirements (not just hours)
  - The goal for the year is to net 10 members.
  - To retain current members and get those interested more involved.
  - To begin to understand the exit strategies our members have available to them and work to maintain current companies as we can or is appropriate as they sell or turnover.
  - Evaluate the possibility of members sharing backroom expenses.

2. To continue to work with the Associate Members, and add more as they qualify, but do not actively solicit new Associate Members:
  - Continue to get them more involved with the members and have them become more a source of information for the regular members
  - Get them to better understand our role, and their role; that we provide them an opportunity not a guarantee of the member's business.

### **Programs / Education:**

3. "Back to the basics" help our members continue to survive and begin to grow again.
  - Get our members more involved / they have a wealth of knowledge.
  - Continue the on-line training and on-line sources of information:
  - Increase the value and evaluate the content of the webinars, continue to refine.
  - Help our members keep up with technology; Social Media etc.
  - Continue to utilize the TempNet web site / evaluate when it needs to be upgraded.
  - Continue to structure the finances of the webinars so they continue to generate money to replace the cancelled 3<sup>rd</sup> meeting of the year.
  - Conduct training sessions at each conference and meeting as to how to maximize they benefits of TempNet / the web site, and all its resources.
  - Maintain the on-line library and make sure all members know about it and how to use it. *Use the weekly e-mail to remind everyone this exists.*
4. Continue to be aggressive with a P/R program to get the TempNet name exposed.
  - Both from the TempNet office and the individual members.
  - Each Committee needs to be alert for PR opportunities.
  - Conduct training programs to teach the members how to take advantage of P/R opportunities. Once again, use the weekly e-mail to educate and remind the members as to opportunities they have here.
5. Continue to develop the past presidents committee:
  - Create ways to acknowledge them annually.
  - Get them more involved in the programs and as presenters, they are a good resource.
6. Continue to evaluate the programs and training needs of the TempNet membership.
  - Continue the old successful programs; CEO Net, Manager Net, the Peer Review, the Operations Survey, etc. – they are well received.
  - Put more "Pizzaz" in the operations survey / how to use the info etc.
  - Add new more timely uses of technology and training as identified.

7. Finances:

- Continue to look for ways to increase revenues.
- Continue to look for ways to decrease costs
- Get back to a positive cash flow.
- Continue to look at potential "non-dues" income sources
- Build a budget around the breakeven point of dues from the current membership level..

**“Things that need to be done” 2010 to 2011... by goal:**

***Membership Development:***

1. Continue to review all open markets:
  - Evaluate the criteria for becoming a member. Base more on qualitative indicators of leadership in both business and the industry and less on hours run.
  - Look at some markets that may be able to hold more than one quality member or a member by specialty niche.
  - Each Member of the board, make a commitment to exploring certain markets for potential members.
  - Each board member needs to make a commitment to bring in at least one new member.
  - Evaluate all members and try to understand their exit strategies and make transitions where possible.
  - Coordinate with the management company and make calls into specific markets to ID potential candidates for membership.
2. Create the image of “Exclusivity” as a TempNet member.
3. Continue to circulate open markets to the total membership and ask for their help
  - Use our web site more to transmit information.
    - List open markets on the home page
    - Get initial info from prospects on the web page.
    - Have prospects qualify for membership.
    - Post new members on the web site.
4. Partner with some other organizations to get members (i.e. ASA, NAPS, etc)
5. Contact ASA and NAPS independents
6. Put our marketing brochure on-line and use as a recruiting tool with prospects.
7. Contact some select old members that have resigned for various reasons and see if they can be re-interested in TempNet
8. Continue the new membership approval process – speeds things up & keeps everyone informed – working well.

***The Associate Member program:***

1. Continue to work with the Associate Members and monitor their relationship with TempNet:
  - Develop a method to keep track of what members use what Associate Members.
  - Do a better job of setting the expectation as to what they get and what an associate member really is. Make sure they understand the role we play; we will provide them with an opportunity to meet our members and to sell to our members, but we can not guarantee any business or results.
  - Work with them to keep turnover down and/or to a minimum.
  - Continue the strong communications with Associate Members
  - Continue to use them more as a sources of information to our membership
  - Continue to get them involved in our programming and use them as presenters more often in their area of expertise.
  - Do not actively solicit more Associate Members. As the opportunity presents it self, we will add additional ones, but the majority of our membership development time has to be developing regular members.

***On-line training and information:***

- Continue the on-line training:
- Schedule a minimum of one webinar per quarter for this fiscal year
- Evaluate the content and make sure presenters are not just doing commercials.
- Set the pricing of the webinars so we meet financial projections and maintain a positive cash flow.
- Continue to utilize the online library of information and continue to add to it.....make sure all TempNet members are aware of the library and know how to access it.
- Use the weekly e-mail to advertise and play up the on-line programs.

***Public Relations opportunities:***

1. Get all committees involved in PR and recognizing PR opportunities / coordinate with the management office.
2. Develop more PR opportunities and get Press Releases out on a regular basis form the management office.
3. Develop more opportunities to educate the general marketplace about TempNet and who they are and what they do.
4. Teach the membership how to take advantage of PR opportunities for their own firm as well as how to tie into TempNet.
5. Run training sessions at the regular TempNet meetings.
6. Get press releases of new members out to their local markets.
7. Explore opportunities to get more articles published in industry publications and the general medial.

***Continue to get the general membership more involved:***

1. Get interested members more involved as they are identified as being interested.
  - Make this a part of the orientation program
2. Review the committee structure and use board members more for committees and add new interested members as they are identified not as mandatory.
3. Continue to track their involvement...and publish for all to see.

***Develop a past presidents committee:***

1. Recognize the past presidents at various functions, etc
2. Get them more involved with specific tasks:
  - Assign them specific task or to study different issues
  - Consider making them a part of the nominating committee
  - Get them more involved as speakers and presenters at meetings to share their knowledge and industry experience.
  - Use them to conduct Peer Reviews

***Programming and Training:***

1. Make sure the "on-line" training is meeting the needs of the membership.
2. Continue to run the old programs that were successful in the past:
  - CEO Net, Manager Net, the Peer Review Program, the Operations Survey program, "What's Working for You", etc.
3. Continue to survey the membership periodically to make sure we are addressing their needs.
4. Keep abreast of the needs of the "independent" in today's marketplace and help them develop the skills they will need to compete in the new marketplace and to understand where they fit into the new marketplace so they can position their business better.
  - Develop programs to train our members in those skills.

***Finances:***

1. Maintain a strong financial position:
  - Continue a positive cash flow
  - Maintain the savings account of a minimum of \$100,000.00
    - Determine a formula of additional contributions to savings
    - Determine a formula of when funds can be withdrawn from savings and under what circumstances.
2. Develop sources of non-dues income:
  - "Banner ads" or "tiles" on our web site
  - Continue to charge fees for on-line training
  - Solicit ads for our newsletter
  - Get rebates from hotels we use
  - Continue to get Associate Members to sponsor TempNet activities, etc.

- Discounts or rebate programs from Hardware &/or Software vendors - develop a buyers program for our members.
3. Stay on top of the cost of new programs, technology, etc, and develop an approval process to get funds approved for use by committees or by TempNet in general.
  4. Continue to review our dues structure, and tie future increases into an indicator for automatic increases. Also continue to evaluate other non-dues areas to supplement the dues income and keep TempNet in a positive cash flow.

## **Committee Responsibilities:**

Below listed is the committee structure for the new year and the major responsibilities and areas of focus for each committee for the year 2006 – 2007:

*There are seven major committees and sub-committees:*

### **1. Program Committee:**

- CEO Net
- Manager Net
- Programs & Conventions
- Web Conferences

### **2. Member Benefits Committee:**

- Operations Survey
- Peer Review
- New Member Orientation
- Newsletter
- Technology

### **3. Associate Membership**

- Associate Member Orientation
- Associate Benefits Program
- Annual Trade Show
- Associate Sponsorships
- Associate Member Outreach

### **4. Membership Committee:**

- Membership Development
- Regional Membership
- Co-Chairs
-

**5. Executive Committee:**

- Policy, Procedures and By-Laws
- Long Range Planning & Annual Planning
- Ethics
- Nominating
- Past Presidents
- Board Member Orientations
- Regional Vice Presidents Orientations
- Evaluation and liaison with the management company
- Finance

**Program Committee:**

**Chairperson:** Bill Gage

Executive Committee; President / VP / Past President

**Goal:** To keep current with the programming needs of the members and make sure all program meetings and activities are scheduled and implemented.

**Activities:**

1. Continue to ask what the membership wants – each meeting
  - Continue with the Survey or needs and wants.
2. Conduct “Membership Benefits” training every year / every meeting
  - Including Web Site use training.
3. Review convention locations / why people attend and schedule accordingly.
4. Program ideas for the new year;
  - **“Experience the power of TempNet”**
  - How to use the elder workforce – “the Boomerangers” ....how to recruit.
  - How to survive a recession.
  - How to have a Peer Review, etc.
  - Education on backroom subjects:
    - Accounts receivable
    - Workers Compensation
    - Safety
    - Unemployment Compensation
    - Hardware / Software use
    - Tax Credits
  - Legislative issues / keep the membership as informed as possible
  - Specifically the impact of the Healthcare Reform Bill.
  - Educate on RPO’s
  - Sessions on Social Networking / Linkedn / Facebook / Twitter, etc and how to use as business tools.
  - Continue at all meetings how to use the web site, the resource library, etc.
5. Give the speakers more direction as to the audience and the needs of the members so they can better focus and prepare:
  - They need to understand the audience better.

6. Continue to conduct webinars – make sure they are informative and not advertisements for the vendors.
7. Continue CEO Net, Manager Net, and the “What’s working for you” sessions.
  - Evaluate Manager Net since less staff is coming at this time.
8. Try to spice up the Operations Ratio process and feedback session / more application and how to use the information for planning, etc.
9. Develop a “What’s working for you the Vendor” – a member / vendor; how they work together session.
10. Get more members leading round tables.
11. Continue to develop the “Talent Tapping” program; understand the talents and areas of expertise of all members and outside speakers.
  - This is the crux of TempNet.
12. Plan future conference sites; begin to focus in on the 2<sup>nd</sup> tier cities for meetings and conferences.
13. Hold 2 yearly conferences.
14. Share the list as well as member’s specialty and area of expertise prior to each convention to entice people to come and direct people to those they may want to network with.
15. Direct all conventions with a local chairperson (member).
16. Continue to upgrade the conference budget as possible / this is the area where TempNet needs to excel – Great Programs!!
17. Market and sell tapes and notes from conventions
18. Conduct a minimum of 4 webinars (one per quarter)
19. Create a data base of speakers both paid and volunteer with their specialty topics.
20. Continue to use Associate members for programs where possible.
21. Keep current with training trends to keep our members up to date and current.
22. No more Associate Members attending general TempNet sessions.

## **Member Benefits:**

**Chairperson:** Jeff Thalmayer, Vice President

**Goal:** To keep current with the needs of the TempNet membership and implement the programs designated.

## **Activities:**

1. Continue the weekly update letter plus, continue to add more information to remind members of other programs or to transmit other information.
2. **Operations Survey:** Jill Tillinghast
  - a. Coordinate with the management office.
  - b. Be more aggressive in getting this information
  - c. Make it more interesting / and train how to use the information when planning.
3. **Peer Review:** Jill Tillinghast

- a. Increase the exposure and encourage participation via the weekly e-mail.
  - b. Get a testimonial from those who have had one.
  - c. Encourage all board members to have one.
  - d. Review all the Peer Review forms and adjust as necessary.
  - e. Promote via CEO Net.
  - f. Develop a program for all those who have had a Peer Review, they now are on the list to conduct one.
  - g. Put the Review process in the TempNet Resource File on the web site.
4. ***The newsletter:*** Continue with an on-line newsletter.
- Develop more member information “member gossip” form all the regions.
  - Do company profiles in each edition.
5. ***Technology:***
- a. Keep abreast of all technology needs and wants
  - b. Conduct informational training on the Social Networks and how to use for business purposes.
  - c. Use Associate Members to keep TempNet Members and leaders educated and informed
  - d. Train TempNet members (especially new members as a part of the new member orientation program) how to use the web site and how to link their company web site to TempNet's, how to use the on-line resource library, etc.
  - e. Assign a technology person to keep abreast of all possible technology needs for future growth.
  - f. Teach TempNet members how to track web site use, and begin to link all web sites of members to TempNet.
  - g. Create a manual of “best practices” and put on the web site form members use.
  - h. Look into teaching members how to link their sites to TempNet, and in some cases to each other.
  - i. Evaluate the TempNet website and keep it evolving.
6. Continue to put all operational materials on line in the resource library for our members - keep current and up to date, and train and retrain our members how to use.
7. Coordinate conventions with visiting a members office if one located at the site of a convention.

## **Membership:**

**Chairperson:** Jeff Thalmayer, Vice President  
Committee – Regional VP's

**Goal:** To net 10 new member and Associate members as they qualify during the 10 – 11 year.

### **Activities:**

1. Membership development. Coordinate all membership efforts with the management company.....VP's & Lona.
2. Work with Associate Members and ID potential new members
3. Attend NAPS / ASA, etc meetings and recruit.
4. Evaluate dues by market size/
5. Develop a better on line response mechanism to on line inquiries.
6. Document the Regional VP's role in the membership and membership orientation process.
7. Mary: Do new member process / procedures.
8. Look at the membership requirements and who we recruit. Needs to be based more on leadership in business and in the industry vs. just meeting hours requirements.
9. Look at expanding some of the larger markets to take more than one member or members in specific niche markets.
10. Goal is for each Board Member to bring in one new member during the 10 – 11 year.
  - a. Using the ***"TempNet Open Markets"*** list, assign specific markets and specific states to each of the board members to develop leads and begin the process of building new members in those open markets.
  - b. Each Board member get back to Laurie with leads
  - c. Then get back once a month to update progress.
  - d. Follow-up system:
    - i. Once names are developed get them to Lona
    - ii. VP's to call and follow up
    - iii. Get them on a list to get the news letter
    - iv. Letter follow-up from VP
    - v. Put in master data base and continue to drip on good prospects.
  - e. Contact Associate Members (Vendors) for leads.
11. Complete the process of updating the Maps.
12. As new members are developed get them assigned to a "Mentor"...we need to develop a strong "Mentor" program to get new members integrated into TempNet as quickly as possible.
13. Conduct new member orientations as new members are generated.
  - f. Assign each new member to a committee at the new member orientation.
  - g. Document the new member orientation process in a procedures manual.

14. Reactivation of old members - contact old members that have left and reassess reasons for leaving. Do a plan to reactivate those that we want to get back.

## **Associate Membership:**

### **Chairperson:**

**Goal:** To maintain good Associate Members that understand the relationship and are willing to be sponsors of TempNet Activities, and add additional members as those interested meet the criteria for becoming a member.

### **Activities:**

1. Maintain a list of benefits and services available to the Associate Members.
2. Develop a method to track which TempNet members use which Associate Members. ie. How many of our members use the Associate Members and which ones.
  - Survey the membership to find out.
3. Continue an Associate Member orientation
4. At least annually evaluate where we are with the Associate Members, meet with them individually to “close-the-loop”
5. Reach out to the associate members:
  - h. Continue to get them involved to help educate and inform our members
  - i. Continue to encourage them to sponsor TempNet activities.
  - j. Have them be presenters at meetings and conventions.
  - k. Ask them what programs they could / would present.
  - l. Contact those who have resigned and find out why they left
8. Evaluate new potential members as they come up to continue to build additional members.
9. Allow them to participate on committees.
10. Continue with the referral bonuses / recognitions.
11. Use associate members to help ID potential other independent staffing companies.
12. Do not allow Associates Members to attend general TempNet Sessions.

## **Marketing and P/R** (no longer a separate committee):

Coordinated by the Management Office and all the committees, not a separate committee.

**Goal:** To provide exposure for both TempNet and the membership. Educate both the public and the industry as to who TempNet is, and what they do.

### **Activities:**

1. Continue the Press Blaster
2. Get staff involved with automatic Press Releases going out on a regular basis
  - a. New members, conventions coming up, etc.
    - Put on the web site, as well as release to the new members local media.
  - b. Develop on a regular basis “Press Releases” to get TempNet as much exposure as possible.....especially to other industry publications like Staffing Industry Report, Temp Digest, ASA and NAPS publications and/or newsletters.
  - c. Get information from “Quotes from the President”, from our operations survey (certain information), etc.
3. Develop directions on when TempNet should do releases and implement
4. Train the membership how to generate P/R opportunities.
  - d. Develop a press release format for them to use
  - e. Develop a P/R handbook for them to use
5. Train how and when to use e-marketing brochures.
6. Develop an “e-marketing” program / brochures on-line.
  - f. Attach to all inquiries for membership.
7. Link our website to all members’ web sites. Use the TempNet logo and link back.
8. Coordinate activities of this committee with all the other committees especially the membership committee.
  - g. Work hand in hand with the membership committee
9. Develop ads to run in some of the other industry publications (i.e. SI report)
10. Help Identify potential members for the membership committee
11. Conduct P/R training sessions at meetings and conventions
12. Develop reasons for people to visit our web site, and drive people into our site.

## **Executive Committee:**

**Chairperson:** President  
Committee – Officers

**Goal:** To keep a "checks and balance" eye on the activities of TempNet and to conduct the business of TempNet between Board meetings.

### **Activities:**

1. Look at the possibility of aligning the planning process with the new officer process and run the active year from Sept to Sept, conducting the planning meeting at the Sept meeting of each year.
2. Continue to run meetings according to Parliamentary Procedure and Roberts Rules of Order.
3. Work with the past presidents committee
  - a. Make sure there are activities where they are recognized.
  - b. Utilize as a resource; speakers at conferences, doing Peer Reviews, etc.
  - c. Utilize in the new member orientation.
4. Nominating Committee: sure up the procedure
  - Develop a method to get input from the general membership.
5. Continue to monitor the committee structure and make sure they have a formal meeting schedule getting all members involved – Make sure every member is assigned to a committee:
  - a. Annually send out a list of all committees and ask for preferences to see who might be interested in getting involved.....no longer mandatory.
  - b. As new members join, make sure they pick a preference at that time and start to get involved from the beginning or they will be assigned....they need to know this is an expectation as they go through the approval process.
  - c. Set committees to meet at separate times (not over lunch).
6. Conduct a new board member orientation and make sure all new board members understand their job.
7. Conduct a Regional VP orientation annually so they all know their responsibilities.
8. Communicate with the management company and make sure all expectations on both sides are known and understood
  - d. Do an annual evaluation of the management company to maintain performance and direction
  - e. Keep track of all hours spent, and make sure we are within the contractual amount.
9. Put together a nominating committee each year / adhere to the requirements of succession plan.
10. Continue to monitor all documentation; policies, procedures and by laws....revise when necessary – Mary
  - By-Laws, look at every 2 to 3 years.
11. Schedule an audit of the books at least every 5 years
12. Conduct a “formal” review annually of the management company

13. Add Job Descriptions for all the executive committee positions.

**Finance:**

**Chairperson:** President / Management company  
Committee – Secy / Treas of TempNet

**Goals:** To maintain a positive cash flow for the year  
To maintain and add to our savings  
To keep a watchful eye on the finances of the organization.

**Activities:**

1. Make sure all memberships are increased based on the CPI index from here on.
2. Review other sources of “non-dues” income that TempNet may generate outside dues. (see page 5 "Goals" #2 under "Finances")
  - f. Coordinate with member benefits
  - g. Coordinate with the management company
  - h. Coordinate with the executive committee
3. Evaluate all the possible financial needs that are in addition to the regular needs as a result of implementing the programs in this plan:
  - i. Develop a "request" system for the various committees and programs to use to request money.
4. Develop a formula for regularly adding to the savings account
  - j. Develop criteria for withdrawing from the savings account
5. Price future meetings based on the meeting site.



# TEMPNET

THE INTERNATIONAL NETWORK OF INDEPENDENT STAFFING SERVICES

## 2011 TEMPNET SLATE OF NOMINATIONS BOARD OF DIRECTORS

<b>Position</b>	<b>Name</b>	<b>Term</b>	<b>2011 nominee</b>
President	Jeff Thalmayer	7/01/11 – 6/30/12	
Vice President	Maedon Coburn	7/01/11 – 6/30/12	
Secretary/Treasurer	Brad Hughes	7/01/11 – 6/30/12	
Past President	Denise Sutton	7/01/11 – 6/30/12	
Region 1 VP	Michael Dumaine	7/1/10 – 6/30/12	
Region 2 VP	Tim Blackwell	7/1/10 – 6/30/12	
Region 3 VP	John Hayes	7/1/11 – 6/30/13	second term
Region 4 VP	Jill Tillinghast	7/1/09 – 6/30/11	
Region 5 VP	Liz Freeman	7/1/10 – 6/30/12	
Director at Large	Julie Brown	7/1/11 – 6/30/13	new
Director at Large	Kristen Heck	7/1/11 – 6/30/13	new
Director at Large	Dave Modaff	7/1/11 – 6/30/13	new
Director at Large	Jim Emerick	7/1/11 – 6/30/13	second term
Director at Large	Greg Hart	7/1/10 – 6/30/12	

I approve this slate of nominations, as stated, or as amended and initialed.

Signed \_\_\_\_\_

Company \_\_\_\_\_