

**Request for Approval
To Change the Name of
NAPM Metro Detroit
To
ISM-Southeast Michigan**



2009 Board of Directors

Katia Moraes, C.P.M., President
Harry Nowell, C.P.M., Immediate Past President
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Brian Smith, C.P.M., Director Programs
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Linda Michels, C.P.M., Director Marketing & Public Relations
Rajeev Roy, Director Professional Development
Tiffany Witek, Director Meeting Arrangements
Lana Klein, C.P.M., Director
Jeffrey Williams, C.P.M., Director

Changing Your Affiliate Name to the ISM—Affiliate Name

The process:

1. The affiliate gathers the information listed under the Requirements heading and submits the documentation to ISM Affiliate Support Department.
2. The ISM Affiliate Support Department reviews all the documentation submitted using the [Evaluation of Affiliate Business Plans](#) form to assess and rate each requirement.
3. Approved name change requests will be submitted to the ISM Board of Directors for approval. Name change requests that do not meet the requirements, the affiliate will be contacted with an explanation.
4. If the ISM Affiliate Support Department does not approve the submission, the affiliate will be contacted with an explanation.

Note: For continued use of the ISM—Affiliate name, a new [three-year business plan](#) is required to be submitted to ISM every three years.

Requirements:

Please submit the following documentation to Linda Thomas in the Affiliate Support Department. These items can be faxed to 480/752-7890 or e-mailed to lthomas@ism.ws. If you have any questions, please call Linda at 480/752-6276, extension 3041.

1. ISM will need to verify that your affiliate partners with all ISM membership programs. They are:
 - Student
 - Academic
 - Lifetime
 - Unemployed
 - Active Duty
 - Volume Discount
 - Trial (not required)
2. Affiliate bylaws that are in compliance with *ISM Bylaws*. The following link brings you to the February 2007 NewsLine article: [Are Your Bylaws in Compliance with ISM Bylaws?](#) The article provides helpful hints in updating your bylaws. You may also download a [Model Affiliate Bylaws](#) for your use.
3. Most recent IRS Form 990 and related forms.
4. Current Articles of Incorporation (or applicable document as required by law).
5. IRS Determination Letter of Not-for-Profit Status.

6. An Educational Event Evaluation form using a scale of 1-5 (minimum rating of 4 must be maintained). An example can be downloaded [here](#).
7. A signed [ISM Affiliated Association Agreement](#).
8. Required Business Plan components are listed on the [Evaluation of Affiliate Business Plans](#) form. Templates available to assist are:
 - [Business Plan Outline](#)
 - [3-Year Education/Activities Plan](#)
 - [3-Year Financial Plan](#)
9. A copy of an application form to your state that shows your affiliate will be legally changing your affiliate name to ISM—Affiliate Name.

TABLE OF CONTENTS

Description

Membership Information	Section 1
ISM-Southeast Michigan Bylaws	Section 2
IRS Form 990	Section 3
Articles of Incorporation	Section 4
IRS Determination of Not for Profit Status	Section 5
Educational Event Evaluation	Section 6
ISM Affiliation Agreement	Section 7
3 Year Business Plan	Section 8

BUSINESS PLAN APPENDICIES

[Appendix 1 – 3 Year Education Plan](#)

[Appendix 2 – 3 Year Marketing Plan](#)

[Appendix 3 – 3 Year Finance Plan](#)

[Appendix 4 - Michigan Department of Labor & Economic Growth Industry Sector Analysis](#)

Name Change Application in the State of Michigan	Section 9
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EXHIBITS

[Exhibit 1 - Membership Roster](#)

[Exhibit 2 - ISM Evaluation of Business Plans](#)

Section 1

Membership Program

Below is an excerpt from the ISM Southeast Michigan Bylaws defining our Membership Requirements. Exhibit 1 shows a complete list of our Membership as of December 2008. The Bylaws were approved by ISM Affiliate Support in Spring 2008. A complete Membership Roster as of December 2008 can be found in [Exhibit 1](#)

ARTICLE IV

MEMBERSHIP

SECTION 1. Regular Membership. Regular membership (voting membership).

- (a) Membership definition, eligibility, and requirements shall be identical to the definitions, eligibility, and requirements as defined by the Institute of Supply Management, Inc, (ISM) in its current bylaws at any point in time. In the event that the ISM bylaws are silent, the following items in Article IV; Membership, shall determine Membership definitions, eligibility or requirements.
- (b) A person shall be eligible to be a regular member of this association who satisfies the eligibility requirements of a regular member of an affiliated association as defined in the Bylaws of the Institute of Supply Management, Inc, (ISM) as amended from time to time. Regular members of this Association shall have the right to cast one (1) vote on all questions which require a vote of the regular members of this Association other than those regular members who, pursuant to the ISM Southeast Michigan and ISM Bylaws, as amended from time to time, do not have voting rights.

SECTION 2. Dues-free Members. Dues-free members include:

- (a) Lifetime Members. A person who has been a Regular Member for a period of ten (10) years or more, has retired from all regular employment and has been approved for this category by a majority vote of the Regular Members of the Affiliated Association of which he/she has been a Member. Lifetime members are Regular voting members.
- (b) Academic Members. A person with a full-time appointment as a teacher, research specialist, department head, director or dean of a college, university, other academic institution whose academic responsibility includes supply management or other related fields or subjects. Academic members are Regular voting members.
- (c) Honorary Members. A person not qualified for Regular membership but who has rendered distinguished or unusual services to the supply management profession, and who has been elected to the class of membership by vote of the board of Directors of the Association. Election to Honorary Membership shall be for such a period as the Association may designate, up to a three (3) year period. The Board of Directors of the Association shall have the authority and duty to revoke the Honorary Membership of any individual whenever they shall determine that continuation of the Honorary Membership would be inconsistent with the policies and objectives of ISM or the Association. Honorary members are non-voting members.
- (d) Student Members. An undergraduate or graduate student enrolled fulltime in an accredited community college or four-year college or university may receive all the benefits of membership in ISM and this Association and be exempted from payments of all dues and fees, provided that

such person carries at all times a minimum of six (6) credit hours per semester, or if a graduate student, a minimum of three (3) credit hours per semester, or the equivalent thereof. Student membership in the Association shall terminate upon completion of studies or failure to satisfy the eligibility requirements of this Section 2(d). Student members are Regular non-voting members.

- (e) **Special Membership Extension.** Membership will be extended an additional 12 months without requiring payment of ISM dues for persons who have been a member of ISM and are unemployed for six months, excluding first-time membership applicants, provided that the affiliate also waives the affiliate dues. Dues free membership will be extended to those members serving in full-time active military duty for the length of their service, provided that the affiliate also waives the affiliate dues. Members under this class are Regular voting members.

SECTION 3. Nonvoting Membership. The Association shall have the following membership classes which shall not represent membership in ISM nor entitle any member of such class to vote or hold office in the Association nor to serve on the Board of Directors. However, all members (Regular and nonvoting) are encouraged to serve on the Association committees.

- (a) **Associate Members.** A person who satisfies the eligibility standards of Section 1 of this Article provided that at least one member employed by the same company holds a Regular membership in the Association.
- (b) **Honorary Members.** Members as described in Section 2(c) of this article.
- (c) **Student Members.** Members as described in Section 2(d) of this article.

Section 2

Bylaws

Below is a copy of our Affiliate's Bylaws. The Bylaws were approved by ISM Affiliate Support in Spring, 2008. They have been changed / updated to read ISM Southeast Michigan in anticipation of our name change.

INSTITUTE FOR SUPPLY MANAGEMENT

SOUTHEAST MICHIGAN, INC.

BYLAWS



Approved: March 2007

Institute for Supply Management
Southeast Michigan
P.O. Box 642
St. Clair Shores, Michigan 48080-0642
(313) 881-0800
Fax (313) 881-4952

TABLE OF CONTENTS

<u>Article</u>	<u>Page</u>
I. Name and Location	<u>3</u>
II. Mission, Purpose, Vision	<u>3</u>
III. Affiliation with the Institute of Supply Management (ISM)	<u>4</u>
IV. Membership	<u>5</u>
V. Dues	<u>7</u>
VI. Meetings of the Association Members	<u>7</u>
VII. Officers	<u>8</u>
VIII. Board of Directors	<u>9</u>
IX. Committees	<u>10</u>
X. Elections and Appointments	<u>11</u>
XI. Employees	<u>12</u>
XII. Finances	<u>12</u>
XIII. Conflict of Interest Policy	<u>12</u>
XIV. Dissolution	<u>14</u>
XV. Amendments	<u>14</u>
ISM Statement of Antitrust Policy	<u>15</u>
ISM Policy Guide for Antitrust Compliance	<u>15</u>

ARTICLE I

NAME AND LOCATION

SECTION 1: Name. The name of this Association shall be Institute for Supply Management Southeast Michigan, Inc., hereinafter referred to as "ISM Southeast Michigan or the Association), a 501(c)(6) nonprofit organization and existing by virtue of the laws of the State of Michigan.

SECTION 2. Location. The principle office of the Association shall be located in St. Clair Shores, Michigan or in such other localities as may be determined by its Board of Directors.

ARTICLE II

MISSION, PURPOSE, VISION

Our Mission

The mission of ISM Southeast Michigan is to serve our members as an affiliate of the Institute for Supply Management by providing superior opportunities for education, networking, and career enhancement as a means of advancing and promoting the leading edge practices and profession of Purchasing and Supply Management.

Our Purpose

The purposes of our association are:

- (1) To foster and promote ongoing exchange of ideas and cooperation among its members.
- (2) To promote the study, development and application of purchasing, materials management and logistics.
- (3) To collect and disseminate by all lawful means information of interest and benefit to its members, including surveys and reports of current business trends and other information of interest to the profession.
- (4) To develop and encourage by all lawful means the practice of high standards of personal and ethical conduct among persons engaged in the profession.
- (5) To develop, sponsor, promote and encourage professional certification programs for persons engaged in the profession.
- (6) To encourage and cooperate in the institution and development of educational courses, seminars, programs and materials on the subject of purchasing, materials management, logistics and all matters related thereto.
- (7) To strive by all lawful means to promote and enhance the profession.
- (8) To be affiliated with the the Institute of Supply Management, Inc ("ISM") and other associations or organizations of persons engaged in the profession throughout the United States and all foreign countries.

- (9) To cooperate, collaborate and exchange information by lawful means with professional, trade and other associations and organizations of persons engaged in the profession with governmental agencies and the public in general.
- (10) To do any other act or thing incidental to or connected with the foregoing purposes or in advancement thereof, but not for the pecuniary profit or financial gain of its members, directors or officers, except as otherwise permitted by the laws of the State of Michigan.

In the accomplishment of these purposes, it shall be the policy of the Association to comply at all times with all existing and future laws, including the antitrust laws, and in furtherance of this policy, no activity or program shall be sponsored or conducted by or within the Association which in any manner whatsoever shall represent or be deemed a violation of any existing or future law, including the antitrust laws, all in accordance with the ISM Statement of Antitrust Policy and Guide for Antitrust Compliance, as amended from time to time by the Board of Directors of ISM.

Our Association Vision

We define ourselves as a professional organization dedicated to providing excellent customer service to our members. Our members are our first priority. Our board of directors are our members' representatives; we are accountable to them. We shall strive to provide educational programs and activities that add value to our members. Our Association will be known as a leader that other affiliates can benchmark.

ARTICLE III

AFFILIATION WITH ISM

SECTION 1. General. The Association shall be affiliated with ISM in accordance with the procedures set forth in the ISM Bylaws, and the Association shall comply at all times with ISM policy as it may be adopted from time to time by the ISM Board of Directors and the provisions of this Article III.

SECTION 2. Conditions of Affiliation. The Association shall be obligated as a condition of affiliation with ISM to comply with the following:

- (a) To be incorporated as a 501(c)(6) nonprofit corporation in perpetuity in accordance with the laws of the State of Michigan and to be validly existing and in good standing during the period of its affiliation with ISM.
- (b) To cause these Bylaws to conform at all times with the ISM Bylaws and ISM policy, including without limitation, the provisions here with respect to the purposes of the Association and eligibility for membership.
- (c) To perform all necessary procedures concerning the review and approval of all applications for membership in the Association and ISM.
- (d) To resolve all questions concerning eligibility for membership in the Association and ISM in a fair and impartial manner in accordance with procedures established from time to time by the Association.
- (e) To collect all dues from members of the Association and to remit to ISM all dues required by Article III of the ISM Bylaws.

- (f) To comply at all times with ISM policy as it may be adopted from time to time by the ISM Board of Directors.
- (g) To forward amended Bylaws as approved by the membership to ISM.

ARTICLE IV

MEMBERSHIP

SECTION 1. Regular Membership. Regular membership (voting membership).

- (a) Membership definition, eligibility, and requirements shall be identical to the definitions, eligibility, and requirements as defined by the Institute of Supply Management, Inc, (ISM) in its current bylaws at any point in time. In the event that the ISM bylaws are silent, the following items in Article IV; Membership, shall determine Membership definitions, eligibility or requirements.
- (b) A person shall be eligible to be a regular member of this association who satisfies the eligibility requirements of a regular member of an affiliated association as defined in the Bylaws of the Institute of Supply Management, Inc, (ISM) as amended from time to time. Regular members of this Association shall have the right to cast one (1) vote on all questions which require a vote of the regular members of this Association other than those regular members who, pursuant to the ISM Southeast Michigan and ISM Bylaws, as amended from time to time, do not have voting rights.

SECTION 2. Dues-free Members. Dues-free members include:

- (a) Lifetime Members. A person who has been a Regular Member for a period of ten (10) years or more, has retired from all regular employment and has been approved for this category by a majority vote of the Regular Members of the Affiliated Association of which he/she has been a Member. Lifetime members are Regular voting members.
- (b) Academic Members. A person with a full-time appointment as a teacher, research specialist, department head, director or dean of a college, university, other academic institution whose academic responsibility includes supply management or other related fields or subjects. Academic members are Regular voting members.
- (c) Honorary Members. A person not qualified for Regular membership but who has rendered distinguished or unusual services to the supply management profession, and who has been elected to the class of membership by vote of the board of Directors of the Association. Election to Honorary Membership shall be for such a period as the Association may designate, up to a three (3) year period. The Board of Directors of the Association shall have the authority and duty to revoke the Honorary Membership of any individual whenever they shall determine that continuation of the Honorary Membership would be inconsistent with the policies and objectives of ISM or the Association. Honorary members are non-voting members.
- (f) Student Members. An undergraduate or graduate student enrolled fulltime in an accredited community college or four-year college or university may receive all the benefits of membership in ISM and this Association and be exempted from payments of all dues and fees, provided further that such person carries at all times a minimum of six (6) credit hours per semester, or if a graduate student, a minimum of three (3) credit hours per semester, or the equivalent thereof. Student membership in the Association shall terminate upon completion of studies or failure to satisfy the eligibility requirements of this Section 2(d). Student members are Regular non-voting members.

- (g) **Special Membership Extension.** Membership will be extended an additional 12 months without requiring payment of ISM dues for persons who have been a member of ISM and are unemployed for six months, excluding first-time membership applicants, provided that the affiliate also waives the affiliate dues. Dues free membership will be extended to those members serving in full-time active military duty for the length of their service, provided that the affiliate also waives the affiliate dues. Members under this class are Regular voting members.

SECTION 3. Nonvoting Membership. The Association shall have the following membership classes which shall not represent membership in ISM nor entitle any member of such class to vote or hold office in the Association nor to serve on the Board of Directors. However, all members (Regular and nonvoting) are encouraged to serve on the Association committees.

- (a) **Associate Members.** A person who satisfies the eligibility standards of Section 1 of this Article provided that at least one member employed by the same company holds a Regular membership in the Association.
- (b) **Honorary Members.** Members as described in Section 2(c) of this article.
- (c) **Student Members.** Members as described in Section 2(d) of this article.

SECTION 4. Admission of Members. Admission of all persons for membership in the Association shall be in accordance with the following procedures:

- (a) The Membership Activities Committee of the Association shall review all applications for membership in the Association which shall be in writing and on a form prepared by the Committee.
- (b) The Membership Activities Committee shall advise the Board of Directors of the Association concerning the eligibility of all applicants for membership in the Association.
- (c) Direct Recruits forwarded to ISM Southeast Michigan from ISM shall automatically become members of ISM Southeast Michigan. Applications to transfer membership from another affiliate of ISM to ISM Southeast Michigan shall automatically approved. Applications to transfer membership from one person to another person within the same company or organization shall also be automatically approved. Otherwise, membership in the Association is non-transferable. The Board of Directors of the Association shall approve or deny all applications sent directly from new candidates to ISM Southeast Michigan for membership in the Association in the Association.

SECTION 5. Denial of Membership. The Association shall have the right to deny membership to any applicant who fails to satisfy the eligibility requirements for any class of membership; provided, however, denial of membership shall occur only after the applicant has been advised of the proposed denial of membership and has been given the opportunity to submit proof in support of his or her eligibility for membership in the Association. An applicant denied Regular membership to the Association shall be given the opportunity to apply for Direct National Membership to ISM.

SECTION 6. Expulsion of Members. The Association shall have the right to expel a member of any classification from membership in the Association for nonpayment of dues, or for such other matters as may be determined by the Association as sufficient grounds for expulsion. Expulsion of any Regular member for any reason other than nonpayment of dues shall occur only after the expelled member has been advised of the proposed expulsion and the reasons therefore, and has been given an opportunity to submit proof in support of the continued membership in the Association. A Regular member expelled from membership in the Association shall be given the right to

appeal to appeal to the ISM Affiliate Support Department. A nonvoting member expelled from membership in the Association shall have no right of appeal.

SECTION 7. Reinstatement. A former member of the Association, whether a resigned or expelled member desiring reinstatement of membership, may be reinstated as a member of the Association upon showing proof of eligibility and paying all current-year dues plus any administration fee. The procedure for an appeal of denial of reinstatement to Regular membership shall be the same as provided in Sections 4 and 5 of this Article. A nonvoting member denied reinstatement shall have no right of appeal.

SECTION 8. Resignation. Any member of the Association may resign by filing a written resignation with the Association, but such resignation shall not release the member so resigning of the obligation to pay any dues, or other charges theretofore accrued but unpaid.

SECTION 9. Non-transferability of Membership. Membership in the Association shall be vested in the individual member of the Association and shall not under any circumstances be transferred or assigned to any other person by such member. Membership, however, may be transferred subject to eligibility and admission requirements described in this Article IV and as described in the ISM Policy Manual. In this instance, the individual member is considered the party who pays the membership dues.

ARTICLE V

DUES

SECTION 1. Amount. The amount of annual dues for Regular members and each class of nonvoting members of the Association shall be determined from time to time by the Board of Directors of the Association. Annual dues for Regular members of the Association shall include an amount equal to the annual dues in effect for membership in ISM.

SECTION 2. Payment. Dues for Regular and nonvoting members in the Association shall be assessed on January 1 of each year. Members elected to membership in the Association at any time during a calendar year shall be required to pay a proportionate amount of the annual dues in effect at the time of their election to membership, which amount shall be payable commencing on the first of the month in which they are elected to membership in the Association.

SECTION 3. Nonpayment of Dues. A member of the Association whose dues are two months in arrears may be expelled from membership in the Association and ISM upon notice by the Association to such member, such expulsion to be effective upon the date of such notice. A member expelled from membership for nonpayment of dues may be reinstated upon full payment of all delinquent dues plus payment of an administration fee or similar charge which may be required from time to time by the Association.

SECTION 4. Schedule of Dues. The Association shall cause to be mailed to each member of the Association on or before December 1st of each year a schedule of annual dues payable for each category of membership as of January 1 of the next succeeding calendar year.

ARTICLE VI

MEETINGS OF THE ASSOCIATION MEMBERS

SECTION 1. General Meetings. The general meetings of the Association members shall normally be held on the third Thursday of each month at such place as may be determined by the Board of Directors of the Association. Written notice shall be given to all members at least ten (10) days prior. The annual election meeting

shall be held in the Fall of each year at a time and place as determined by the Board of Directors within the same written notices. Monthly general meetings may be suspended by action of the Board of Directors.

SECTION 2. Special Meetings. The President, or in his absence the authorized officer, may call a special meeting of the members when necessary. The President or authorized officer will call a special meeting of the Regular membership upon the written request of at least ten percent (10%) of the Regular members specifying the purpose of the meeting. Notice of such special meetings shall be mailed to the full membership at least ten (10) days prior to the date of the meeting. This notice must state the date, time, place and purpose of the meeting.

SECTION 3. Quorum. A quorum shall consist of at least 10% of Regular members in good standing be present at any membership meeting. A simple majority shall govern voting.

SECTION 4. Order of Business. At any meeting of the Association membership, the order of business shall be as stated on the agenda for the meeting furnished with the notice of such meeting required by the Article.

SECTION 5. Parliamentary Rules. At all meetings of the Association, including meetings of the Board of Directors, conduct of the meeting shall be done in accordance with Robert's Rules of Order when not in conflict with these Bylaws. Parliamentary Order shall be maintained by the President, or in the absence of the President, by the Vice President.

ARTICLE VII

OFFICERS

SECTION 1. Officers. The officers of the Association shall be the Immediate Past President, President, Vice President, and Secretary/Treasurer

SECTION 2. Term of Office. Term of office for all elected officers shall be as follows:

Immediate Past President (Non Elected) - Secession Plan: President is elected to a two-year term with first year as, President, and the second year as Immediate Past President.

President (Combined with above, two years).

Vice President - one year.

Secretary/Treasurer - one year.

Should the current seated President decide to run for an elected position of the Board of Directors, the current seated President relinquishes by his or her candidacy the position of Immediate Past President. In such an instance the position of Immediate Past President (normally filled by the second year of the President's term) would become vacant. To fill the vacancy, the position of the Immediate Past President would be than automatically extend to the current Immediate Past President for a second one year term as Immediate Past President. Should the current Immediate Past President be unwilling or unable to fill a second year as Immediate Past President, it shall be offered to the preceding Immediate Past President in the order of most recent service, until the position is filled. If no proceeding Immediate Past President is willing or able to serve as Immediate Past President, the position shall remain vacant.

SECTION 3. Number of Terms. No elected officer of the Association may serve more than two (2) consecutive terms in each office. Officers may be re-elected to office after an interim of one year, but may serve consecutive terms in different positions as an Officer or Director.

SECTION 4. Election. An annual election by the Regular membership shall be held at the general meeting in March of each year to elect all elective officers and elective directors. The election shall be by official printed secret ballot. Regular members not able to attend the annual election may obtain absentee ballots upon request

from the Association office. All signed absentee ballots are to be returned to the Association office at least three days prior to the annual election, and are to be given to the Nomination Committee by the Association office for tabulation at the time and place of the Annual Election Meeting. A candidate receiving the greatest number of the votes tabulated at the annual election shall be declared elected.

SECTION 5. Duties of Immediate Past President. The Immediate Past President shall serve as advisor to the President and the board of Directors. In the event of permanent or temporary inability of both the President and Vice president to perform the duties of his or her office resulting from illness, absence or any other cause, the Immediate Past President shall temporarily assume the position of President, and shall call for a special election to fill these officer positions for the balance of the term.

SECTION 6. Duties of President. The President shall be chief executive officer and chairman of the Board of Directors, and shall exercise general supervision over the executive affairs of the Association. He or she shall preside at all meetings of the Association membership and of the Board of Directors and shall be a member, ex officio, of all Association committees. The President shall have, in addition, the duties made incumbent upon the office by any other provision of these Bylaws and which may be assigned by the Board of Directors.

SECTION 7. Duties of Vice President. The Vice President shall perform such duties as assigned from time to time by the President. In the event of permanent or temporary inability of the President to perform the duties of his or her office resulting from illness, absence or any other cause, the Vice President shall perform all duties of the office of President until such time as the incumbent is able to resume the duties of the office. If the President is permanently unable to perform the Duties of the President, the Vice President assumes the Presidency of the association in accordance with Article VII, Section 6, Duties of President. In the event that both the President and Vice President are unable to fulfill the duties of the President, the Immediate Past President shall temporarily assume the position of President, and shall call for a special election to fill these officer positions for the balance of the term.

SECTION 7. Duties of Secretary/Treasurer. The Secretary/Treasurer shall oversee the following:

- (a) The custody of all Association funds and securities.
- (b) The maintenance of a full and accurate account of all receipts and disbursements in the books belonging to the Association.
- (c) The deposit of all Association funds in the name and to the credit of the Association in such depositories as may be designated by the Board of Directors.
- (d) The recording and distribution of minutes of the meetings of the Board of Directors and of the Finance Committee.

The Secretary/Treasurer shall oversee the disbursement of the funds of the Association by check countersigned by an authorized officer of the Association; shall file appropriate federal, state, and local tax forms of the Association as required by law; shall render to the Board of Directors and members of the Association upon request, but at least annually, a summary of financial transactions and of the financial condition of the Association; and shall perform such other duties in the maintenance of the Association as may be assigned from time to time by the President. In the event that the Secretary/Treasurer becomes unable to fulfill the duties of the Secretary/Treasurer's office, such duties shall be performed by the President, or his or her designee, for the balance of the term.

ARTICLE VIII

BOARD OF DIRECTORS

SECTION 1. Authority and Responsibility. The governing body of the Association shall be the Board of Directors. The Board of Directors shall have general charge, management and control of the affairs, funds and properties of the Association and, subject to the provisions of these Bylaws and any contrary statement of policy enacted by vote of the members of the Association, shall have authority to take such action in matters of policy and procedure as, in its judgment, will best promote the interests and welfare of the Association, including

authority to promulgate, amend or rescind in whole or in part all statements of Association policy as they may exist from time to time.

SECTION 2. Membership. The Board of Directors shall consist of designated officers (4) who are elected by the members who automatically serve on the Board plus up to six (6) but no more than nine (9) directors elected at large by the members and additional Directors, appointed by the President with approval of the Board of Directors.(Not withstanding appointments by vacancy in Section V)

SECTION 3. Election. Annual elections shall be held as follows: The candidates receiving the greatest number of votes tabulated at the annual election shall be declared elected. Tie votes that affect the election shall be resolved by a runoff vote.

SECTION 4. Term of Office. Between six (6) and nine (9) Directors shall be elected for a term of three (3) years. Additional directors shall be appointed by the President and shall serve for a period of one (1) year. Should an elected Director decide to run for a position as an Officer of ISM Southeast Michigan before completion of three years, the Director relinquishes by his or her candidacy the Directorship. The position is then available for new candidates to a 3-year term during that same election.

SECTION 5. Vacancies. Should an elected director be unable to serve to the end of his term, the President shall appoint a Regular member, eligible for office, as an interim director. The interim director shall serve until the next regular election. At that time, an interim director may run for election by the Regular membership for a full three (3) year term.

SECTION 6. Meetings. The Board of Directors shall meet monthly, except that, at the discretion of the President, meetings in July, August and December may be omitted.

SECTION 7. Board Action by Conference Telephone. Any one or more members of the Board of Directors or of any committee thereof, may participate in a meeting of the Board of Directors or committee by means of a conference telephone or similar equipment which enables all persons participating in the meeting to hear one another at the same time. Participation by such means shall constitute presence in person at such a meeting. Such participation is limited to those locations where the meeting room includes the availability of such conference calling, etc.

SECTION 8. Quorum and Voting. A quorum shall consist of a simple majority of Board members at any Board meeting- in accordance with Parliamentary Rules as specified in Article VI, Section 5.

ARTICLE IX

COMMITTEES

SECTION 1. Recommended Committees. The following committees are recommended as standing committees of the Association. Such committees may be combined under various elected and/or appointed directors as designated by the President upon assumption of the Presidency.

- (a) Attendance and Registration, responsible for maintaining the reservation list and name badges for Association meetings; collecting all monies required for meetings; and for verifying attendance count.
- (b) Education/Scholarships, responsible for verifying the eligibility of students and Association members needing monetary assistance to further their education in purchasing or materials management; and for presenting all grant requests to the Board of Directors for approval.

- (c) International Procurement, responsible for developing programs to educate the membership in the increasingly complex field of international procurement.
- (d) Meeting Arrangements, responsible for securing meeting locations and reviewing contracts for such; planning menus; determining meeting cost per person; and arranging for the set-up of audio-visual equipment, tables, etc.
- (e) Membership Activities Committee (MAC), responsible for the recruitment orientation, attendance, and retention of Association members.
- (f) Professional Development (Pro D), responsible for arranging pre-dinner seminars and for developing or arranging for programs which will contribute to the useful knowledge and professional qualifications of the members of the Association.
- (g) Programs, responsible for arranging for keynote dinner speakers at Association general meetings.
- (h) Public Relations, responsible for identifying trends and events that will make news; working to attract media coverage; and for promoting awareness of the Association through newsletters, releases, etc.
- (i) Environmental, responsible for developing programs to educate the membership on current issues regarding procurement and the environment.
- (j) Minority Affairs, responsible for developing programs that heighten membership awareness of minority procurement opportunities.

SECTION 2. Special Committees. The President, with the approval of the Board of Directors of the Association, shall appoint such other special committees, subcommittees or task forces as may be deemed necessary and which are not in conflict with other provisions of these Bylaws. The Board of Directors shall prescribe the duties of any such special committee upon their appointment.

SECTION 3. Nominating Committee. A Nominating Committee of up to five (5) Regular members shall be appointed by the Board of Directors at least ninety (90) days prior to the election. No more than two (2) of these may be current members of the Board of Directors. No member of the Nominating Committee shall be nominated for office, and no name shall go on the ballot without the consent of the nominee. At least one current Nominating Committee member must be present at the election to count the votes. They may chose any regular member, not running for office, to help assist in the count.

SECTION 4. Finance Committee. The Finance Committee shall consist of the President, Immediate Past President, Vice President and Secretary/Treasurer. The Secretary/Treasurer shall preside as chairman with voting rights. This committee must meet four (4) times per year as called by the chairman. This committee shall have audit authority over all Association activities and transactions.

ARTICLE X

ELECTIONS AND APPOINTMENTS

SECTION 1. Voting. On all questions or issues presented for a vote at the annual meting or any special meeting of the Association membership, each Regular member whose dues are paid shall be entitled to cast one vote. Except as otherwise required by these Bylaws, all questions or issues presented to a vote of the Association membership shall be authorized by a majority of the votes cast at an annual or special meeting by the Association membership entitled to vote there on (provided that the affirmative votes cast in favor of any such action shall be at least equal to the quorum required by Section 3 of Article VI). Voting shall be by official printed secret ballot. Regular members not able to attend the annual meeting or any special meeting of the Association may obtain absentee ballots from the Association office upon request. All signed absentee ballots are to be returned to the

Association office at least three (3) days prior to the scheduled vote, and are to be given to the Nominating Committee by the Association Business Manager for tabulation at the scheduled meeting. Any unsigned ballot will be voided.

SECTION 2. Nomination. The Nominating Committee shall select a suitable number of nominees for each office and directorship to be filled. This list of nominees is to be distributed to the membership at least twenty (20) days prior to the date of the election. On written petition to the President by any ten (10) Regular members, additional candidates may be added to the list of nominees. Such candidates must be nominated at least fifteen (15) days preceding the election. No written notice of additional candidates to the General Membership is required; however, the final ballot shall include such additions without prejudice.

SECTION 3. Appointments. Any appointments as referred to in these Bylaws require approval of the Board of Directors by majority vote.

ARTICLE XI

EMPLOYEES

SECTION 1. Prohibition of Employees. The Association shall not employ any individual in any capacity.

SECTION 2. Contractual Services. The Association may contract for secretarial or other services. Contractual terms will be approved by the Board of Directors. All contractual services shall be bonded.

SECTION 3. Secretarial Services. Secretarial services shall include the preparation of all minutes of meetings of the Board of Directors and members of the Association; the maintenance and safekeeping of all corporate and membership records of the Association; the serving or publication of all notices required by law or these Bylaws concerning any meeting or any other matter applicable to the Association; the custody of Association funds and maintenance of accounts as directed by the Secretary/Treasurer; and such other duties in the maintenance of the Association as may be assigned from time to time by the President.

ARTICLE XII

FINANCES

SECTION 1. Fiscal Year. The fiscal year of the Association shall begin on January 1 of each year and terminate on December 31 of the next year

SECTION 2. Appropriations. If desired, provisions concerning expenditures of Association funds and permitted investments may be set forth in accordance with local law requirements.

ARTICLE XIII

CONFLICT OF INTEREST POLICY

(from <http://www.irs.gov/instructions/i1023/ar03.html>)

SECTION 1. Purpose. The purpose of this Conflict of Interest policy is to protect the interests of ISM Southeast Michigan [a 501(c)(6) nonprofit organization] when it contemplates entering into a transaction or arrangement that might benefit the private interest of an officer, director, or member of the Association or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

SECTION 2. Definitions

- (a) **Interested Person** Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest (as defined below) is an interested person.
- (b) **Financial Interest** A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:
- a. An ownership or investment interest in any entity with which ISM Southeast Michigan has a transaction or arrangement,
 - b. A compensation arrangement with ISM Southeast Michigan or with any entity or individual with which ISM Southeast Michigan has a transaction or arrangement, or
 - c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which ISM Southeast Michigan is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

SECTION 3. Procedures

- (a) **Duty to Disclose** In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.
- (b) **Determining Whether a Conflict of Interest Exists** After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.
- (c) **Procedures for Addressing the Conflict of Interest**
- a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
 - b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
 - c. After exercising due diligence, the governing board or committee shall determine whether ISM Southeast Michigan can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
 - d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in ISM Southeast Michigan's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

(d) **Violations of the Conflicts of Interest Policy**

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

ARTICLE XIV

DISSOLUTION

SECTION 1. Dissolution. The Association may be dissolved upon adoption of a plan of dissolution and distribution of assets adopted by the Board of Directors and approved by the Regular members of the Association in accordance with the laws of the State of Michigan, as amended from time to time.

SECTION 2. Dedication of Funds. The Association shall use its funds only to accomplish the objectives and purposes specified in these Bylaws, and no part of said funds shall inure or be distributed to the members of the Association. On dissolution of the Association, any funds remaining shall be distributed to one or more regularly organized and qualified organizations engaged in the promotion or education of the purchasing and materials management profession to be selected by the Board of Directors and Regular members of the Association.

ARTICLE XV

AMENDMENTS

SECTION 1. Amendment. These Bylaws may be amended by a majority vote of the Regular members, in good standing, present at any official meeting of the Regular membership, after due notice.

SECTION 2. Proper Notice. A written notice shall be sent to the members at least ten (10) days before such meeting. This notice is to specifically set forth the purpose of the meeting and state the proposed amendment.

SECTION 3. Determination of Exact Wording. The members present at the meeting have the right to determine the exact wording of the change they decide to incorporate in the Bylaws. They cannot, however, act upon or propose any amendment not included in the written notice submitted to the membership.

ISM STATEMENT OF ANTITRUST POLICY

It shall be the express policy and intention of ISM to comply at all times with all existing and future laws, including the antitrust laws, and in furtherance of this policy, no activity or program shall be sponsored or conducted by or within ISM or any local association affiliated with ISM which in any manner whatsoever shall represent or be deemed a violation of any existing or future law, including the antitrust laws. This statement of policy shall be implemented by the publication of the "ISM Policy Guide for Antitrust Compliance," which shall be made available to all members of the Association.

ISM POLICY GUIDE FOR ANTITRUST COMPLIANCE

I. Price Discrimination in Cooperative Buying

The Robinson-Patman Act and the Federal Trade Commission Act prohibit discriminatory pricing between purchasers competing at any common level in the distribution chain here any injury to competition may result. Cooperative buying groups generally must have an "open group policy," namely, group membership must be made available on a nondiscriminatory basis to all potential members in an industry. Failure to maintain this policy will result in discriminatory prices to competitors who are not members of the group. Also, failure to satisfy the statutory defense of cost justification for quantity discounts will likewise result in proscribed price discrimination. Finally, brokerage fees or other payments received by a buying group from a vendor will generate antitrust problems.

II. Membership

A basic assumption about any professional association is that its members derive an economic benefit from membership. Denial of membership to an applicant may therefore constitute a restraint of trade in that such denial of an economic benefit limits the right of the applicant to compete. Thus, membership criteria must be carefully drafted to avoid antitrust problems.

III. Standardization and Certification

A professional association which develops voluntary professional standards may face antitrust problems if the standard favors some and discriminates against others.

Similarly, association certification activities which further interests of certain groups, to the exclusion of others, may result in antitrust problems.

IV. Professional Self-Regulation

Professional associations commonly establish codes of ethics for their members with procedures for enforcing them. It is laudable for an association to wish to promote high ethical standards, but antitrust problems may arise if an Association's attempt to enforce its code of ethics causes economic injury.



**Institute for
supply management**

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USA

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Deborah Webber, C.P.M.
Senior Vice President and Treasurer
Institute for Supply Management™

January 18, 2008

Kenneth E. Doherty, C.P.M., A.P.P.
21197 Savannah Drive
Clinton Township, MI 48036

Re: NAPM—Metro Detroit Bylaws

Dear Ken:

As you know, each affiliate is its own incorporated organization and as such constructs its own bylaws and operating policies. As an affiliate of ISM, two specific items are required to be in compliance with ISM bylaws:

1. A statement that the organization is incorporated as a nonprofit or not-for-profit corporation and
2. A definition of Regular Membership that reads exactly as the definition in the ISM Bylaws.

Congratulations! The above criteria have been met and do meet with ISM's approval.

If you have any questions, please contact me at 800/888-6276, extension 3041; by fax at 480/752-7890 or by e-mail at lthomas@ism.ws.

Sincerely,

Linda Thomas
Senior Associate
ISM Affiliate Support

Cc:

Harry Howell @ hhowell@bcbsm.com

Member of



IFPSM

Leading Supply Management

www.ism.ws

Section 3

IRS Form 990

The following pages contain copy
of our IRS Form 990 for 2008.

CHANGE OF ACCOUNTING PERIOD

Form **990**

Return of Organization Exempt From Income Tax

CMB No. 1545-0047

2007

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

Open to Public Inspection

The organization may have to use a copy of this return to satisfy state reporting requirements.

A For the 2007 calendar year, or tax year beginning **JUL 1, 2007** and ending **DEC 31, 2007**

B Check if applicable:
 Address change
 Name change
 Initial return
 Termination
 Amended return
 Application pending

C Name of organization
NATIONAL ASSOCIATION OF PURCHASING MANAGEMENT-METRO DETROIT

Number and street (or P.O. box if mail is not delivered to street address) Room/suite
P.O. BOX 642

City or town, state or country, and ZIP + 4
ST. CLAIR SHORES, MI 48080-0642

D Employer identification number
38-0946325

E Telephone number
313-881-0800

F Accounting method: Cash Accrual
 Other (specify)

Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

H and **I** are not applicable to section 527 organizations.

H(a) Is this a group return for affiliates? Yes No

H(b) If "Yes," enter number of affiliates **N/A**

H(c) Are all affiliates included? **N/A** Yes No
 (If "No," attach a list.)

H(d) Is this a separate return filed by an organization covered by a group ruling? Yes No

I Group Exemption Number **N/A**

G Website: **WWW.NAPM-MD.ORG**

J Organization type (check only one) 501(c)(6) (insert no.) 4947(a)(1) or 527

K Check here if the organization is not a 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A return is not required, but if the organization chooses to file a return, be sure to file a complete return.

L Gross receipts: Add lines 6b, 8b, 9b, and 10b to line 12 **50,727.**

M Check if the organization is not required to attach Sch. B (Form 990, 990-EZ, or 990-PF).

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances

Revenue					
1	Contributions, gifts, grants, and similar amounts received:				
a	Contributions to donor advised funds	1a			
b	Direct public support (not included on line 1a)	1b			
c	Indirect public support (not included on line 1a)	1c			
d	Government contributions (grants) (not included on line 1a)	1d			
e	Total (add lines 1a through 1d) (cash \$ _____ noncash \$ _____)	1e			0.
2	Program service revenue including government fees and contracts (from Part VII, line 93)	2			13,759.
3	Membership dues and assessments	3			34,385.
4	Interest on savings and temporary cash investments	4			2,445.
5	Dividends and interest from securities	5			
6 a	Gross rents	6a			
b	Less: rental expenses	6b			
c	Net rental income or (loss). Subtract line 6b from line 6a	6c			
7	Other investment income (describe _____)	7			
8 a	Gross amount from sales of assets other than inventory	(A) Securities	(B) Other	8a	
b	Less: cost or other basis and sales expenses	8b			
c	Gain or (loss) (attach schedule)	8c			
d	Net gain or (loss). Combine line 8c, columns (A) and (B)	8d			
9	Special events and activities (attach schedule). If any amount is from gaming, check here <input type="checkbox"/>				
a	Gross revenue (not including \$ _____ of contributions reported on line 1b)	9a			
b	Less: direct expenses other than fundraising expenses	9b		150.	
c	Net income or (loss) from special events. Subtract line 9b from line 9a	9c			-150.
10 a	Gross sales of inventory, less returns and allowances	10a			
b	Less: cost of goods sold	10b			
c	Gross profit or (loss) from sales of inventory (attach schedule). Subtract line 10b from line 10a	10c			
11	Other revenue (from Part VII, line 103)	11			138.
12	Total revenue. Add lines 1e, 2, 3, 4, 5, 6c, 7, 8d, 9c, 10c, and 11	12			50,577.
13	Program services (from line 44, column (B))	13			
14	Management and general (from line 44, column (C))	14			
15	Fundraising (from line 44, column (D))	15			
16	Payments to affiliates (attach schedule)	16			
17	Total expenses. Add lines 16 and 44, column (A)	17			52,938.
18	Excess or (deficit) for the year. Subtract line 17 from line 12	18			-2,361.
19	Net assets or fund balances at beginning of year (from line 73, column (A))	19			187,116.
20	Other changes in net assets or fund balances (attach explanation)	20			0.
21	Net assets or fund balances at end of year. Combine lines 18, 19, and 20	21			184,755.

NATIONAL ASSOCIATION OF PURCHASING
MANAGEMENT-METRO DETROIT

Form 990 (2007)

38-0946325 Page 2

Part II Statement of Functional Expenses

All organizations must complete column (A). Columns (B), (C), and (D) are required for section 501(c)(3) and (4) organizations and section 4947(a)(1) nonexempt charitable trusts but optional for others.

Do not include amounts reported on line 6b, 8b, 9b, 10b, or 16 of Part I.	(A) Total	(B) Program services	(C) Management and general	(D) Fundraising
22a Grants paid from donor advised funds (attach schedule) (cash \$ <u>0</u> • noncash \$ <u>0</u>) If this amount includes foreign grants, check here <input type="checkbox"/>				
22b Other grants and allocations (attach schedule) (cash \$ <u>0</u> • noncash \$ <u>0</u>) If this amount includes foreign grants, check here <input type="checkbox"/>				
23 Specific assistance to individuals (attach schedule)				
24 Benefits paid to or for members (attach schedule)				
25a Compensation of current officers, directors, key employees, etc. listed in Part V-A	0.			
25b Compensation of former officers, directors, key employees, etc. listed in Part V-B	0.			
25c Compensation and other distributions, not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
26 Salaries and wages of employees not included on lines 25a, b, and c				
27 Pension plan contributions not included on lines 25a, b, and c				
28 Employee benefits not included on lines 25a - 27				
29 Payroll taxes				
30 Professional fundraising fees				
31 Accounting fees				
32 Legal fees				
33 Supplies	978.			
34 Telephone	586.			
35 Postage and shipping	435.			
36 Occupancy				
37 Equipment rental and maintenance				
38 Printing and publications	176.			
39 Travel				
40 Conferences, conventions, and meetings				
41 Interest				
42 Depreciation, depletion, etc. (attach schedule)				
43 Other expenses not covered above (itemize):				
a				
b				
c				
d				
e				
f				
g SEE STATEMENT 1	50,763.			
44 Total functional expenses. Add lines 22a through 43g. (Organizations completing columns (B)-(D), carry these totals to lines 13-15)	52,938.			

Joint Costs. Check if you are following SOP 98-2.

Are any joint costs from a combined educational campaign and fundraising solicitation reported in (B) Program services? Yes No

If "Yes," enter (i) the aggregate amount of these joint costs \$ N/A; (ii) the amount allocated to Program services \$ N/A;

(iii) the amount allocated to Management and general \$ N/A; and (iv) the amount allocated to Fundraising \$ N/A

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Form 990 (2007)

NATIONAL ASSOCIATION OF PURCHASING
MANAGEMENT-METRO DETROIT

Form 990 (2007)

38-0946325 Page 3

Part III Statement of Program Service Accomplishments (See the instructions.)

Form 990 is available for public inspection and, for some people, serves as the primary or sole source of information about a particular organization. How the public perceives an organization in such cases may be determined by the information presented on its return. Therefore, please make sure the return is complete and accurate and fully describes, in Part III, the organization's programs and accomplishments.

What is the organization's primary exempt purpose? ► SEE STATEMENT 2

Program Service Expenses
(Required for 501(c)(3) and (4) orgs., and 4947(a)(1) trusts; but optional for others.)

All organizations must describe their exempt purpose achievements in a clear and concise manner. State the number of clients served, publications issued, etc. Discuss achievements that are not measurable. (Section 501(c)(3) and (4) organizations and 4947(a)(1) nonexempt charitable trusts must also enter the amount of grants and allocations to others.)

a MONTHLY MEETINGS, EDUCATIONAL PROGRAMS AND TRAINING SEMINARS PROVIDE OPPORTUNITIES FOR PURCHASING PROFESSIONALS TO EXPAND THEIR KNOWLEDGE AND PROFESSIONAL SKILLS

(Grants and allocations \$) If this amount includes foreign grants, check here ►

b

(Grants and allocations \$) If this amount includes foreign grants, check here ►

c

(Grants and allocations \$) If this amount includes foreign grants, check here ►

d

(Grants and allocations \$) If this amount includes foreign grants, check here ►

e Other program services (attach schedule)

(Grants and allocations \$) If this amount includes foreign grants, check here ►

f Total of Program Service Expenses (should equal line 44, column (B), Program services) ►

Form 990 (2007)

NATIONAL ASSOCIATION OF PURCHASING
MANAGEMENT-METRO DETROIT

Form 990 (2007)

38-0946325 Page 4

Part IV Balance Sheets (See the instructions.)

Note: Where required, attached schedules and amounts within the description column should be for end-of-year amounts only.

		(A) Beginning of year	(B) End of year
Assets	45 Cash - non-interest-bearing	87,116.45	82,310.
	46 Savings and temporary cash investments	100,000.46	102,445.
	47 a Accounts receivable	47a	47c
	b Less: allowance for doubtful accounts	47b	47c
	48 a Pledges receivable	48a	48c
	b Less: allowance for doubtful accounts	48b	48c
	49 Grants receivable		49
	50 a Receivables from current and former officers, directors, trustees, and key employees		50a
	b Receivables from other disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)		50b
	51 a Other notes and loans receivable	51a	51c
	b Less: allowance for doubtful accounts	51b	51c
	52 Inventories for sale or use		52
	53 Prepaid expenses and deferred charges		53
	54 a Investments - publicly-traded securities <input type="checkbox"/> Cost <input type="checkbox"/> FMV		54a
	b Investments - other securities <input type="checkbox"/> Cost <input type="checkbox"/> FMV		54b
	55 a Investments - land, buildings, and equipment: basis	55a	55c
	b Less: accumulated depreciation	55b	55c
	56 Investments - other		56
	57 a Land, buildings, and equipment: basis	57a	57c
	b Less: accumulated depreciation	57b	57c
58 Other assets, including program-related investments (describe)		58	
59 Total assets (must equal line 74). Add lines 45 through 58	187,116.59	184,755.	
Liabilities	60 Accounts payable and accrued expenses		60
	61 Grants payable		61
	62 Deferred revenue		62
	63 Loans from officers, directors, trustees, and key employees		63
	64 a Tax-exempt bond liabilities		64a
	b Mortgages and other notes payable		64b
	65 Other liabilities (describe)		65
66 Total liabilities. Add lines 60 through 65	0.66	0.	
Net Assets or Fund Balances	Organizations that follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 67 through 69 and lines 73 and 74.		
	67 Unrestricted	187,116.67	184,755.
	68 Temporarily restricted		68
	69 Permanently restricted		69
	Organizations that do not follow SFAS 117, check here <input type="checkbox"/> and complete lines 70 through 74.		
	70 Capital stock, trust principal, or current funds		70
	71 Paid-in or capital surplus, or land, building, and equipment fund		71
	72 Retained earnings, endowment, accumulated income, or other funds		72
	73 Total net assets or fund balances. Add lines 67 through 69 or lines 70 through 72. (Column (A) must equal line 19 and column (B) must equal line 21)	187,116.73	184,755.
74 Total liabilities and net assets/fund balances. Add lines 66 and 73	187,116.74	184,755.	

Form 990 (2007)

NATIONAL ASSOCIATION OF PURCHASING
MANAGEMENT-METRO DETROIT

Form 990 (2007)

38-0946325 Page 7

Part VI Other Information (continued)

		Yes	No
82 a	Did the organization receive donated services or the use of materials, equipment, or facilities at no charge or at substantially less than fair rental value?		X
b	If "Yes," you may indicate the value of these items here. Do not include this amount as revenue in Part I or as an expense in Part II. (See instructions in Part III.)		
	82b N/A		
83 a	Did the organization comply with the public inspection requirements for returns and exemption applications?	X	
b	Did the organization comply with the disclosure requirements relating to <i>quid pro quo</i> contributions?		
	83b N/A		
84 a	Did the organization solicit any contributions or gifts that were not tax deductible?		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
	84b N/A		
85 a	501(c)(4), (5), or (6). Were substantially all dues nondeductible by members?		X
b	Did the organization make only in-house lobbying expenditures of \$2,000 or less? If "Yes" was answered to either 85a or 85b, do not complete 85c through 85h below unless the organization received a waiver for proxy tax owed for the prior year.	X	
c	Dues, assessments, and similar amounts from members		
	85c N/A		
d	Section 162(e) lobbying and political expenditures		
	85d N/A		
e	Aggregate nondeductible amount of section 6033(e)(1)(A) dues notices		
	85e N/A		
f	Taxable amount of lobbying and political expenditures (line 85d less 85e)		
	85f N/A		
g	Does the organization elect to pay the section 6033(e) tax on the amount on line 85f?		
	85g N/A		
h	If section 6033(e)(1)(A) dues notices were sent, does the organization agree to add the amount on line 85f to its reasonable estimate of dues allocable to nondeductible lobbying and political expenditures for the following tax year?		
	85h N/A		
86	501(c)(7) organizations. Enter: a Initiation fees and capital contributions included on line 12		
	86a N/A		
b	Gross receipts, included on line 12, for public use of club facilities		
	86b N/A		
87	501(c)(12) organizations. Enter: a Gross income from members or shareholders		
	87a N/A		
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)		
	87b N/A		
88 a	At any time during the year, did the organization own a 50% or greater interest in a taxable corporation or partnership, or an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Part IX		X
b	At any time during the year, did the organization, directly or indirectly, own a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Part XI		X
89 a	501(c)(3) organizations. Enter: Amount of tax imposed on the organization during the year under: section 4911 N/A; section 4912 N/A; section 4955 N/A		
b	501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If "Yes," attach a statement explaining each transaction		
	89b N/A		
c	Enter: Amount of tax imposed on the organization managers or disqualified persons during the year under sections 4912, 4955, and 4958		0.
d	Enter: Amount of tax on line 89c, above, reimbursed by the organization		0.
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction?		X
f	All organizations. Did the organization acquire a direct or indirect interest in any applicable insurance contract?		X
g	For supporting organizations and sponsoring organizations maintaining donor advised funds. Did the supporting organization, or a fund maintained by a sponsoring organization, have excess business holdings at any time during the year?		X
	89g		
90 a	List the states with which a copy of this return is filed		NONE
b	Number of employees employed in the pay period that includes March 12, 2007	90b	0
91 a	The books are in care of	SUSAN PETERS Telephone no. 313-881-0800	
	Located at	P.O. BOX 642, ST. CLAIR SHORES, MI ZIP + 4 48080-0642	
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country		
	89b N/A		
	See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		
		Yes	No
	91b		X

Form 990 (2007)

NATIONAL ASSOCIATION OF PURCHASING
MANAGEMENT-METRO DETROIT

Form 990 (2007)

38-0946325 Page 8

Part VI Other Information (continued)

c At any time during the calendar year, did the organization maintain an office outside of the United States? 91c Yes No
 If "Yes," enter the name of the foreign country N/A

92 Section 4947(a)(1) nonexempt charitable trusts filing Form 990 in lieu of Form 1041- Check here
 and enter the amount of tax-exempt interest received or accrued during the tax year 92 N/A

Part VII Analysis of Income-Producing Activities (See the instructions.)

Note: Enter gross amounts unless otherwise indicated.

	Unrelated business income		Excluded by section 512, 513, or 514		(E) Related or exempt function income
	(A) Business code	(B) Amount	(C) Exclu- sion code	(D) Amount	
93 Program service revenue:					
a PROGRAM SERVICES					13,759.
b					
c					
d					
e					
f Medicare/Medicaid payments					
g Fees and contracts from government agencies					
94 Membership dues and assessments					34,385.
95 Interest on savings and temporary cash investments			14	2,445.	
96 Dividends and interest from securities					
97 Net rental income or (loss) from real estate:					
a debt-financed property					
b not debt-financed property					
98 Net rental income or (loss) from personal property					
99 Other investment income					
100 Gain or (loss) from sales of assets other than inventory					
101 Net income or (loss) from special events			01	-150.	
102 Gross profit or (loss) from sales of inventory					
103 Other revenue:					
a MISCELLANEOUS INCOME			01	138.	
b					
c					
d					
e					
104 Subtotal (add columns (B), (D), and (E))		0.		2,433.	48,144.
105 Total (add line 104, columns (B), (D), and (E))					50,577.

Note: Line 105 plus line 1e, Part I, should equal the amount on line 12, Part I.

Part VIII Relationship of Activities to the Accomplishment of Exempt Purposes (See the instructions.)

Line No.	Explain how each activity for which income is reported in column (E) of Part VII contributed importantly to the accomplishment of the organization's exempt purposes (other than by providing funds for such purposes).
93A	FEES FOR MONTHLY MEETINGS AND EDUCATIONAL SEMINARS WHICH PROVIDE EDUCATIONAL OPPORTUNITIES FOR PARTICIPANTS
94	DUES FROM MEMBERS ENTITLE THEM TO VARIOUS EDUCATIONAL INFORMATION IN ORDER TO DEVELOP AND IMPROVE THEIR PURCHASING SPECIALTY

Part IX Information Regarding Taxable Subsidiaries and Disregarded Entities (See the instructions.)

(A) Name, address, and EIN of corporation, partnership, or disregarded entity	(B) Percentage of ownership interest	(C) Nature of activities	(D) Total income	(E) End-of-year assets
N/A	%			
	%			
	%			
	%			

Part X Information Regarding Transfers Associated with Personal Benefit Contracts (See the instructions.)

(a) Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? Yes No

(b) Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? Yes No

Note: If "Yes" to (b), file Form 8870 and Form 4720 (see instructions).

Form 990 (2007)

NATIONAL ASSOCIATION OF PURCHASING
MANAGEMENT-METRO DETROIT

Form 990 (2007)

38-0946325 Page 9

Part XI Information Regarding Transfers To and From Controlled Entities. Complete only if the organization is a controlling organization as defined in section 512(b)(13). N/A

				Yes	No
106 Did the reporting organization make any transfers to a controlled entity as defined in section 512(b)(13) of the Code? If "Yes," complete the schedule below for each controlled entity.					
(A) Name, address, of each controlled entity	(B) Employer Identification Number	(C) Description of transfer	(D) Amount of transfer		
a					
b					
c					
Totals					

				Yes	No
107 Did the reporting organization receive any transfers from a controlled entity as defined in section 512(b)(13) of the Code? If "Yes," complete the schedule below for each controlled entity.					
(A) Name, address, of each controlled entity	(B) Employer Identification Number	(C) Description of transfer	(D) Amount of transfer		
a					
b					
c					
Totals					

		Yes	No
108 Did the organization have a binding written contract in effect on August 17, 2006, covering the interest, rents, royalties, and annuities described in question 107 above?			

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Please Sign Here

Signature of officer: *[Handwritten Signature]* Date: 4/10/08

HARRY NOWELL, III, PRESIDENT
Type or print name and title

Paid Preparer's Use Only

Preparer's signature: *[Handwritten Signature]* Date: APR 02 2008 Check if self-employed:

Firm's name (or yours if self-employed), address, and ZIP + 4: PLANTE & MORAN, PLLC
P.O. BOX 307
SOUTHFIELD, MI 48037-0307

Preparer's SSN or PTIN (See Gen. Inst. X): 000170336
EIN: 38-1357951
Phone no.: (248) 352-2500

Form 990 (2007)

NATIONAL ASSOCIATION OF PURCHASING MANAG

38-0946325

FORM 990 OTHER EXPENSES STATEMENT 1

DESCRIPTION	(A) TOTAL	(B) PROGRAM SERVICES	(C) MANAGEMENT AND GENERAL	(D) FUNDRAISING
MANAGEMENT FEES	13,200.			
BANK FEES	779.			
NAPM DUES	20,199.			
NAPM ADMIN FEES	500.			
MEMBERSHIP DINNERS	6,483.			
INTERNET	720.			
CHARITIES	270.			
INSURANCE	860.			
PROFESSIONAL FEES	20.			
MEETINGS	7,732.			
TOTAL TO FM 990, LN 43	50,763.			

FORM 990 STATEMENT OF ORGANIZATION'S PRIMARY EXEMPT PURPOSE STATEMENT 2
PART III

EXPLANATION

THE NATIONAL ASSOCIATION OF PURCHASING MANAGEMENT PROVIDES LEADERSHIP IN PURCHASING AND SUPPLY MANAGEMENT RESEARCH AND EDUCATION. NAPM PROVIDES OPPORTUNITIES FOR PURCHASING PROFESSIONALS TO EXPAND THEIR PROFESSIONAL SKILLS AND KNOWLEDGE THROUGH MONTHLY MEETINGS, EDUCATIONAL PROGRAMS, AND TRAINING SEMINARS. THERE ARE APPROXIMATELY 500 MEMBERS.

NATIONAL ASSOCIATION OF PURCHASING MANAG

38-0946325

FORM 990 PART V-A - LIST OF CURRENT OFFICERS, DIRECTORS, TRUSTEES AND KEY EMPLOYEES STATEMENT 3

NAME AND ADDRESS	TITLE AND AVRG HRS/WK	COMPEN- SATION	EMPLOYEE BEN PLAN CONTRIB	EXPENSE ACCOUNT
RICK MOEHLE P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	PAST PRESIDENT 1.00	0.	0.	0.
HARRY NOWELL III P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	PRESIDENT 1.00	0.	0.	0.
KATIA MORAES P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	VICE PRESIDENT 1.00	0.	0.	0.
PHILIP ROSENFELD P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	TREASURER/SECRETARY 1.00	0.	0.	0.
LINDA MICHELS P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	DIRECTOR 1.00	0.	0.	0.
MELISSA COUNTRYMAN P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	DIRECTOR 1.00	0.	0.	0.
DAVE WEAVER P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	DIRECTOR 1.00	0.	0.	0.
TIFFANY WITEK P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	DIRECTOR 1.00	0.	0.	0.
RAJEEV ROY P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	DIRECTOR 1.00	0.	0.	0.
DAVID RODRIGUEZ P.O. BOX 642 ST. CLAIR SHORES, MI 48080-0642	DIRECTOR 1.00	0.	0.	0.
TOTALS INCLUDED ON FORM 990, PART V-A		0.	0.	0.

Section 4

Articles of Incorporation

The following pages contain copy
of our Articles of Incorporation
filed with the State of Michigan on
April 13, 2001

C&S 511 (Rev. 3/00)

MICHIGAN DEPARTMENT OF CONSUMER & INDUSTRY SERVICES CORPORATION AND LAND DEVELOPMENT BUREAU	
Date Received	(FOR BUREAU USE ONLY) ADJUSTED TO AGREE WITH BUREAU RECORDS
	This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.
Trans Info#1 3504481-1 04/11/01 Chk#: 3003 ID: Art: \$10.00 814006	
FILED	
APR 13 2001	
Administrator BUREAU OF COMMERCIAL SERVICES EFFECTIVE DATE:	
Name Charles A. Tyrrell	
Address 1209 Columbia	
City	State
Berkley	MI
Zip Code	48072

Document will be returned to the name and address you enter above. If left blank document will be mailed to the registered office.

RESTATED ARTICLES OF INCORPORATION
For use by Domestic Nonprofit Corporations
 (Please read information and instructions on the last page)

Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Restated Articles:

1. The present name of the corporation is:	NATIONAL ASSOCIATION OF PURCHASING MANAGEMENT METRO DETROIT INC.
2. The identification number assigned by the Bureau is:	814006
3. All former names of the corporation are:	PURCHASING AGENTS ASSOCIATION OF DETROIT, INC. PURCHASING MANAGEMENT ASSOCIATION OF DETROIT, INC.
4. The date of filing the original Articles of Incorporation was:	¹⁵ 13 APRIL 1925

The following Restated Articles of Incorporation supersede the Articles of Incorporation as amended and shall be the Articles of Incorporation for the corporation:

ARTICLE I

The name of the corporation is:	NATIONAL ASSOCIATION OF PURCHASING MANAGEMENT METRO DETROIT, INC.
---------------------------------	---

ARTICLE II

The purpose or purposes for which the corporation is organized are:	To foster and promote the study, development and application of purchasing, materials management, and logistics through encouragement and cooperation in the development of educational courses, seminars, programs, and materials; to encourage the practice of high standards of personal ethical conduct; and to promote and encourage professional certification programs for persons engaged in the profession.
---	--

8m

ARTICLE III

1. The corporation is organized on a nonstock basis.
(stock or nonstock)

2. If organized on a stock basis, the aggregate number of shares which the corporation has authority to issue is

_____. If the shares are, or are to be divided into classes, the designation of each class, the number of shares in each class, and the relative rights, preferences, and limitations of the shares of each class are as follows:

3. If organized on a nonstock basis, the description and value of its real property assets are: (if none, insert "none")
None

and the description and value of its personal property assets are: (if none, insert "none")
None

(The valuation of the above assets was as of _____, _____)
The corporation is to be financed under the following general plan:

The corporation is organized on a Membership basis.
(membership or directorship)

ARTICLE IV

1. The address of the registered office is:

23445 Colonial Ct., St. Clair Shores, Michigan 48080
(Street Address) (City) (ZIP Code)

2. The mailing address of the registered office, if different than above:

P.O. Box 642 St. Clair Shores, Michigan 48080-0642
(Street Address or P.O. Box) (City) (ZIP Code)

3. The name of the resident agent is: Susan Peters

ARTICLE V (Additional provisions, if any, may be inserted here; attach additional pages if needed.)

[Empty box for additional provisions]

5. COMPLETE SECTION (a) IF THE RESTATED ARTICLES DO NOT FURTHER AMEND THE ARTICLES OF INCORPORATION; OTHERWISE, COMPLETE SECTION (b).

a. These Restated Articles of Incorporation were duly adopted on the _____ day of _____, _____, in accordance with the provisions of Section 642 of the Act by the Board of Directors without a vote of the members or shareholders. These Restated Articles of Incorporation only restate and integrate and do not further amend the provisions of the Articles of Incorporation as heretofore amended and there is no material discrepancy between those provisions and the provisions of these Restated Articles.

Signed this _____ day of _____, _____

By _____
(Signature of Authorized Officer or Agent)

(Type or Print Name)

b. These Restated Articles of Incorporation were duly adopted on the 15TH day of APRIL, 2001 in accordance with the provisions of Section 642 of the Act. These Restated Articles of Incorporation restate, integrate, and do further amend the provisions of the Articles of Incorporation and: (check one of the following)

were duly adopted by the shareholders, the members, or the directors (if organized on a nonstock directorship basis). The necessary number of votes were cast in favor of these Restated Articles of Incorporation.

were duly adopted by the written consent of all the shareholders or members entitled to vote in accordance with Section 407(3) of the Act.

were duly adopted by the written consent of all the directors pursuant to Section 525 of the Act as the corporation is organized on a directorship basis.

were duly adopted by the written consent of the shareholders or members having not less than the minimum number of votes required by statute in accordance with Section 407(1) and (2) of the Act. Written notice to shareholders or members who have not consented in writing has been given. (Note: Written consent by less than all of the shareholders or members is permitted only if such provision appears in the Articles of Incorporation)

Signed this 5TH day of APRIL, 2001

By John Stern
(Signature of President, Vice-President, Chairperson, or Vice-Chairperson)

JOHN STERN PRESIDENT
(Type or Print Name) (Type or Print Title)

Section 5
IRS Determination of
Not for Profit Status

~~This item is not yet available, but was requested in January, 2009. Our 2007 IRS Form 990 demonstrates our IRS 501 C 6 status.~~

~~Upon receipt from the IRS, this document will be forwarded to Linda Thomas.~~

This Item was provided to the Association on 1-29-2009 and is now included. See next page for comments.

Section 5

IRS Determination of

Not for Profit Status

Attached is an IRS letter dated January 29, 2009 that reads:

Dear Tax Payer,

This is in response to your request of January 20, 2009, regarding your tax exempt status.

Our records indicate that a determination letter was issued in May 1945, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under 501 (c) (6) of the Internal Revenue Code.

Because you are not an organization described in section 190 (c) of the Code, donors may not deduct contributions made to you. You should advise your contributors to that effect.

The Letter is signed by Michelle Sullivan, Operations Manager at the IRS, and a copy follows this page.



Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248564828
Jan. 29, 2009 LTR 4168C E0
38-0946325 000000 00 000
00010933
BODC: TE

NATIONAL ASSOCIATION OF PURCHASING
MANAGEMENT
PO BOX 642
ST CLAIR SHORES MI 48080-0642

008436

Employer Identification Number: 38-0946325
Person to Contact: Tonya Morris
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Jan. 20, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in May 1945, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(06) of the Internal Revenue Code.

Because you are not an organization described in section 170(c) of the Code, donors may not deduct contributions made to you. You should advise your contributors to that effect.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

Section 6

Educational Event Evaluation.

ISM Southeast Michigan uses Survey Monkey[®] to complete an evaluation survey after each of our educational events. Satellite Seminars are not surveyed by our Affiliate, but instead are surveyed by ISM. An example of our Survey appears on the following page, along with an example of the results.

http://www.surveymonkey.com - [SURVEY PREVIEW MODE] NAPM Metro Detroit Meeting Survey - Novembe - Microsoft Internet Explorer

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National Association of Purchasing Management

NAPM METRO DETROIT

Exit this survey >>

NAPM Metro Detroit Meeting Survey - November 2008

1. Welcome to the NAPM-MD Meeting Survey

Thank you for taking a few minutes to complete our November 2008 meeting survey. The Pre-dinner topic was "Education Options for Supply Chain Management." The Main meeting was topic "Sourcing: Services." The survey will provide space for additional comments along with our standard measurement questions.

Thank you for joining us at this month's meeting, and we appreciate any feedback or suggestions you may have.

Click "Next" to get started with the survey. If you'd like to leave the survey at any time, just click "Exit this survey". Your answers will be saved.

Next >>

Done Internet



NAPM Metro Detroit Meeting Survey - November 2008
2. Dinner Meeting Ratings

Please rate the areas below to help us better serve your meeting needs and preferences.

1. On a scale of 1 to 5, where 1 = poor, 2 = fair, 3 = good, 4 = very good and 5 = excellent, please rate the following:

	1	2	3	4	5	N/A
New Member Orientation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pre-Dinner Mini Seminar	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pre-Dinner Presenter(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Keynote Presentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Keynote Presenter(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall Educational Value	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meeting Location	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. Please provide any comments you have about this month's meeting below.

<< Prev Next >>



NAPM Metro Detroit Meeting Survey - November 2008
3. Future Meetings

We welcome your ideas for future meeting topics and presenters.

3. Please provide suggestions for future meeting topics below.

4. Please provide suggestions for possible presenters below.

5. Any other suggestions for the future?

<< Prev Next >>



NAPM METRO DETROIT

NAPM Metro Detroit Meeting Survey - November 2008

4. Thanks!

We appreciate your feedback.

If you are not already a member of NAPM Metro Detroit and would like information on joining our association, visit our website at <http://www.napm-md.org/> and click on "Membership Info" at the top.

NAPM Metro Detroit Board of Directors

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National Association of Purchasing Management

NAPM METRO DETROIT

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NAPM Metro Detroit Meeting Survey / Advanced Negotiations 2008

1. Welcome to the NAPM-MD Participant Evaluation Survey

Thank you for joining us at the Advanced Negotiations Seminar on February 18th!

We would like to ask you to take a few minutes to complete our program evaluation survey. The survey includes standard measurement questions along with space for additional comments.

We thank you in advance and appreciate any feedback or suggestions you may have.

Click "Next" to get started with the survey. If you'd like to leave the survey at any time, just click "Exit this survey". Your answers will be saved.

Next >>

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Overall, the program met my expectations.

2. How many employees are in your organization's purchasing/supply department?

- 1-4 employees
- 5-10 employees
- 11-20 employees
- More than 20 employees

3. What is the level of your current position?

- Professional, non-supervisory
- Supervisory
- Manager
- Director
- VP, Executive
- Other

4. Please provide any comments you have about the Advanced Negotiations Seminar below.

<< Prev Next >>

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National Association of Purchasing Management

NAPM METRO DETROIT

Exit this survey >>

NAPM Metro Detroit Meeting Survey / Advanced Negotiations 2008

3. Future Meetings

We welcome your ideas for future Seminar topics and presenters.

5. Please provide suggestions you may have for future seminar topics below.

6. Please provide suggestions you may have for possible presenters below.

7. Do you have any other suggestions for the Professional Development Committee?

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Exit this survey >>



NAPM METRO DETROIT

NAPM Metro Detroit Meeting Survey / Advanced Negotiations 2008

4. Thanks!

We appreciate your feedback.

If you are not already a member of NAPM Metro Detroit and would like information on joining our association, visit our website at <http://www.napm-md.org/> and click on "Membership Info" at the top.

Thanks again!

NAPM Metro Detroit Board of Directors

<< Prev Done >>

Done Internet

Section 7

ISM Affiliation Agreement.

Attached is our prepared ISM Affiliation Agreement. Upon notification from ISM Affiliate Support that our request to change our name has been approved, this document will be signed and faxed to Linda Thomas.

Institute for Supply Management™, Inc. Affiliated Association Agreement

The Institute for Supply Management™, Inc. (ISM) exists to educate, develop and advance the supply management profession. This Agreement between the Institute for Supply Management™, Inc. and the Affiliated Association is intended to demonstrate ISM's commitment to excellence and to provide a framework to establish common policies, practices and organizational standards to help strengthen the Institute and the Affiliated Association and to ensure quality services to members.

In addition to achieving its vision through the implementation of its Strategic Plan, the ISM agrees to:

- Protect the use of the ISM name and logo for the benefit of its members and pursue appropriate action to stop any alterations to or unauthorized use of its name and/or logo

Regarding matters of membership, the Affiliated Association agrees to:

- Adhere to the membership definitions set forth in the ISM Bylaws and to incorporate these definitions into its own bylaws
- Partner with all ISM membership programs

The Affiliated Association agrees to have on file at the Institute for Supply Management's headquarters the following items:

- Copy of the Affiliated Association's current bylaws compliant with the Institute for Supply Management's requirements
- Copy of the Affiliated Association's most recent IRS Form 990 and related forms and schedules, if the Affiliated Association is required by the Internal Revenue Code to file such forms
- Copy of the Affiliated Association's current articles of incorporation, corporate charter or similar documents
- A three-year business plan which indicates the services the Affiliated Association will provide to its members

The Affiliated Association agrees to provide its members with quality educational events. Evaluations of these events must maintain a minimum rating of four out of a possible five.

The Institute for Supply Management, Inc. reserves the right to disallow the use, by the Affiliated Association, of the "National Association of Purchasing Management," "NAPM," Institute for Supply Management," and "ISM" name and logo upon the Affiliated Association's dissolution.

This Agreement will remain in force for three years and is renewable every three years with a three-year business plan approved by ISM Affiliate Support or until rescinded by either party upon six months written notice forwarded to the Institute for Supply Management™ at 2055 E. Centennial Circle, Tempe, Arizona 85284-1898 or the Affiliated Association at

Institute for Supply Management™
Affiliated Association Agreement
Endorsements

Affiliated Association Endorsement

We, the undersigned, on behalf of our organization, _____, agree and commit to the above stated Affiliated Association Agreement. We share in the Institute for Supply Management vision and mission and commit to fulfilling our role in this agreement.

Katia Moraes, C.P.M.
President, NAPM—Metro Detroit/
ISM Southeast Michigan

Date

Institute for Supply Management™ Endorsement

The Institute for Supply Management™ agrees to fulfill its role in this agreement.

Deborah Webber, C.P.M., A.P.P.
Senior Vice President and Corporate Treasurer
Institute for Supply Management™, Inc.

Date

Section 8



Post Office Box 642
St. Clair Shores, MI 48082-0642
(313) 881-0800
FAX (313) 881-4952

ISM- SOUTHEAST MICHIGAN, INC.

BUSINESS PLAN

2009-2011

2009 Board of Directors

Katia Moraes, C.P.M., President
Harry Nowell, C.P.M., Immediate Past President
Phil Rosenfield, CPP, C.P.M., Vice President
Mellissa Countryman, C.P.M., Secretary/Treasurer
Sue Peters, Business Manager
Brian Smith, C.P.M., Director Programs
Dave Rodriguez, C.P.M., CPSM., Director Membership
Dave Weaver, C.P.M., Director Membership
Linda Michels, C.P.M., Director Marketing & Public Relations
Rajeev Roy, Director Professional Development
Tiffany Witek, Director Meeting Arrangements
Lana Klein, C.P.M., Director
Jeffrey Williams, C.P.M., Director

January 2009

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
<u>Background/History</u>	3
<u>Vision</u>	3
<u>Mission</u>	3
<u>Purpose & Strategies</u>	3
<u>Goals and Objectives</u>	4
<u>Summary of Markets</u>	4
<u>Strengths, Weaknesses, Opportunities, Threats</u>	8
<u>Affiliate Products/Programs/Services</u>	8
<u>Summary of Results to Date</u>	9
<u>Three Year Plan</u>	9
<u>Strategic Plan</u>	10
<u>Leadership Plan</u>	10
<u>Education Plan</u>	10
<u>Membership Plan</u>	10
<u>Marketing and Public Relations Plan</u>	11
<u>Finance Plan</u>	12
<u>Name Change Transition Plan</u>	12

APPENDICIES

[Appendix 1 – 3 Year Education Plan](#)

[Appendix 2 – 3 Year Marketing Plan](#)

[Appendix 3 – 3 Year Finance Plan](#)

[Appendix 4 - Michigan Department of Labor & Economic Growth Industry Sector Analysis](#)

BACKGROUND/HISTORY

ISM Southeast Michigan (the Association) is an affiliate (04-170) of the Institute for Supply Management headquartered in Tempe, Arizona. This affiliate was founded in approximately 1917, and as of December 2008, has approximately 440 members. It has previously been known as the Purchasing Management of Detroit (PMAD) and as the National Association of Purchasing Management – Metro Detroit (NAPM-Metro Detroit).

VISION STATEMENT

ISM-Southeast Michigan will maintain and extend professional standards of competency for all matters pertaining to supply management, materials, research and education in Detroit USA. The Association, through alliances with its members, other affiliates and other organizations, offers research, education, certification and management programs to further the understanding and growth of the profession, providing service to anyone interested in any phase of supply management and materials.

MISSION STATEMENT

The mission of ISM Southeast Michigan is to serve our members as an affiliate of the Institute for Supply Management by providing superior opportunities for education, networking, and career enhancement as a means of advancing and promoting the leading edge practices and profession of Purchasing and Supply Management.

PURPOSE AND STRATEGIES

The purposes of our association are:

- (1) To foster and promote ongoing exchange of ideas and cooperation among its members.
- (2) To promote the study, development and application of purchasing, materials management and logistics.
- (3) To collect and disseminate by all lawful means information of interest and benefit to its members, including surveys and reports of current business trends and other information of interest to the profession.
- (4) To develop and encourage by all lawful means the practice of high standards of personal and ethical conduct among persons engaged in the profession.
- (5) To develop, sponsor, promote and encourage professional certification programs for persons engaged in the profession.
- (6) To encourage and cooperate in the institution and development of educational courses, seminars, programs and materials on the subject of purchasing, materials management, logistics and all matters related thereto.
- (7) To strive by all lawful means to promote and enhance the profession.
- (8) To be affiliated with the the Institute of Supply Management, Inc (“ISM”) and other associations or organizations of persons engaged in the profession throughout the United States and all foreign countries.
- (9) To cooperate, collaborate and exchange information by lawful means with professional, trade and other associations and organizations of persons engaged in the profession with governmental agencies and the public in general.

- (10) To do any other act or thing incidental to or connected with the foregoing purposes or in advancement thereof, but not for the pecuniary profit or financial gain of its members, directors or officers, except as otherwise permitted by the laws of the State of Michigan.

GOALS AND OBJECTIVES

1. Increase membership in ISM- Southeast Michigan by 8% by fiscal year end (December 2009).
2. Provide a minimum of one (1) educational seminar opportunity and 2 annual CPSM reviews for our members to gain professional skills and abilities.
3. Increase attendance by our members by approximately 10% (from an average of 67 to 75) at our general meetings.
4. Recruit additional volunteers and develop resources for succession planning for leadership.
5. Leverage communication with our members by providing electronic means for on-line registration, on-line RSVPs, and email notifications.

SUMMARY OF MARKETS

As the local Affiliate of the premier professional education organization concerning the supply management and materials function and processes, the Association has these nine major target markets:

1. Supply management professionals and others who are members of ISM and the Association and utilize many of the ISM programs at all levels.
2. Supply management professionals and others who are not members of ISM and the Association, but who use some ISM and the Association's products and services on an irregular basis.
3. Supply management professionals and others who are not members of ISM and the Association and who may have limited or no knowledge of ISM and the Association or its products and services.
4. Non-supply management managers in business with a connection to Purchasing, logistics, or supply management.
5. Members of academia who work with ISM and the Association and are actively involved with the profession as educators, researchers or consultants.
6. Universities, colleges and community colleges that offer academic coursework in supply management and associated business topics.
7. Members of academia who are not associated with ISM and the Association at any level but are actively involved with the profession as educators, researchers or consultants.
8. Students, graduate or undergraduate, who may, if properly motivated and supported, enter the profession.
9. Universities, colleges and community colleges that do not offer academic work in supply management and associated business topics.

MARKET FORCAST

Based on the ISM Report of Business Conditions, the the Association's Regional Business Survey, and national and local economic development news, the board of the Association has created these assumptions as a foundation for the forecast.

1. The local and regional economy will continue to be unstable during this planning period.
2. The unemployment rate in most of the Southeast Michigan area will likely increase.

Hopefully, no major organizations will leave the market area, however, right-sizing, reorganization, outsourcing, and automation will continue.

INDUSTRY SECTOR ANALYSIS GROWTH, CORE, AND COMPETITIVE-ADVANTAGE INDUSTRIES **

** A Regional Profile
Prepared by:
**Michigan Department of Labor & Economic Growth
Bureau of Labor Market Information and Strategic Initiatives**

For purposes of this study, Southeast Michigan is comprised of
Macomb, Monroe, Oakland, St. Clair and Wayne Counties

INDUSTRY JOB DISTRIBUTION (2ND QUARTER 2006)

Manufacturing	16.1%
Health care and social assistance	14.2%
Retail trade	12.1%
Professional and technical services	9.4%
Accommodation and food services	8.8%
Administrative and support	8.5%
Wholesale trade	4.8%
Finance and insurance	4.6%
Construction	4.4%
Other services	3.3%
Transportation and warehousing	3.2%
Management of companies	2.6%
Arts, entertainment, and recreation	2.1%
Information	2.0%
Real estate and rental and leasing	1.7%
Educational services	1.5%
Utilities	0.5%
Agriculture	0.1%
Mining	0.1%

PROFILE OF REGIONAL INDUSTRIES

Growth Industries (Regional industries with faster than average employment growth)				
Industry	Jobs	Average Weekly Wage	Percent Change 2004 - 2006	
			Jobs	Weekly Wage
Educational Services	24,917	\$618	8.60%	4.20%
Truck Transportation	16,550	\$913	8.30%	3.20%
Support Activities for Transportation	8,733	\$670	7.00%	-2.10%
Ambulatory Health Care Services	81,449	\$930	6.90%	6.40%
Nursing and Residential Care Facilities	38,893	\$475	6.50%	6.30%
Social Assistance	25,480	\$455	5.50%	4.70%
Health and Personal Care Stores	16,294	\$572	5.00%	7.40%
Hospitals	93,031	\$879	4.50%	6.90%
Membership Associations and Organization	19,573	\$565	4.00%	4.70%
Plastics and Rubber Products Manufacturing	14,286	\$814	3.60%	-4.20%

Core Industries (Region has a higher share of jobs in this industry than nationally)				
Industry	Jobs	Average Weekly Wage	Percent Change 2004 - 2006	
			Jobs	Weekly Wage
Transportation Equipment Manufacturing	125,716	\$1,459	-	4.80%
Machinery Manufacturing	33,952	\$185	-1.90%	7.70%
Air Transportation	11,972	\$1,008	-7.90%	-
Management of Companies and Enterprises	43,916	\$1,797	-3.40%	22.80%
Fabricated Metal Product Manufacturing	36,037	\$894	-0.40%	-2.20%
Professional and Technical Services	158,936	\$1,379	0.50%	1.30%
Hospitals	93,031	\$879	4.50%	6.20%
Primary Metal Manufacturing	8,581	\$1,045	-3.50%	6.90%
Amusements, Gambling and Recreation	26,356	\$418	-3.10%	12.60%
Plastics and Rubber Products Manufacturing	14,286	\$814	3.60%	3.10%
				-4.20%

Developing Industries (Region's share of jobs advancing faster than national average)

Industry	Jobs	Average Weekly Wage	Percent Change 2004 - 2006 2004-2006	
			Jobs	Weekly Wage
Utilities	8,104	\$1,586	3.80%	22.10%
Plastics and Rubber Products Manufacturing	14,286	\$814	3.60%	-4.20%
Electronics and Appliance Stores	7,703	\$752	12.60%	9.20%
Hospitals	93,031	\$879	4.50%	6.90%
Health and Personal Care Stores	16,294	\$572	5.00%	7.40%
Membership Associations and Organization	19,573	\$565	4.00%	4.70%
Securities, Commodity Contracts, Investments	6,591	\$1,837	18.10%	9.50%
Truck Transportation	16,550	\$913	8.30%	3.20%
Heavy and Civil Engineering Construction	7,173	\$1,234	11.30%	15.00%
Food Services and Drinking Places	137,454	\$252	2.90%	3.00%

Competitive-Advantage Industries (Regional industries with a favorable combination of wage, employment change, and competitive employment performance vs. national trends)

Industry	Jobs	Average Weekly Wage	Percent Change 2004 - 2006 2004-2006	
			Jobs	Weekly Wage
Hospitals	93,031	\$879	4.50%	6.90%
Truck Transportation	16,550	\$913	8.30%	3.20%
Educational Services	24,917	\$618	8.60%	4.20%
Nursing and Residential Care Facilities	38,893	\$475	6.50%	6.30%
Ambulatory Health Care Services	81,449	\$930	6.90%	6.40%
Plastics and Rubber Products Manufacturing	14,286	\$814	3.60%	-4.20%
Membership Associations and Organization	19,573	\$565	4.00%	4.70%
Telecommunications	11,435	\$1,090	-3.60%	-1.50%
Health and Personal Care Stores	16,294	\$572	5.00%	7.40%
Professional and Technical Services	158,936	\$1,379	0.50%	6.20%
Support Activities for Transportation	8,733	\$670	7.00%	-2.10%
Social Assistance	25,480	\$455	5.50%	4.70%

Source: http://www.michigan.gov/rsa/0,1607,7-210-43869_44707---,00.html

The complete Michigan Department of Labor & Economic Growth Industry Sector Analysis is shown as [Appendix 4](#)

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS

Core Strengths:

- Our financial status is strong
- Our Board is in good shape
- The level of training and experience for our volunteers is high
- We have a long length of tenure in our Affiliate
- Attendance and participation of officers and committees in Board meetings
- Meeting places and level of affordable support are good
- The rate of collaboration or cooperation with other professional or business organizations is high
- Long Standing Affiliation with ISM
- Educational Programs including C.P.M./CPSM Review Program
- Attendance of officers and committee chairs in summer leadership training workshops
- Number and trend of C.P.M.s and CPSMs in your Affiliate
- Types of programs and level of acceptance

Weaknesses:

- The number of volunteers that we have is low
- Attendance and participation at Affiliate monthly meetings is down
- Our fund-raising projects are weak
- Retention of existing Members
- Membership numbers and trends are somewhat down
- Number and trend of local educators involved in your Affiliate
- Level of interaction with the local institutions of higher education

Opportunities:

- Competition from other professional organizations is not impacting our attendance
- There is a large underserved pool of supply management personnel in our market area
- Participation in the ISM National Conference

Threats:

- Attendance and participation at seminars and other special programs is somewhat low
- Economic growth of our market area
- Economic forecasts are good for the market we serve
- Budget Cuts may affect membership renewals

AFFILIATE PRODUCTS/PROGRAMS/SERVICES

- Dinner Meeting Series (9 meetings)
 - 1 Hour keynote addresses from various subject matter experts

- Predinner Seminars (7 meetings)
 - 1 Hour tactical training
- New Membership Orientation (1 meetings meeting per year)
- Satellite Seminar Series (4 meetings per year)
- All Day Seminar (1 meeting per year)
- CPSM Training (1 per year)
- CPSM Bridge Training (1 per year)

All listings are at the minimum level. Based on opportunity, things like All Day Seminars and CPSM Training may exceed the published minimum.

SUMMARY OF RESULTS TO DATE

The Board of Directors tracks the effectiveness of seminars and membership meetings and reviews the results at Board of Director’s meetings. A variety of factors are considered using Survey Monkey® as our online survey tool. ISM Satellite Seminars Surveys are also conducted online, but surveys and results go directly to ISM. As an example, the annual membership meeting results appears below:

Dinner Meeting Data							
Meeting Date	Meeting Venue	Total Attendees	Total Dinner Cost	Avg. Cost per Attendee	Venue Location Satisf Score	Speaker Subject or Name	Speaker Satisfact. Score
10/18/2007	Burton Manor	69	\$1,694	\$24.55		Kamish	
11/15/2007	Ukrainian	65	\$1,920.00	\$29.54		Allardice	
12/6/2007	Burton Manor	63	\$1,607	\$25.50		Toys for tots	
01/17/08	Ukrainian	76	\$2,217	\$29.17		Joint APICS	
02/21/08	Burton Manor	65	\$1,489	\$22.90		Phillips	
03/13/08	Ukrainian	80	\$2,389	\$29.86		Scavone Diversity	
04/17/08	Marriott	57	\$1,862	\$32.67		Shankar	
05/15/08	Ukrainian	62	\$1,873	\$30.21		Smith	
9/18/2008	Ukrainian	58	\$1,759.00	\$30.33	4.08	Lorenz	4.50
10/15/2008	Marriott	65	\$2,503	\$30.90	4.34	Long	4.78
11/20/2008	Ukrainian	79	\$2,475.00	\$29.82	4.17	Wulff	4.38

THREE YEAR PLAN

As we look ahead to the next three years, ISM Southeast Michigan continues to grow in its vision to be the leader in the Southeast Michigan Metropolitan Business Community in maintaining standards of excellence on all matters affecting supply management professionals.

We continue to provide local and national leadership in supply management, particularly in the areas of education and standards of excellence. Through various resources and committees, we provide opportunities for growth and professional skills and knowledge. We further encourage public understanding of supply management concepts and educate leaders in the business community.

STRATEGIC PLAN

- Offer seminars and educational programs that suit the needs of every member of ISM- Southeast Michigan.
- Provide one CPSM full certification classes and one CPSM Bridge certification class to assist members with obtaining CPSM Certificaton.
- Implement a recruitment plan to increase membership in the affiliate.
- Seek greater alliances with other institutions such as APICS, MMBDC, the Detroit Regional Chamber, and local Universities.
- Continue support for the ISM International Conference by sending the Association President annually. When funding allows, the Association will also hold a raffle to send one member to the conference, as it has for the last ten plus years.

LEADERSHIP PLAN

ISM Southeast Michigan is led by a volunteer Board of Directors, as described in the ISM Southeast Michigan bylaws and policy and procedure manual. The President will attend the International Conference annually. In the event the President is unable to attend, the opportunity to attend will pass down to the Vice President and then to the Treasurer in that order.

The President, Vice President, Treasurer, and any board members that are willing will attend the annual ISM leadership workshops each year. In the event that budgets become strained, this policy may be reviewed annually to determine whether it remains feasible.

EDUCATION PLAN

The goal of the Education and Professional Development plan is to provide educational offerings to members and non-members through local seminars, national seminars, on-line seminars and courses, as well as to offer CPSM review sessions for those members seeking certification.

We offer a series of dinner meeting speakers and pre-dinner training classes. ISM-Southeast Michigan also collaborates with the Michigan Minority Business Development Council (MMBDC) and with the Detroit Chapter of APICS.

ISM- Southeast Michigan will focus on securing local business leaders and supply management speakers for general and pre-dinner meetings. In addition, our resources will focus on maintaining or improving the quality of the speakers and the relevance of the topics through monitoring responses to surveys at each general meeting.

The three year plan for education provides a minimum of 1 local full day seminar per year, 1 full and 1 bridge CPSM review sessions per year and also provides and supports on-line seminars and courses given through ISM. The 3 Year Educational Plan is shown as [Appendix 1](#).

MEMBERSHIP PLAN

The goal of the membership plan is to retain and grow our membership. Our action plan for the next 3 years is to implement the following activities:

Retention

- As new members join ISM Southeast Michigan, the new members are mailed letters informing them that their membership has been approved and welcoming them to the association. When feasible, they are also called and welcomed to the affiliate.
- At least once a year, new member orientation sessions are held to explain the association's programs and services that are available, and to recruit new members into volunteer positions.
- The Board of Directors recognizes certifications, re-certifications, promotions and other awards at general membership meetings.
- The Business Office encourages member networking through the maintenance and updating of the current member contact information posted on our website in the members-only section.
- Part of the retention plan is to continue to set and maintain a reasonable dues schedule.
- The Membership Committee and other volunteers contacts members who initially don't respond to renewal mailings to encourage them to renew their membership, and to understand reasons for non-renewal (if member is reachable).

Growth

- New members are recruited through promotion of Professional Development events and Educational seminars. These events are publicized to members, and to non-members through other academic and professional organizations. Non members who join at a "full membership level" are credited back the cost of an ISM-Southeast Michigan seminar they attend if they choose to join the Association.
- ISM Southeast Michigan continues to promote current members recruiting new members. The Board may waive the cost of dinner for a member's guest in the event the guest is seen as a potential recruit.
- Joint meetings and activities with other professional organizations such as APICS gives us an opportunity to network with these groups and attract individuals who seek to expand their career path.
- Our local affiliate online job bank allows us an opportunity to attract new members through local employers seeking ISM professionals.
- The Association will be considering participation in local trade shows, career fairs and like events to publicize our organization and mission.
- We have begun to employ an active "Recruitment Program" to target local area businesses through the use of employer lists from databases and resources such as the, Local Chambers of Commerce, Industry Guides, etc.

MARKETING AND PUBLIC RELATIONS PLAN

The 2009-2011 marketing plan seeks to generate an increase in our membership and volunteerism in comparison to 2008 achievements. The membership target is set at 475 members, which represents an increase of 8% for 2008. At least one educational seminar will be offered, in addition to one CPSM full certification and one CPSM bridge certification review session.

The membership committee has actively begun a membership recruitment plan. Industries are contacted where we see a smaller representation in our affiliate as compared to that industries presence in the Southeast Michigan region..

We will have a minimum of nine monthly meetings throughout the calendar year. One of those meetings will be a joint meeting with APICS, and one will be dedicated to Diversity. Each of these meetings provides an opportunity to reach out beyond our own Associations's boundaries..

Our members will be encouraged to participate in educational seminars, CPSM review sessions, monthly meetings, use of the ISM- Southeast Michigan website. We will encourage participation in our events through publicity on the website, as well as through e-mail blasts and availability of on-line registration. Typically, a full announcement is sent out three weeks prior to an event, and a reminder is sent out approximately one week prior to the event.

ISM- Southeast Michigan Inc. also may begin sending announcements to other professional organizations and various universities for programs that may have interest beyond just our membership. An example of this is our annual joint meeting with APICS.

The public relations committee sends press releases to the local media at the conclusion of each of our monthly business surveys. Also, the marketing committee has lists of media contacts that will be utilized in part with our public relations program.

ISM- Southeast Michigan may begin to increase the effort of promoting its programs through different forms of media. A special effort will be made to reach supply professionals in companies that are not included in ISM- Southeast Michigan, especially those in the service sector, including retail and government. An ongoing and new membership campaign will be implemented to attract potential members. A recruitment plan will be implemented (pending approval from ISM on name change). Membership packets will be made available at every general meeting.

Recruitment Plan

- We have a prototype organizational / recruitment brochure that will be completed in the next few months.
- Prospective employers in the Southeast Michigan area will be identified.
- Brochures will be mailed out.

The complete Marketing Plan can be found in [Appendix 2](#)

FINANCE PLAN

The current year and two years projected budgets are attached to this business plan as [Appendix 3](#).

NAME CHANGE TRANSITION PLAN

In order to promote, market, and provide the general membership, as well as all interested parties, the change in name of NAPM-Metro Detroit to ISM-Southeast Michigan:

The current Affiliate Board of Directors will:

1. Amend by-laws to reflect new name. **(Application Item 2)**
2. Update website to reflect new name (Currently underway – www.ism-sem.org)
3. Amend Articles of Incorporation **(Application Item 9)**
4. Update all marketing and advertising materials (Director of Marketing)
5. Other areas not listed (President will direct as required)

Following ISM Board of Director approval, these action items will take place in the time, and manner, as best deemed appropriate by the current Affiliate Board of Directors.

Business Plan Appendix 1



Post Office Box 642
 St. Clair Shores, MI 48082-0642
 (313) 881-0800
 FAX (313) 881-4952

THREE-YEAR EDUCATION/ACTIVITIES PLAN ISM SOUTHEAST MICHIGAN JANUARY 2009

EDUCATION PRODUCTS OR SERVICES	2009 CEH CREDIT	2010 CEH CREDIT	2011 CEH CREDIT	NOTES
Dinner Meeting Series (9 meetings) 1 Hour keynote addresses from various subject matter experts	9	9	9	(see below)
Predinner Seminars (7 meetings) 1 Hour tactical training	6	6	6	(see below)
New Membership Orientation (1 meetings)	1	1	1	(see below)
Satellite Seminar Series (4 meetings)	4	4	4	(see below)
All Day Seminar (1 meeting)	7	7	7	(see below)
CPSM Training (1 per year)	18	18	18	(see below)
CPSM Bridge Training (1 per year)	12	12	12	(see below)

Dinner Meetings: The ISM Southeast Michigan Director of Programs, and arranges keynote presentations for each of the 9 dinner meetings held during the calendar year. Generally speaking, presenters are volunteers who are given a token gift of appreciation. Occasionally, presenters of more recognition are paid a small fee and/or have expenses covered. Paid speakers over \$500.00 require Board approval.

Each year, the Program Director plans meetings for the active months September through May. The Association does not meet during the months of June, July, and August.

Key note speaker information is posted to the the ISM Southeast Michigan website www.napm-md.org . Two invitations are sent to the entire membership via e-mail

blast, and is also discussed in the preceding month's dinner meeting announcements.

Predinner Seminars:

The Director of Professional Development arranges the predinner meetings, which are focused on tactical skills. Topics are designed for the personal skills development of our members, and compliment the training a buyer or purchasing manager would receive in their own company. Examples are software training, internet search skills, resume preparation, Terms & Conditions, etc.

The 2008-2009 Pre-dinner and Keynote Presentation plan is as shown below.

Year	Month	Professional Development (5:30 - 6:30)	Programs (7:30 - no later than 8:30)
2008	18-Sep	Resource Outreach - Learn what is available on the NAPM Metro Detroit & ISM Website	Contract Terms & Conditions
2008	16-Oct	Microsoft Excel - Highlights of Key Features	Quality: Ensuring, Auditing & Developing
2008	20-Nov	Education Options for Supply Chain Management	Sourcing: Services
2008	* 11-Dec	Toys for Tots Charity Review	
2009	15-Jan	Microsoft Project - Highlights of Key Features	Lean Manufacturing / Six Sigma
2009	19-Feb	Does E-Auction Design Matter?	Sourcing: Global vs. Local
2009	19-Mar	Minority Supplier Booths	Supplier Diversity
2009	16-Apr	Microsoft PowerPoint - Highlights of Key Features	Professional Etiquette
2009	21-May	Hands-On Review of Various D&B Reports	Managing Initiative Overload

New Member Orientation

Orientation is held for new members at a minimum of once per year, generally in September. New members are introduced to the Board members, given a tutorial of both the ISM and ISM-Southeast Michigan websites, and an overview of the Educational offerings held throughout the year. Additional member benefits are discussed, such as job search assistance, networking opportunities, job boards, and the many benefits offered through ISM such as CAPs Research, sample documents, and the Supply Management magazine. The New Membership PowerPoint presentation is stored on the ISM-Southeast Michigan website for reference by any members.

Satellite

ISM-Southeast Michigan hosts all Satellite Seminars offered by ISM. Seminars are

Seminars

hosted in one of the member's places of employment, and is marketed to our membership and those of our bordering affiliates (NAPM Saginaw Valley, NAPM Central Michigan, and NAPM Toledo). A nominal fee is charged to participants to encourage attendance and cover costs. The host company provides the printing of the presentation materials and arranges for refreshments, etc. A two tier price structure is in place that charges a small additional amount for non ISM affiliate members.

It is the hosts responsibility to complete the ISM site evaluation form and to circulate presentation evaluation forms to participants.

As a footnote, ISM-Southeast Michigan has hosted more than 95% of all Satellite Seminars since its inception in 1997.

All Day Seminars All day seminars are held at a minimum of once per year. Past topics have included from Negotiations, Advanced Negotiations, and Legal Boot Camp. The planned seminars for 2009 are Legal Terms & Conditions, and Supply Chain Management Career Fair. Seminars are held in banquet or educational facilities in the Metro Detroit area, and generally are seven CEHs in length.

CPSM Training CPSM full and bridge courses are held a minimum of once per year. Courses are conducted by an ISM certified instructor. The full course is held over 3 seven hour days. The bridge course is held over 2 seven hour days, and includes a condensed version of the three day training.

Each day covers one exam module. Attendees review sample questions similar to those an applicant will find on the CPSM Exam. Each question is discussed in a group setting. Fees are structured to compensate the instructor for his time preparing for and delivering training, and to cover the cost for facility fees. A two tier price structure is in place that charges an additional amount for non ISM affiliate members. CPSM Study materials are the responsibility of the student.

Business Plan Appendix 2

MARKETING PLAN

FOR

2009-2011

ISM-Southeast Michigan



2009 Board of Directors

Katia Moraes, C.P.M., President
Harry Nowell, C.P.M., Immediate Past President
Phil Rosenfield, CPP, C.P.M., Vice President
Mellissa Countryman, C.P.M., Secretary/Treasurer
Sue Peters, Business Manager
Brian Smith, C.P.M., Director Programs
Dave Rodriguez, , C.P.M., CPSM., Director Membership
Dave Weaver, C.P.M., Director Membership
Linda Michels, C.P.M., Director Marketing & Public Relations
Rajeev Roy, Director Professional Development
Tiffany Witek, Director Meeting Arrangements
Lana Klein, C.P.M., Director
Jeffrey Williams, C.P.M., Director

EXECUTIVE SUMMARY

The mission of ISM-Southeast Michigan (the Association) is to serve our members as an affiliate of Institute for Supply Management by providing superior opportunities for education, networking and career enhancement as a means of advancing and promoting leading edge practices and profession of Purchasing and Supply Management.

Vision Statement:

ISM-Southeast Michigan will maintain and extend professional standards of competency for all matters pertaining to supply management, materials, research and education in Detroit USA. The Association, through alliances with its members, other affiliates and other organizations, offers research, education, certification and management programs to further the understanding and growth of the profession, providing service to anyone interested in any phase of supply management and materials.

Marketing Plan

The 2009-2011 marketing plan seeks to generate an increase in the Association membership and activities in comparison to 2008 levels. The membership target is set at 475 members, which represents a planned 8 percent increase for 2009. Similarly, membership retention goals have been increased. The Association plans to reduce member losses by 20 percent in comparison to 2008. During this time, we will perform training seminars pursuant to our Education/Activity Plan. The following table shows the monthly membership trend.

Table 1

Membership Data						
Date	Total Dues Paying Members	Number Non Dues Paying Members	Volume Discount Members	This Month's + or - Free Members	Current Month Net Paid Members	Current Month Net Free Members
11/01/07	443	31			443	31
11/17/07	447	31			447	31
01/03/08	450	31			450	31
02/20/08	361	28			361	28
03/13/08	371	28	15		386	28
04/04/08	386	28	12		398	28
05/01/08	391	28	12		403	28
09/01/08	418	28	12		430	28
10/03/08	425	28	12		437	28
11/3/2008	425	28	12		437	28
12/1/2008	431	28	12		443	28

The Association Board Members for Marketing and Public Relations, Professional Development, Meeting arrangements, and Membership are responsible for oversight and coordination of all

activities aimed at generating new members, retaining existing members, promoting seminars and programs and building relationships with other educational and professional organizations such as APICS, Michigan Minority Business Development Council (MMBDC), Detroit Regional Chamber and others.

Current schedule for the pre-dinner and dinner meetings is as follows.

Table 2

Year	Month	Professional Development (5:30 - 6:30)	Programs (7:30 - no later than 8:30)
2008	18-Sep	Resource Outreach - Learn what is available on the NAPM Metro Detroit & ISM Website	Contract Terms & Conditions
2008	16-Oct	Microsoft Excel - Highlights of Key Features	Quality: Ensuring, Auditing & Developing
2008	20-Nov	Education Options for Supply Chain Management	Sourcing: Services
2008	* 11-Dec	Toys for Tots Charity Review	
2009	15-Jan	Microsoft Project - Highlights of Key Features	Lean Manufacturing / Six Sigma
2009	19-Feb	Does E-Auction Design Matter?	Sourcing: Global vs. Local
2009	19-Mar	Minority Supplier Booths	Supplier Diversity
2009	16-Apr	Microsoft PowerPoint - Highlights of Key Features	Professional Etiquette
2009	21-May	Hands-On Review of Various D&B Reports	Managing Initiative Overload

MARKETING PLAN

FOR

2009-2011

TABLE OF CONTENTS

TOPIC	PAGE
Executive Summary	2
Situational Analysis	5
Background	5
Normal Forecast	8
Strengths, Weaknesses, Opportunities and Threats	10
Objectives and Goals	15
Marketing Strategy	15
Target Markets	15
Product List (Programs and Events)	16
Marketing Mix	16
Action Plan	17
Marketing Budget	18

SITUATIONAL ANALYSIS

The situational analysis is prepared to draw attention to major events, circumstances and situations around Southeast Michigan that affect its operations. It includes: background, forecasts and the Strengths, Weaknesses, Opportunities, and Threats (SWOT).

Background

This section includes information for the Southeast Michigan market area, its history, its market segments and the Association's programs.

History and overview

The Association is an affiliate (04-170) of the Institute for Supply Management headquartered in Tempe, Arizona. This affiliate was founded in 1917, and as of December 2008, has approximately 440 members.

Founded in 1915, the Institute for Supply Management (ISM) is one of the most respected supply management educational institutions in the United States. ISM, in association with its many affiliates, is a communication link with more than 48,000 purchasing supply professionals.

Full membership in the Association entitles access at both the Local and National level. Both ISM and the Association are not-for-profit organizations.

ISM Southeast Michigan holds monthly dinner meetings at multiple locations in and around Southeast Michigan. A mini seminar is followed by a sit down dinner and concludes with an after dinner speaker.

Membership is open to anyone whose primary job responsibilities are in procurement, logistics, supply chain or materials management. Key attributes for members are a thirst for knowledge, continuous improvement and ongoing professional development.

Membership dues have increased by only \$10.00 during the past seven years. Similarly, the board and committee chairs make every effort to keep program costs to a minimum. Seminar speakers are provided by the association. Participants pay for refreshments, handout materials and lunch. Annual membership dues of \$240.00 include the cost of all dinner meetings and guest attendance is generally \$35.00 per meeting.

Typically the affiliate sends many of its officers and committee chairs to the annual Summer Leadership Training Workshop. The Association regularly sends its President to the ISM Annual International Supply Management Conference.

Markets

As the local Affiliate of the premier professional education organization concerning the supply management and materials function and processes, the Association has these nine major target markets:

1. Supply management professionals and others who are members of ISM and the Association and utilize many of the ISM programs at all levels.

2. Supply management professionals and others who are not members of ISM and the Association, but who use some ISM and the Association's products and services on an irregular basis.
4. Supply management professionals and others who are not members of ISM and the Association and who may have limited or no knowledge of ISM and the Association or its products and services.
4. Non-supply management managers in business with a connection to Purchasing, logistics, or supply management.
5. Members of academia who work with ISM and the Association and are actively involved with the profession as educators, researchers or consultants.
6. Universities, colleges and community colleges that offer academic coursework in supply management and associated business topics.
7. Members of academia who are not associated with ISM and the Association at any level but are actively involved with the profession as educators, researchers or consultants.
8. Students, graduate or undergraduate, who may, if properly motivated and supported, enter the profession.
9. Universities, colleges and community colleges that do not offer academic work in supply management and associated business topics.

The Association records show that we are primarily serving markets one and two above with only minor participation by markets five to nine. There is opportunity for improvement by converting participants from markets three through nine to membership status, either as regular or associate members.

Table 5 represents the recent membership data and trends in terms of the type of business and age of the members served by the Association.

History of the Association Programs

The Association holds nine membership meetings per year and tries to schedule and host a minimum of one full day seminar or training event each year. Speakers are recruited both locally and nationally. The Education and Program committees have maintained a balance between intense and light topics of professional interest.

Attendance at the regular meetings has averaged between 15 to 20 percent of membership and their invited guests per meeting. Meeting data is presented in Table 4. In the past, little effort has been made to follow up with members who are consistently absent from meetings. Similarly, little follow-up is done with supply management guests to attempt to convert them to membership.

Table 1 (repeated)

Membership Data						
Date	Total Dues Paying Members	Number Non Dues Paying Members	Volume Discount Members	This Month's + or - Free Members	Current Month Net Paid Members	Current Month Net Free Members
11/01/07	443	31			443	31
11/17/07	447	31			447	31
01/03/08	450	31			450	31
02/20/08	361	28			361	28
03/13/08	371	28	15		386	28
04/04/08	386	28	12		398	28
05/01/08	391	28	12		403	28
09/01/08	418	28	12		430	28
10/03/08	425	28	12		437	28
11/3/2008	425	28	12		437	28
12/1/2008	431	28	12		443	28

Table 3

Dinner Meeting Data						
Meeting Date	Meeting Venue	No. of Regular Attendees	No. of Spot-Paid Attendees	No. of Free Attendees	Total Attendees	Speaker Satisfact. Score
10/18/2007	Burton Manor	62	4	3	69	
11/15/2007	Ukrainian	57	7	1	65	
12/6/2007	Burton Manor	58	2	3	63	
01/17/08	Ukrainian	62	11	3	76	
02/21/08	Burton Manor	60	4	1	65	
03/13/08	Ukrainian	59	20	1	80	
04/17/08	Marriott	55		2	57	
05/15/08	Ukrainian	56	3	3	62	
9/18/2008	Ukrainian	52	5	1	58	4.47
10/15/2008	Marriott	61	2	2	65	
11/20/2008	Ukrainian	70	7	2	79	4.47
Totals		652	65	22	739	
Average		59	7	2	67	

Other than information on the website and announcements by e-mail to our membership, little program advertising to the general public is attempted. Other than our monthly Business Survey results, announcements are not sent to the local media.

In the past few years we have seen a steady level of interest in seminar programs. Recent events have moderately attended. These events were foundational purchasing topics presented at the practitioner level. The majority in attendance were Association members.

The Association typically hosts fall and spring reviews for the Certification. The C.P.M. training was retired in fall 2008, has been replaced with the CPSM review courses. CPSM review courses are held over three days with one day dedicated to each module of the test. A bridge exam review is also held, over a two-day period. A two tier price structure is in place for members and non-members. Other than announcements at the regular meetings, information on our website, and e-mail invitations to our membership and those of neighbouring affiliates, no effort is made to publicize these reviews. Certification review classes have been well attended, proving that Membership has a strong interest in Certification.

Normal Forecast

Forecasting is an attempt to structure the future based on available facts and logical, supportable assumptions. Based on the ISM Report of Business Conditions, the Association's Regional Business Survey, and national and local economic development news, the Board of the Association has created these assumptions as a foundation for the forecast.

3. The local and regional economy will continue to be unstable during this planning period.
4. The unemployment rate in most of the Southeast Michigan area will likely increase.

Hopefully, no major organizations will leave the market area, however, right-sizing, reorganization, outsourcing, and automation will continue.

TABLE 4 (a, b, c)

ISM-SOUTHEAST MICHIGAN
 MARKET DATA COMPARED TO ISM NATIONAL
 DATA FOR 2007

(Figures are percentages of groups)

Please Note: A request was made in January, 2009 through Linda Thomas to provide updated information for the tables below.

Table 4a

MEMBERSHIP 2004/2005	555
CPM	156
APP	11
FEMALE	201
MALE	354
20 - 30	50
30 - 40	85
40 - 50	100
50 - 60	40
60 - PLUS	8

Table 4b

Construction		3%
Education		5%
Finance		2%
Government		1%
Healthcare		2%
Manufacturing		67%
Retail		3%
Services		10%
Utilities		5%

Table 4c
Membership Counts by City / Municipality
(Based upon employment address)

City	No.	City	No.	City	No.	City	No.	City	No.
Detroit	56	Monroe	4	Jackson	2	Chesterfield Twp	1	Okemos	1
Ann Arbor	43	Oak Park	4	Kalamazoo	2	Clinton Township	1	Plymouth Township	1
Troy	32	Saint Clair Shores	4	Redford	2	Clinton Twp	1	Plymouth Twnshp	1
Auburn Hills	29	Washington	4	Royal Oak	2	Dearborn Heights	1	Riverview	1
Farmington Hills	28	Ypsilanti	4	Saline	2	Ferndale	1	Romulus	1
Southfield	18	Allen Park	3	Shelby Township	2	Flint	1	Roseville	1
Novi	17	Belleville	3	South Field	2	Fort Gratiot	1	Shelby Twnshp	1
Plymouth	13	Chesterfield	3	Taylor	2	Frankfurt, Germany	1	Southgate	1
Dearborn	11	Farmington	3	Wyandotte	2	Fraser	1	St Thomas, Ontario, CANADA	1
Warren	11	Howell	3	Adrian	1	Grand Blanc	1	St. Clair	1
Pontiac	9	Northville	3	Ann Arbor	1	Grass Lake	1	Sterling Hts	1
Dundee	7	Oxford	3	Armada	1	Harper Woods	1	Tecumseh, Ontario, Canada	1
Wixom	7	Port Huron	3	Bell River, Ontario, Canada	1	Harrison Twp	1	Trenton	1
Brighton	6	Reed City	3	Bellville	1	Highland Park	1	Walled Lake	1
Livonia	6	Rochester	3	Beverly Hills	1	Kentwood	1	Waren	1
Madison Heights	6	Rochester Hills	3	Brownstown	1	Lake St Louis	1	Wayne	1
Romeo	6	Waterford	3	Byron Center	1	Macomb	1	Westland	1
Canton	5	Birmingham	2	Cadillac	1	New Hudson	1	White Lake	1
Sterling Heights	5	Commerce Twp	2	Casco	1	Northwood	1	Yale	1
Windsor, Ontario, CANADA	5	Fowlerville	2	Chatsworth	1	Oak Parke	1		
Bloomfield Hills	4	Holly	2						456

Strengths, Weaknesses, Opportunities and Threats (SWOT)

The following is a self-evaluation of the Association. It identifies the strengths and weaknesses internal to the organization, and opportunities and threats external to the affiliate. The identification and evaluation of SWOT is vital to the planning process, as it illustrates those areas we need to focus on.

External Factors

- *Economic forecasts for the market served*

Major Opportunity	Neutral	Major Threat
_____!	_____0_____!	_____X_____!

SWOT	
Internal Factors	External Factors
Strengths	Opportunities
Our financial status is strong	Competition from other professional organizations is not impacting our attendance
Our Board is in good shape	There is a large underserved pool of supply management personnel in our market area
The level of training and experience for our volunteers is high	Participation in the ISM National Conference
We have a long length of tenure in our Affiliate	
Attendance and participation of officers and committees in Board meetings	
Meeting places and level of affordable support are good	
The rate of collaboration or cooperation with other professional or business organizations is high	
Long Standing Affiliation with ISM	
Educational Programs including C.P.M./CPSM Review Program	
Attendance of officers and committee chairs in summer leadership training workshops	
Number and trend of C.P.M.s and CPSMs in your Affiliate	
Types of programs and level of acceptance	
Weaknesses	Threats
The number of volunteers that we have is low	Attendance and participation at seminars and other special programs is low
Attendance and participation at Affiliate monthly meetings is down	Economic growth of our market area
Our fund-raising projects are weak	Economic forecasts are good for the market we serve
Retention of existing Members	Budget Cuts may affect membership renewals
Membership numbers and trends are somewhat down	
Number and trend of local educators involved in your Affiliate	
Level of interaction with the local institutions of higher education	

OBJECTIVES AND GOALS for ISM-Southeast Michigan

The ISM-Southeast Michigan Board and Committee Chairs have established these objectives and goals for the 2009, 2010 and 2011 years. Years 2010 and 2011 will be reviewed and updated if necessary at the commencement of those years.

1. Increase membership by 8 percent over the 2008 levels to 475 members and maintain a ratio of 95% or more of regular members to associate and others. In addition to increasing total membership, the Association has these particular objectives for various attributes of the membership.
 - A. To maintain a balance of the membership age groups comparable to the Southeast Michigan work force (see Table IV). To achieve this particular objective, we must specifically seek out younger people working in supply management.
 - B. To continue to promote Certification programs through information and review seminars.
2. Increase attendance in the regular meetings from our 2008 average of approximately 15% to an average of 20% of the membership. [Table 3](#) provides our 2008 attendance on a monthly basis.
3. Increase membership retention by instituting a task force to follow up with members who've let their membership lapse to determine why and to encourage renewing. The membership retention goal is to maintain a minimum of 80% of the existing members on an annual basis through the vitality of the Association. In addition, at least 5% of the lapsed memberships will be recaptured.

MARKETING STRATEGY

Target Markets for the Association

The Association will concentrate on these segments of its markets. People from these five markets are in our membership and service area.

1. Supply management professionals and others who are members of ISM and the Association and utilize many of the ISM and the Association programs at all levels.
2. Supply management professionals and others who are not members of ISM and the Association, but who use some ISM and the Association's products and services on an irregular basis.
3. Supply management professionals and others who are not members of ISM and the Association and who may have some to no knowledge of ISM and the Association or its products and services.
4. Members of academia who are in contact with ISM and the Association and actively involved with the profession as educators, researchers or consultants.

5. Universities, colleges and community colleges that offer academic coursework in supply management and associated business topics.

In addition, the Association will concentrate on those industries that are underrepresented in our Association compared to their presence in the local market.

Product List for the Association

The product and service list below is the Association's 3 Year Educational Plan.

THREE-YEAR EDUCATION/ACTIVITIES PLAN ISM SOUTHEAST MICHIGAN JANUARY 2009

EDUCATION PRODUCTS OR SERVICES	2009 CEH CREDIT	2010 CEH CREDIT	2011 CEH CREDIT
Dinner Meeting Series (9 meetings) 1 Hour keynote addresses from various subject matter experts	9	9	9
Predinner Seminars (7 meetings) 1 Hour tactical training	6	6	6
New Membership Orientation (1 meetings)	1	1	1
Satellite Seminar Series (4 meetings)	4	4	4
All Day Seminar (1 meeting)	7	7	7
CPSM Training (1 per year)	18	18	18
CPSM Bridge Training (1 per year)	12	12	12

Marketing Mix for the Association

The Association will do these things to bring our new plan to our customers:

Product

The products of the Association are listed above. The number of seminars and special programs will be maintained at current levels. We will continue to survey the Membership to tailor programs to better address their needs and interests.

Price

We will continue to price all our products competitively. Membership fees will most likely not be raised, except to absorb periodic ISM increases. A two-tier pricing structure will be in place for the Association and other ISM Affiliate members versus non-members. In addition, monthly meeting costs for guests will be priced to cover the cost for dinner.

Promotion

The website will be revamped to reflect the change from NAPM Metro Detroit to ISM Southeast Michigan (www.ism-sem.org). Products and services offered through the website will be reviewed periodically to ensure the needs of the Membership and any outside parties interested in the Association are met.

Place

As in the past, our regular meetings will take place at facilities throughout Southeast Michigan for the convenience of the Membership by maintaining a geographic balance throughout our market area. These locations will also be used to present special programs and seminars.

Action Plan

Specific actions to be accomplished by the Association are shown below. This plan will be adjusted as the year progresses to take advantage of successes and to modify programs that are not as successful as we desire.

Our major communication and advertising efforts will be aimed at these market segments:

1. Supply management professionals and others who are current members of ISM and the Association and utilize many of the ISM and the Association programs at all levels.

We will maintain the quality and dynamics of the website and develop a personal communication task force to follow up with members who are not active.

We will periodically distribute the annual program summary containing events and topics for better planning by members. For ISM members who are not part of our Affiliate, we will make personal contact through ISM and the Membership Chairperson and/or the Business Manager to provide our schedules and services. We want these ISM members to feel welcome at our meetings and to consider active membership in ISM Southeast Michigan.

Twice annually, the Affiliate conducts a new member orientation, which will include our annual program summary and the benefits of membership.

2. Supply management professionals and others who are not members of ISM and the Association, but who use some of ISM's and the Association's products and services on an occasional basis.

For these supply management professionals and others we will build a mailing list to distribute: the annual program summary, special programs and invitations to become members of ISM and the Association.

We will establish an active calling program that reach out to at least five new companies each month, to make them aware of ISM and the Association and the benefits of membership.

3. Supply management professionals and others who are not members of ISM and the Association and who may have some to no knowledge of ISM and the Association or its products and services.

For these supply management professionals and others we will build a mailing list to distribute: the annual program summary, special programs and invitations to become members of ISM and the Association.

These professionals will be part of the active calling program conducted in item 2.

4. For the two academic market segments, the Board will develop programs to expand our reach and involve the academic community both at the faculty and student levels. We will actively involve these potential members in the programs, and make them aware of ISM and the Association and the benefits of membership.

Marketing Budget and Controls

The Marketing Chairperson is responsible for the overall coordination of the marketing budget and for evaluating its effectiveness in terms of program impact.

Official

Recorded and Published

Katia Moraes
President
ISM-Southeast Michigan

Susan Peters.
Business Manager
ISM-Southeast Michigan

Business Plan Appendix 3

3 Year Finance Plan



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ISM-Southeast Michigan, INC.

FINANCIAL PLAN

2009-2011

2009	2010	2011
Dues Calculations		

	-	-	-
INCOME	\$ 2,009.00	\$ 2,010.00	\$ 2,011.00
Membership Dues	\$ 104,020.00	\$ 111,940.00	\$ 120,340.00
Golf Tournament	\$ -	\$ -	\$ -
Satellite Seminars	\$ 1,125.00	\$ 1,150.00	\$ 1,200.00
Seminars	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Transfer from Reserve Acct.	\$ -	\$ -	\$ -
Interest Savings	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Dinner Meeting Guests	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
CPSM Review Course	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00
Miscellaneous	\$ 150.00	\$ 150.00	\$ 150.00
TOTAL INCOME	\$ 124,195.00	\$ 132,140.00	\$ 140,590.00

\$ / yr Reg. Member	\$ 240	\$ 240	\$ 240
# Reg. Members	432	465	500
\$ / yr Assoc. Member	170	170	170
# assoc members	2	2	2

Tot. \$ reg.members	\$ 103,680	\$ 111,600	\$ 120,000

Tot. \$ assoc.members	\$ 340	\$ 340	\$ 340

TOTAL \$	\$ 104,020	\$ 111,940	\$ 120,340

EXPENSES			
Awards / General Office	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
Banking / Checks	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Board Meetings / Expenses	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Conference - ISM International	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00

ISM \$/yr Members	110	110	110
ISM Members	432	465	500
ISM Dues	\$ 41,580	\$ 44,756	\$ 48,125

Flowers / Gifts			
Golf Tournament	\$ -	\$ -	\$ -
Insurance	\$ 1,804.00	\$ 1,900.00	\$ 2,000.00
Leadership Training Workshop	\$ -	\$ -	\$ -
Management Fees	\$ 26,400.00	\$ 27,000.00	\$ 27,600.00
Special Events	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
ISM Member Dues	\$ 41,580.00	\$ 44,756.25	\$ 48,125.00
ISM Admin Fee	\$ 900.00	\$ 900.00	\$ 900.00
Dinner Meeting Food	\$ 18,900.00	\$ 19,530.00	\$ 20,160.00
Legal / Audit / Professional	\$ 3,400.00	\$ 3,400.00	\$ 3,400.00
Miscellaneous	\$ 395.00	\$ 395.00	\$ 395.00
Membership Drive			
Office Supplies	\$ 400.00	\$ 400.00	\$ 400.00
Telephone	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Printing	\$ 900.00	\$ 900.00	\$ 900.00
Office Equipment / Computer	\$ 2,000.00		
Internet Service	\$ 540.00	\$ 560.00	\$ 580.00
Website Hosting & Security	\$ 900.00	\$ 900.00	\$ 900.00
Software Website Development	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
PO Box Rental			
Postage	\$ 750.00	\$ 750.00	\$ 750.00
Public Relations			
Scholarship			
Seminars - Speakers	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Seminars - Room,Food,Equip.	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00
TOTAL EXPENSES	\$ 120,669.00	\$ 123,191.25	\$ 127,910.00
NET INCOME	\$ 3,526.00	\$ 8,948.75	\$ 12,680.00

Business Plan Appendix 4

Michigan Department of Labor
& Economic Growth

Industry Sector Analysis

Industry Sector Analysis

Growth, Core, and Competitive-Advantage Industries



Southeast Michigan

Macomb, Monroe, Oakland, St. Clair and Wayne Counties

**A Regional Profile
Prepared by:**

**Michigan Department of Labor & Economic Growth
Bureau of Labor Market Information and Strategic Initiatives**

Introduction

Information is a key to the creation of a 21st century workforce. Developing a successful regional strategy requires a clear understanding of the scope of the regional economy, as well as the ability to identify key industries or clusters of industries with real significance to the regional economy.

The Bureau of Labor Market Information & Strategic Initiatives within the Department of Labor & Economic Growth produces a substantial volume of data on local economies and regional labor markets. This profile provides information on current labor market economic indicators and key industries for the local region.

Current Labor Market Indicators and Industry Job Trends

Page 4 of the profile presents information on **Current Labor Market Indicators**. This table compares regional performance with state and national trends and includes the current jobless rate, per capita income, and the average weekly wage for private sector industries. The rate of change is calculated over the past two years for population and labor force as well as the growth rate for private industry jobs. Also provided in the table is the expected ten-year forecast growth rate for jobs in all industries. These indicators provide some of the necessary information to evaluate the overall performance of the regional economy as it compares to the state and national economy.

Industry Job Trends on Page 5 is a chart containing the two-year growth rate in employment for several major industry sectors. This allows a comparison of the pace of local job gains with Michigan, and quickly identifies local industry sectors with recent job gains or losses. **Industry Job Distribution**, a chart on Page 6, presents the percent distribution of jobs in each of the major industry sectors. This is important because the share of jobs by industry is a key determinant of overall income in a region. Large shares of jobs in high wage sectors will produce an above average income stream for a region. Additionally, these shares help demonstrate the diversity of a regional economy. The chart gives a quick identification of local industries with job shares above or below statewide averages.

Profile of Regional Industries

Various regional and national indicators were used to sort the local area's detailed industries into five distinct categories: growth, declining, core, developing, and competitive-advantage industries. A description of each element follows.

The table of **Growth Industries** presents regional industries with faster than average employment gains since 2004. The **Declining Industries** table lists regional industries with declining employment.

Core Industries identify industries with a higher share of jobs in the local economy than the same industry produces in the national economy. If a region has a greater than average share of jobs in a given industry, that industry may be a core sector because it is generating jobs above and beyond what is typically needed to support local needs. This makes a core industry important because it is often a base industry that brings income from outside the region, thus generating additional local jobs throughout other sectors. A core industry can also form the basis for a regional industry cluster, as suppliers and other

support service firms locate in the region because of its presence. One should note that a core industry does not necessarily record job growth. Although employment growth is an important variable to look at, regional strategies can be built around an industry of critical local importance, even if recent job trends have not been positive.

Developing Industries are defined as industries whose regional share of jobs is advancing faster than the average for that industry nationally. In other words, these industries locally are outpacing the nation in terms of job growth. A developing industry may represent an emerging sector with potential steady gains in regional importance.

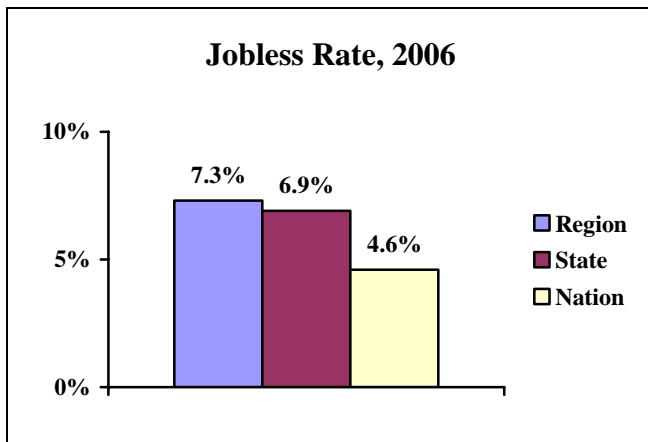
Competitive-Advantage Industries are especially attractive because they rank high in several important variables beneficial to the regional economy and its workforce. They have a high combined rank in wage, employment size, employment growth and competitive employment performance. The importance of competitive-advantage industries is clear; they represent a combination of good economic indicators; are likely to have a local employment performance above what would be expected from national trends, supply some jobs with positive wages, provide a reasonably high number of jobs locally, and may have a good growth trend.

For further information on the Southeast Michigan Region, please contact:

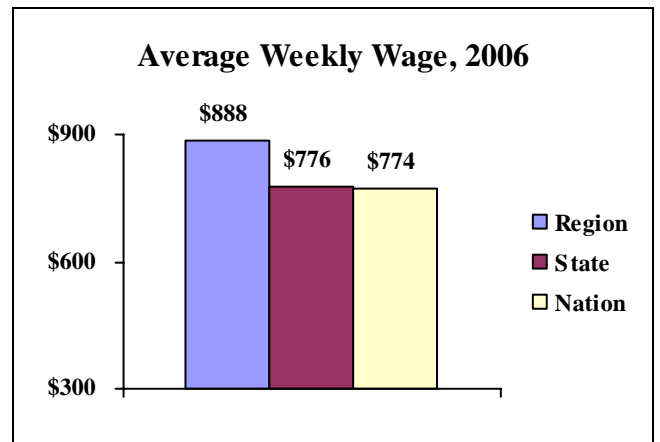
Bruce Weaver
Telephone (313) 456-3091
E-mail weaverB1@michigan.gov

CURRENT LABOR MARKET INDICATORS

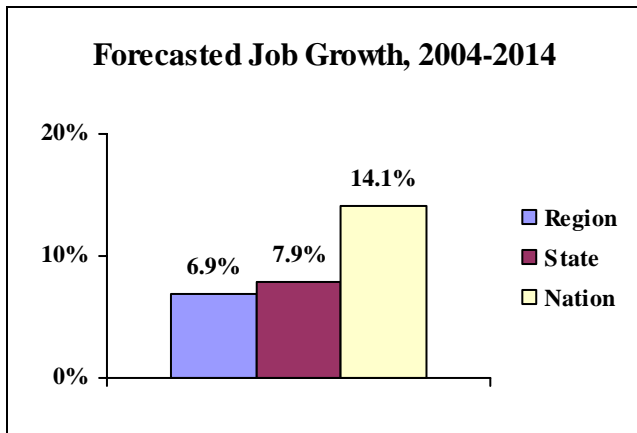
	Change (2004 to 2006)			Jobless Rate (2006)	Weekly Wage (2006)	Per Capita Income (2004)	Forecast Job Growth (2004-2014)
	Population	Labor Force	Industry Jobs				
Region	- 0.5%	- 1.0%	-1.6%	7.3%	\$888	\$36,646	+6.9%
State	0.0%	+0.6%	-1.2%	6.9%	\$776	\$32,079	+7.9%
Nation	+2.0%	+2.7%	+4.0%	4.6%	\$774	\$33,050	+14.1%



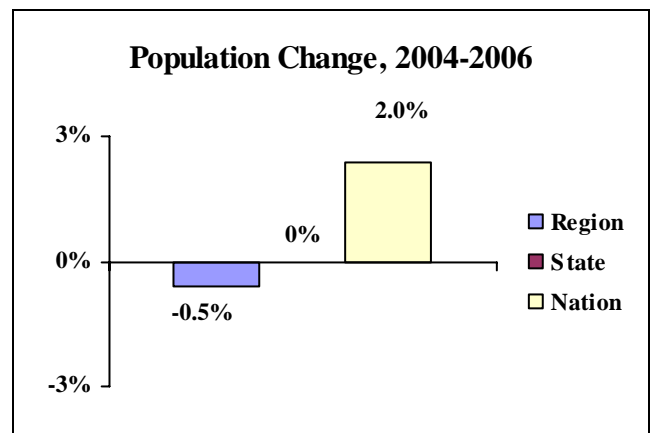
The region’s jobless rate was slightly higher than the state average. Contributing to this higher rate was continued job loss in manufacturing, construction, and retail; these industries represent a large share of the region’s private industry jobs.



Average weekly wages were approximately 14 percent higher in the region than statewide, primarily due to a larger concentration of jobs in higher paying automotive and related manufacturing industries.

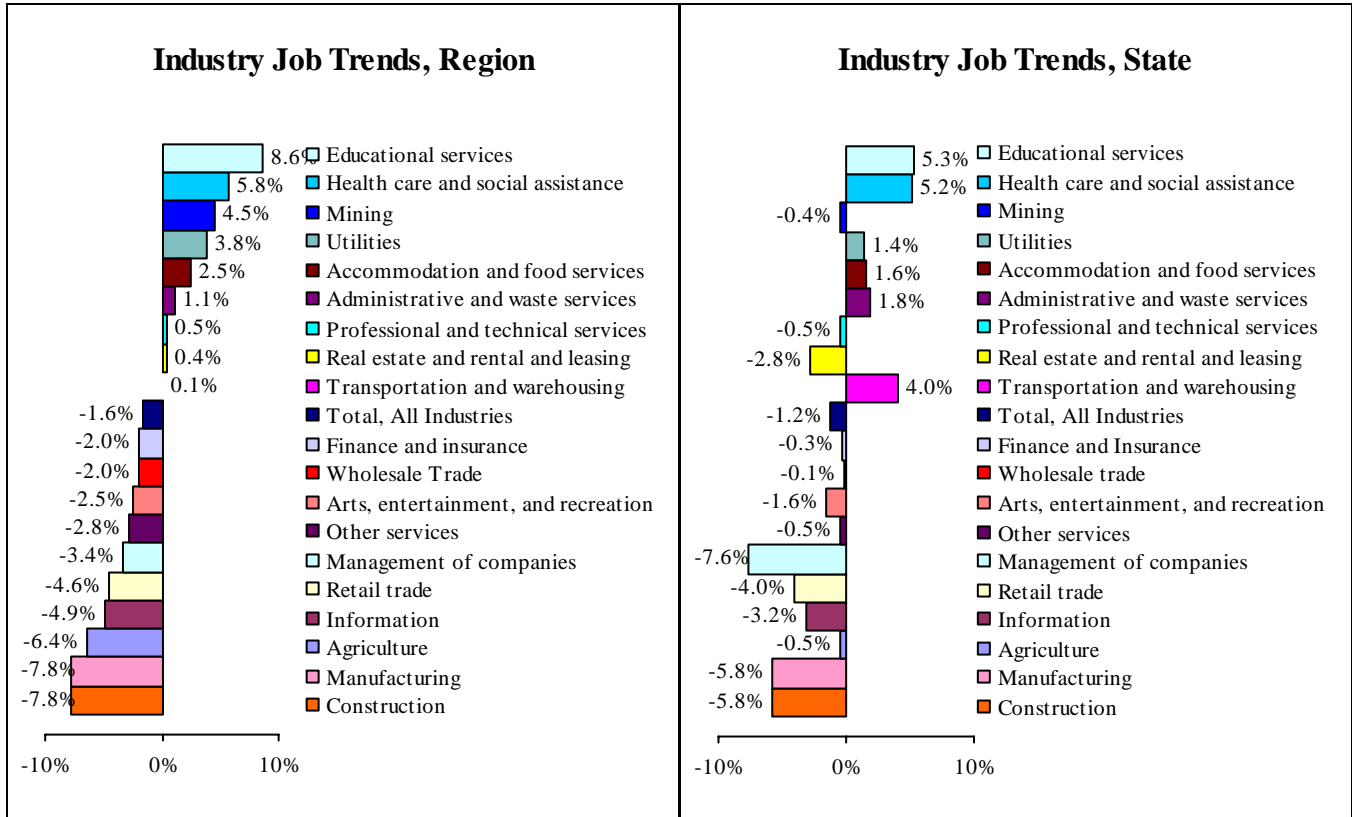


According to forecasts, regional job growth will be concentrated in professional and business services (+19 percent), education and health services (+11 percent), and leisure and hospitality (+11 percent). The manufacturing sector is expected to register an 11 percent job reduction from 2004-2014.



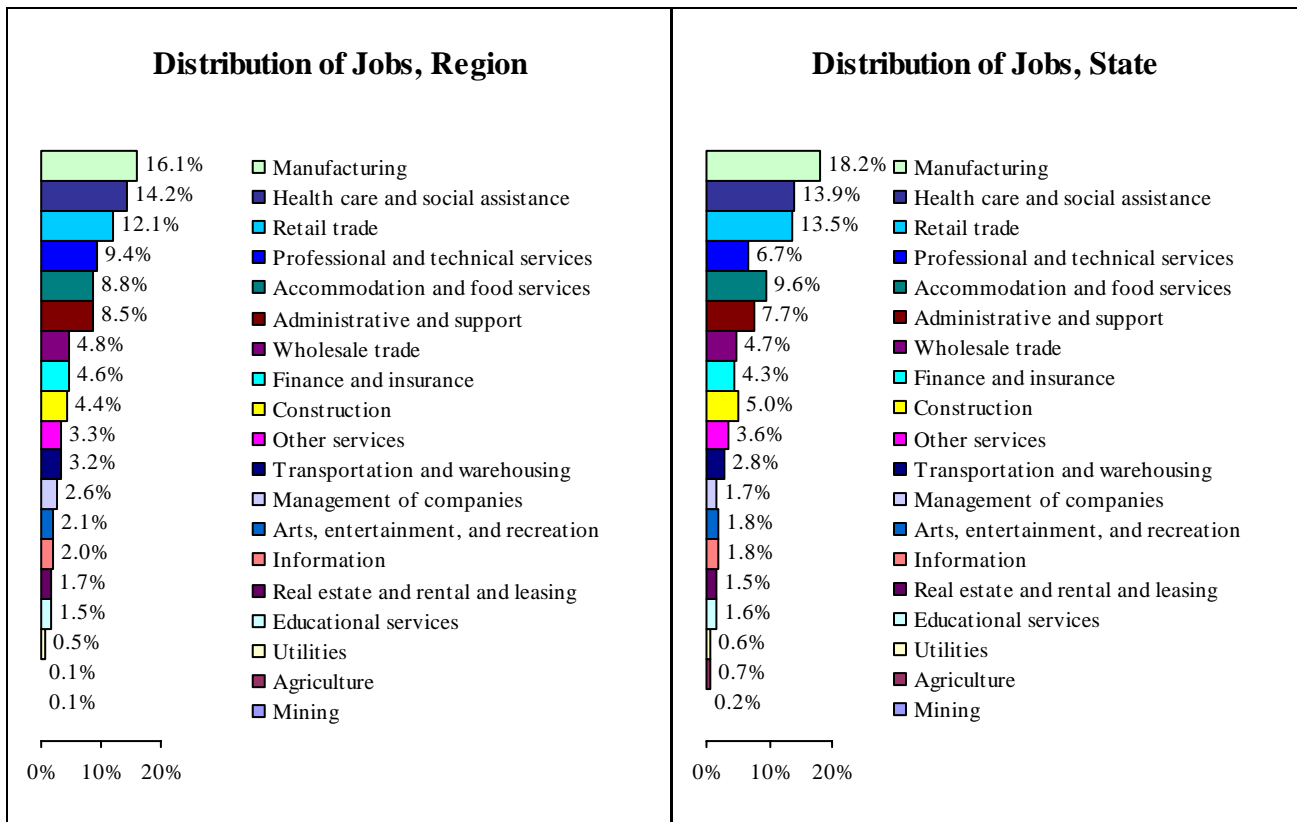
Even though some counties within the region experienced population gains as births exceeded deaths, the slight loss of population in Southeast Michigan can be attributed to out-migration as more individuals moved out of the area than moved in.

INDUSTRY JOB TRENDS (2004 –2006)



- Over the last two years, the total number of private payroll jobs in the Southeast Michigan Region declined by 26,800 or 1.6 percent. Between 2004 and 2006, statewide job losses totaled 42,700, a drop of 1.2 percent.
- *Manufacturing* jobs, primarily due to automotive and auto related declines, fell by nearly eight percent or 23,000 between 2004 and 2006. Approximately 85 percent of the total payroll employment decrease in the region was attributed to this sector.
- Between 2004 and 2006, a sluggish housing market, and decreased activity in residential and commercial building, led to an eight percent drop in *Construction* payrolls. Nearly 6,300 jobs were eliminated in this industrial sector.
- Even as total payroll jobs fell over the period, several industries in the region added jobs. Among industries with the largest growth rates were *Educational Services*, *Health Care and Social Assistance*, *Mining* and *Utilities*.
- The four industries adding the most new jobs over the period included *Health Care and Social Assistance* (+13,000 jobs), *Accommodations and Food Services* (+3,500), *Educational Services* (+2,000) and *Administrative and Waste Services* (+1,500).

INDUSTRY JOB DISTRIBUTION (2ND QUARTER 2006)



- In the Southeast Michigan Region, six major industrial sectors account for over 1.2 million or 69 percent of all private employment.
- The region’s industrial mix is representative of an economy that is still closely tied to manufacturing. Even though the region lost nearly 23,000 jobs (8.0 percent) in this sector between 2004 and 2006, manufacturing continues to provide the greatest number of jobs in the area.
- The statewide economy mirrors the Southeast Michigan Region, as the three industries providing the most employment are *Manufacturing*, *Health Care and Social Assistance* and *Retail Trade*. These three industries provide over 45 percent of all statewide private employment, compared with 42 percent of regional jobs.
- Jobs in the *Professional and Technical Services* sector make up a considerably higher proportion of total employment in the Southeast Michigan Region as compared to the state. Of the 159,000 regional jobs in this sector, (or 9.4 percent of total employment), a significant number of positions are centered in the architectural and engineering services industry and in computer systems design.
- Even though the total number of jobs in *Retail Trade* has decreased by over four percent between 2004 and 2006, the industry remains one of the major sectors in the region as it still provides over 12 percent of total payroll jobs.

PROFILE OF REGIONAL INDUSTRIES

Growth Industries (Regional industries with faster than average employment growth)

Industry	Jobs	Average Weekly Wage	Percent Change 2004-2006	
			Jobs	Weekly Wage
Educational Services	24,917	\$618	+8.6%	+4.2%
Truck Transportation	16,550	\$913	+8.3%	+3.2%
Support Activities for Transportation	8,733	\$670	+7.0%	-2.1%
Ambulatory Health Care Services	81,449	\$930	+6.9%	+6.4%
Nursing and Residential Care Facilities	38,893	\$475	+6.5%	+6.3%
Social Assistance	25,480	\$455	+5.5%	+4.7%
Health and Personal Care Stores	16,294	\$572	+5.0%	+7.4%
Hospitals	93,031	\$879	+4.5%	+6.9%
Membership Associations and Organization	19,573	\$565	+4.0%	+4.7%
Plastics and Rubber Products Manufacturing	14,286	\$814	+3.6%	-4.2%

Declining Industries (Regional industries with declining employment)

Industry	Jobs	Average Weekly Wage	Percent Change 2004-2006	
			Jobs	Weekly Wage
Transportation Equipment Manufacturing	125,716	\$1,459	-12.2%	+4.8%
Specialty Trade Contractors	51,914	\$928	-10.2%	+7.9%
Repair and Maintenance	17,256	\$684	-9.3%	+2.9%
Food and Beverage Stores	34,995	\$396	-9.2%	+7.5%
Motor Vehicle and Parts Dealers	24,279	\$853	-8.2%	+1.0%
Air Transportation	11,972	\$1,008	-7.9%	-22.8%
Publishing Industries, except Internet	12,453	\$1,357	-7.3%	+8.4%
Construction of Buildings	15,131	\$1,024	-6.8%	+6.8%
Miscellaneous Store Retailers	12,673	\$458	-6.6%	+7.6%
Insurance Carriers and Related Activities	25,843	\$1,127	-5.6%	+7.7%

Core Industries (Region has a higher share of jobs in this industry than nationally)

Industry	Jobs	Average Weekly Wage	Percent Change 2004-2006	
			Jobs	Weekly Wage
Transportation Equipment Manufacturing	125,716	\$1,459	-12.2%	+4.8%
Machinery Manufacturing	33,952	\$185	-1.9%	+7.7%
Air Transportation	11,972	\$1,008	-7.9%	-22.8%
Management of Companies and Enterprises	43,916	\$1,797	-3.4%	-2.2%
Fabricated Metal Product Manufacturing	36,037	\$894	-0.4%	+1.3%
Professional and Technical Services	158,936	\$1,379	+0.5%	+6.2%
Hospitals	93,031	\$879	+4.5%	+6.9%
Primary Metal Manufacturing	8,581	\$1,045	-3.5%	+12.6%
Amusements, Gambling and Recreation	26,356	\$418	-3.1%	+3.1%
Plastics and Rubber Products Manufacturing	14,286	\$814	+3.6%	-4.2%

Developing Industries (Region's share of jobs advancing faster than national average)

Industry	Jobs	Average Weekly Wage	Percent Change 2004-2006	
			Jobs	Weekly Wage
Utilities	8,104	\$1,586	+3.8%	+22.1%
Plastics and Rubber Products Manufacturing	14,286	\$814	+3.6%	-4.2%
Electronics and Appliance Stores	7,703	\$752	+12.6%	+9.2%
Hospitals	93,031	\$879	+4.5%	+6.9%
Health and Personal Care Stores	16,294	\$572	+5.0%	+7.4%
Membership Associations and Organization	19,573	\$565	+4.0%	+4.7%
Securities, Commodity Contracts, Investments	6,591	\$1,837	+18.1%	+9.5%
Truck Transportation	16,550	\$913	+8.3%	+3.2%
Heavy and Civil Engineering Construction	7,173	\$1,234	+11.3%	+15.0%
Food Services and Drinking Places	137,454	\$252	+2.9%	+3.0%

Competitive-Advantage Industries (Regional industries with a favorable combination of wage, employment change, and competitive employment performance vs. national trends)

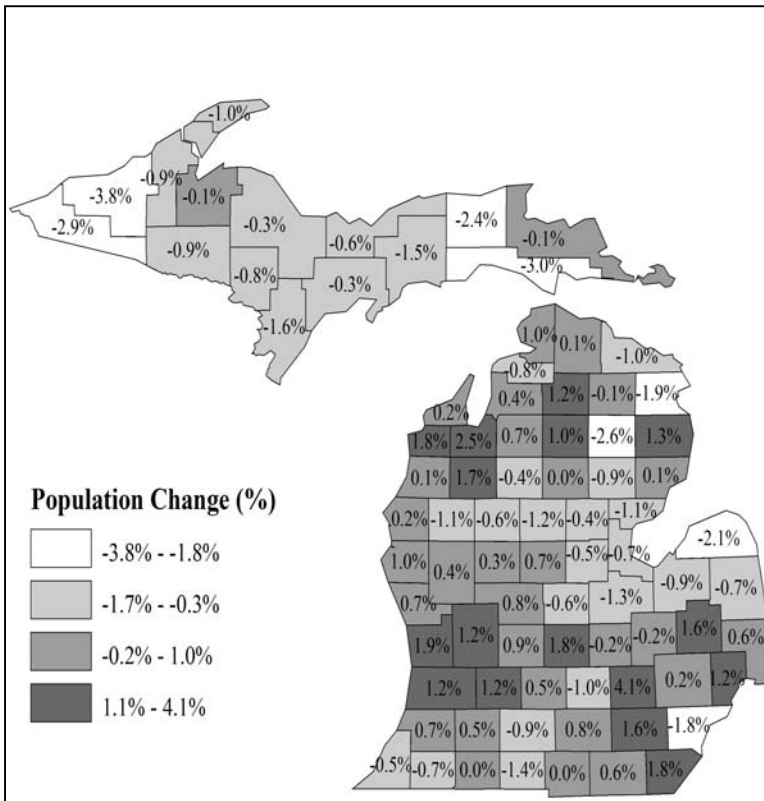
Industry	Jobs	Average Weekly Wage	Percent Change 2004-2006	
			Jobs	Weekly Wage
Hospitals	93,031	\$879	+4.5%	+6.9%
Truck Transportation	16,550	\$913	+8.3%	+3.2%
Educational Services	24,917	\$618	+8.6%	+4.2%
Nursing and Residential Care Facilities	38,893	\$475	+6.5%	+6.3%
Ambulatory Health Care Services	81,449	\$930	+6.9%	+6.4%
Plastics and Rubber Products Manufacturing	14,286	\$814	+3.6%	-4.2%
Membership Associations and Organization	19,573	\$565	+4.0%	+4.7%
Telecommunications	11,435	\$1,090	-3.6%	-1.5%
Health and Personal Care Stores	16,294	\$572	+5.0%	+7.4%
Professional and Technical Services	158,936	\$1,379	+0.5%	+6.2%
Support Activities for Transportation	8,733	\$670	+7.0%	-2.1%
Social Assistance	25,480	\$455	+5.5%	+4.7%

- In the Southeast Michigan Region, health care industries dominated the list of growth industries. *Ambulatory Health Care Services, Nursing and Residential Care Facilities, Health and Personal Care Stores* and *Hospitals* combined to account for approximately 230,000 jobs in 2006, an increase of 12,500 or six percent. Many regional health care systems have announced plans to hire additional staff, primarily registered nurses, allied health professionals, and health technicians, to address existing job vacancies and to staff facility expansion projects.
- The Detroit-Windsor border is one of the major international trade corridors in the country and is one of the reasons for the considerable growth in *Truck Transportation* and *Support Activities for Transportation*. Both industry sectors added significant numbers of jobs over the period and rose by 8.3 and 7.0 percent, respectively.
- As expected, *Transportation Equipment Manufacturing* led the list of industries with job decline. Over 17,000 jobs were lost in the Southeast Michigan Region in the last two years. *Specialty Trade Contractors* was another industrial sector that showed double-digit job losses due primarily to the stagnant housing market in the region.
- *Publishing industries, except Internet* in the Southeast Michigan Region registered a seven percent decline as Detroit's two large newspapers went through with a major change in ownership in 2005. MediaNews Group located in Denver, purchased the Detroit News.

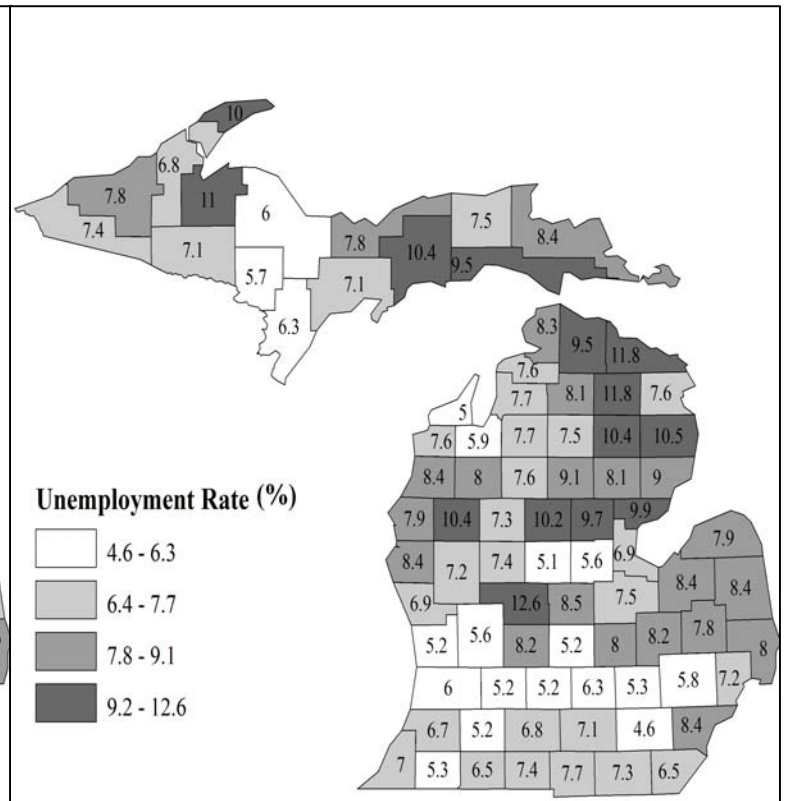
- Three of the top five core industries in Southeast Michigan were manufacturing and automotive related. In addition to *Transportation Equipment Manufacturing*, the core industries of *Machinery Manufacturing* and *Fabricated Metal Product Manufacturing* highlight the region's continued dependence on the automotive industry for income and jobs.
- The impact of the auto industry is seen even beyond manufacturing. The automotive industry has a major impact on both the *Management of Companies and Enterprises* and *Professional and Technical Services* sectors. For example, many of the jobs generated by the engineering, computer, technical and research divisions in the auto industry are classified in *Professional and Technical Services*, which is a competitive-advantage industry. In fact, approximately 15 percent of regional jobs in the *Professional and Technical Services* sector are directly employed by major automotive manufacturers.
- Even though the number of jobs has increased marginally in the *Professional and Technical Services* sector between 2004 and 2006, some detailed industries within the sector have done considerably better than others. *Management, Scientific and Technical Consulting Services* and *Accounting, Tax Preparation and Payroll Services* have both grown by over five percent over this period.
- Although *Telecommunications* has shown a slight decline in employment between 2004 and 2006, it is still a competitive-advantage industry due to the high wages paid to employees, and its employment performance versus national trends. Comcast, AT&T and Verizon Wireless all have announced plans to increase employment levels in the short-term to meet the growing needs of their customers.
- Between 2004 and 2006, the *Educational Services* industry has become a competitive-advantage industry due to its favorable employment growth rate (+8.3 percent) and competitive job performance compared with national trends. The nearly 2,000 additional jobs generated were concentrated primarily in private K-12 schools.

APPENDIX I: MAPPING ECONOMIC TRENDS

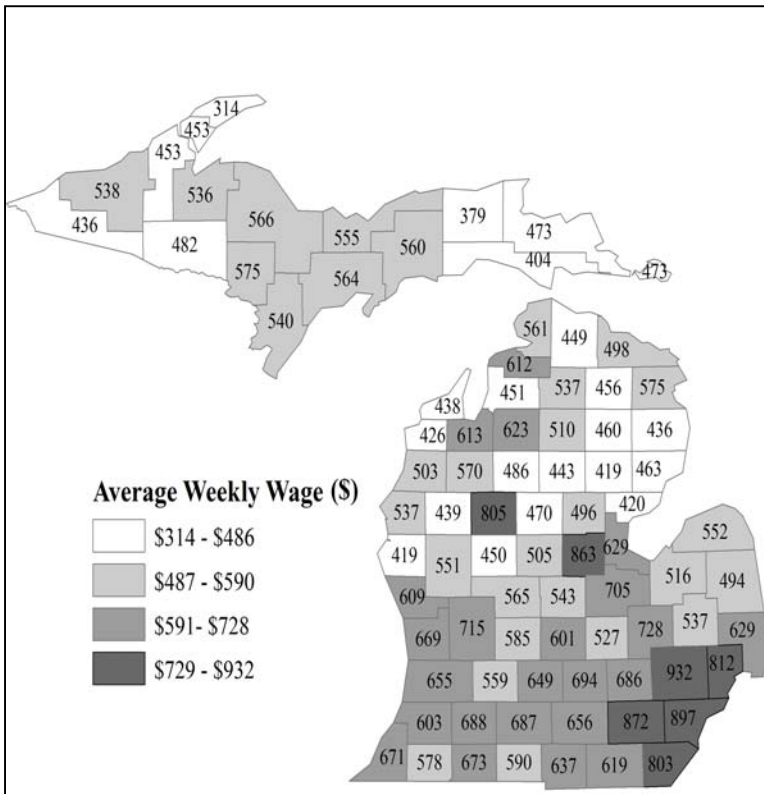
Map 1: Change in Population, 2004-2006



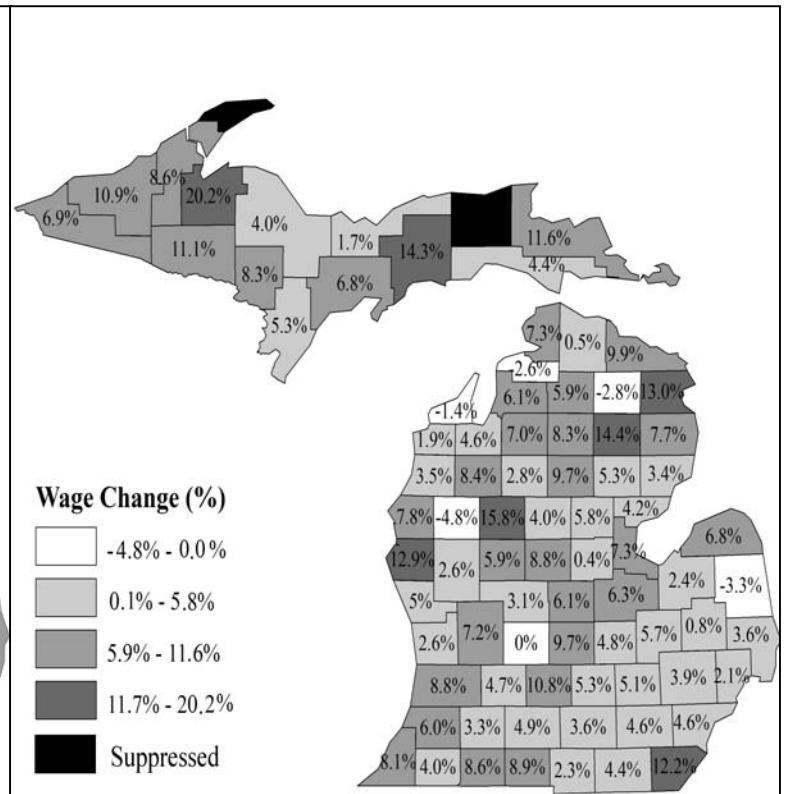
Map 2: Unemployment Rate, Average 2006



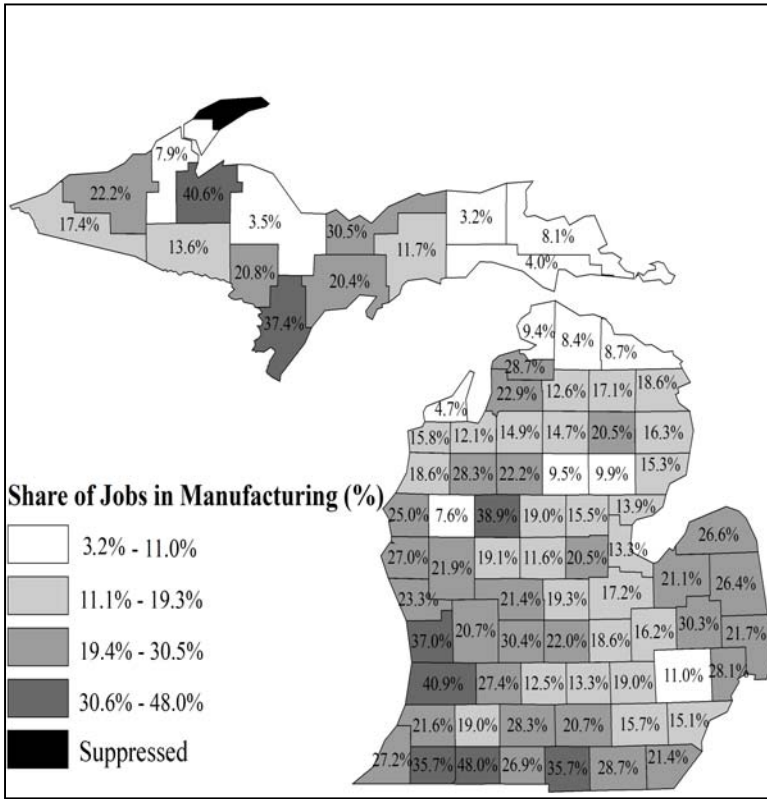
Map 3: Average Weekly Wage, 2006



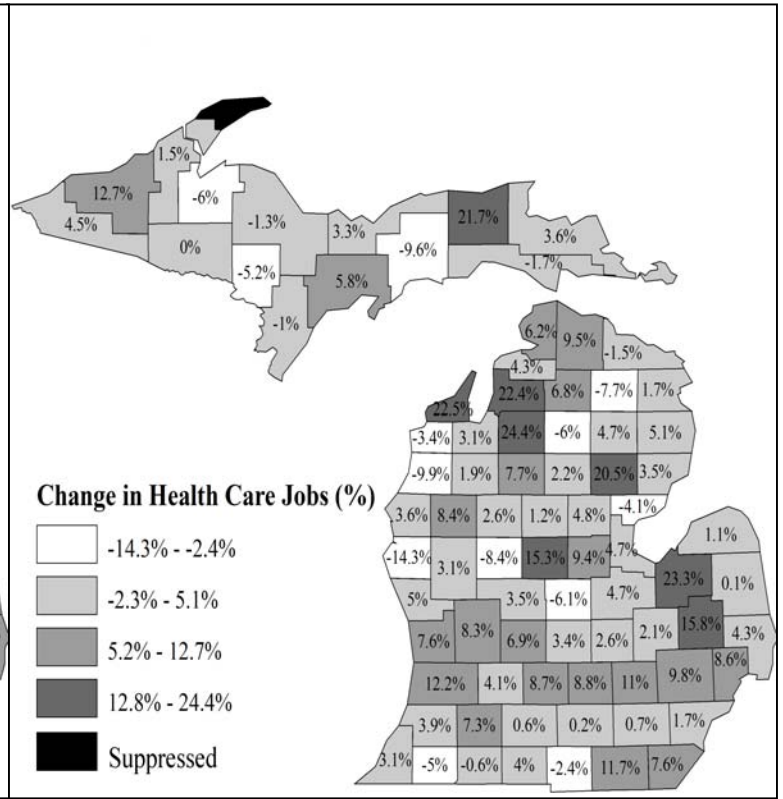
Map 4: Change in Avg. Weekly Wage, 2004 - 2006



Map 5: Percentage of Total Private Jobs in the Manufacturing Sector, 2006



Map 6: Change in Private Health Care & Social Assistance Sector Jobs, 2004 to 2006



Map Created by:
Michigan Department of Labor & Economic Growth
Bureau of Labor Market Information and Strategic Initiatives



Section 9

**CERTIFICATE OF AMENDMENT TO THE
ARTICLES OF INCORPORATION**

Application form to the State of Michigan to
legally change the affiliate name
from NAPM Metro Detroit
to ISM — Southeast Michigan

**MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH
BUREAU OF COMMERCIAL SERVICES**

Date Received

(FOR BUREAU USE ONLY)

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Name

Address

City

State

ZIP Code



Document will be returned to the name and address you enter above.
If left blank document will be mailed to the registered office.



EFFECTIVE DATE:

CERTIFICATE OF AMENDMENT TO THE ARTICLES OF INCORPORATION

For use by Domestic Profit and Nonprofit Corporations

(Please read information and instructions on the last page)

Pursuant to the provisions of Act 284, Public Acts of 1972, (profit corporations), or Act 162, Public Acts of 1982 (nonprofit corporations), the undersigned corporation executes the following Certificate:

1. The present name of the corporation is:

2. The identification number assigned by the Bureau is:

3. Article _____ of the Articles of Incorporation is hereby amended to read as follows:

COMPLETE ONLY ONE OF THE FOLLOWING:

4. Profit or Nonprofit Corporation: For amendments adopted by unanimous consent of incorporators before the first meeting of the board of directors or trustees.

The foregoing amendment to the Articles of Incorporation was duly adopted on the _____ day of _____, _____, in accordance with the provisions of the Act by the unanimous consent of the incorporator(s) before the first meeting of the Board of Directors or Trustees.

Signed this _____ day of _____, _____

(Signature)

(Signature)

(Type or Print Name)

(Type or Print Name)

(Signature)

(Signature)

(Type or Print Name)

(Type or Print Name)

5. Profit Corporation Only: Shareholder or Board Approval

The foregoing amendment to the Articles of Incorporation proposed by the board was duly adopted on the _____ day of _____, _____, by the: (check one of the following)

- shareholders at a meeting in accordance with Section 611(3) of the Act.
- written consent of the shareholders having not less than the minimum number of votes required by statute in accordance with Section 407(1) of the Act. Written notice to shareholders who have not consented in writing has been given. (Note: Written consent by less than all of the shareholders is permitted only if such provision appears in the Articles of Incorporation.)
- written consent of all the shareholders entitled to vote in accordance with Section 407(2) of the Act.
- board of a profit corporation pursuant to section 611(2) of the Act.

Profit Corporations and Professional Service Corporations

Signed this _____ day of _____, _____

By _____
(Signature of an authorized officer or agent)

(Type or Print Name)

6. Nonprofit corporation only: Member, shareholder, or board approval

The foregoing amendment to the Articles of Incorporation was duly adopted on the _____ day of _____, _____ by the (check one of the following)

Member or shareholder approval for nonprofit corporations organized on a membership or share basis

- members or shareholders at a meeting in accordance with Section 611(2) of the Act.
- written consent of the members or shareholders having not less than the minimum number of votes required by statute in accordance with Section 407(1) and (2) of the Act. Written notice to members or shareholders who have not consented in writing has been given. (Note: Written consent by less than all of the members or shareholders is permitted only if such provision appears in the Articles of Incorporation.)
- written consent of all the members or shareholders entitled to vote in accordance with section 407(3) of the Act.

Directors (Only if the Articles state that the corporation is organized on a directorship basis)

- directors at a meeting in accordance with Section 611(2) of the Act.
- written consent of all directors pursuant to Section 525 of the Act.

<p>Nonprofit Corporations</p> <p>Signed this _____ day of _____, _____</p> <p>By _____ (Signature of President, Vice-President, Chairperson or Vice-Chairperson)</p> <p>_____ (Type or Print Name) (Type or Print Title)</p>	
--	--

Name of person or organization remitting fees:

Preparer's name and business telephone number:

()

INFORMATION AND INSTRUCTIONS

1. This form may be used to draft your Certificate of Amendment to the Articles of Incorporation. A document required or permitted to be filed under the act cannot be filed unless it contains the minimum information required by the act. The format provided contains only the minimal information required to make the document fileable and may not meet your needs. This is a legal document and agency staff cannot provide legal advice.
2. Submit one original of this document. Upon filing, the document will be added to the records of the Bureau of Commercial Services. The original will be returned to your registered office address, unless you enter a different address in the box on the front of this document.

Since the document will be maintained on electronic format, it is important that the filing be legible. Documents with poor black and white contrast, or otherwise illegible, will be rejected.
3. This Certificate is to be used pursuant to the provisions of section 631 of Act 284, P.A. of 1972, or Act 162, P.A. of 1982, for the purpose of amending the Articles of Incorporation of a domestic profit corporation or nonprofit corporation. Do not use this form for restated articles.
4. Item 2 - Enter the identification number previously assigned by the Bureau. If this number is unknown, leave it blank.
5. Item 3 - The article(s) being amended must be set forth in its entirety. However, if the article being amended is divided into separately identifiable sections, only the sections being amended need be included.
6. If the amendment changes the term of existence to other than perpetual, all nonprofit corporations except churches must obtain a consent to dissolution, or a written statement that the consent is not required, from the Michigan Attorney General, Consumer Protection and Charitable Trusts Division, P.O. Box 30214, Lansing, MI 48909, (517) 373-1152. Application for the consent should be made at least 45 days before the desired effective date of the dissolution. This certificate cannot be filed unless it is accompanied by the consent or written statement.
7. This document is effective on the date endorsed "filed" by the Bureau. A later effective date, no more than 90 days after the date of delivery, may be stated as an additional article.
8. **Signatures:**
 - Profit Corporations:** (Complete either Item 4 or Item 5)
 - 1) Item 4 must be signed by at least a majority of the Incorporators listed in the Articles of Incorporation.
 - 2) Item 5 must be signed by an authorized officer or agent of the corporation.
 - Nonprofit Corporations:** (Complete either Item 4 or Item 6)
 - 1) Item 4 must be signed by all of the incorporators listed in the Article of Incorporation.
 - 2) Item 6 must be signed by either the president, vice-president, chairperson or vice-chairperson.
9. FEES: Make remittance payable to the State of Michigan. Include corporation name and identification number on check or money order.

NONREFUNDABLE FEE: \$10.00

ADDITIONAL FEES DUE FOR INCREASED AUTHORIZED SHARES OF PROFIT CORPORATIONS ARE:

<u>Amount of Increase</u>	<u>Fee</u>
1-60,000	\$50.00
60,001-1,000,000	\$100.00
1,000,001-5,000,000	\$300.00
5,000,001-10,000,000	\$500.00
More than 10,000,000	\$500.00 for first 10,000,000 plus \$1000.00 for each additional 10,000,000, or portion thereof

To submit by mail:

Michigan Department of Labor & Economic Growth
Bureau of Commercial Services - Corporation Division
P.O. Box 30054
Lansing, MI 48909

To submit in person:

2501 Woodlake Circle
Okemos, MI
Telephone: (517) 241-6470

Fees may be paid by VISA or Mastercard when delivered in person to our office.

MICH-ELF (Michigan Electronic Filing System):

First Time Users: Call (517) 241-6470, or visit our website at <http://www.michigan.gov/corporations>
Customer with MICH-ELF Filer Account: Send document to (517) 636-6437

The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

New expedited services beginning January 1, 2006.

Expedited review and filing, if fileable, is available for all documents for profit corporations, limited liability companies, limited partnerships and nonprofit corporations.

The expedited service fees are in addition to the regular fees applicable to the specific document:

Please complete a separate BCS/CD-272 form for expedited service for each document via in person, mail and MICH-ELF.

24-hour service- \$50 for formation documents and applications for certificate of authority.

24-hour service-\$100 for any document concerning an existing entity.

Same day service

- **Same day- \$100 for formation documents and applications for certificate of authority.**

Same day- \$200 for any document concerning an existing entity

Review completed on day of receipt. Document and request for same day expedited service must be received by 1 p.m. EST or EDT.

- **Two hour- \$500**

Review completed within two hours on day of receipt. Document and request for two hour expedited service must be received by 3 p.m. EST or EDT.

- **One hour- \$1000**

Review completed within one hour on day of receipt. Document and request for 1 hour expedited must be received by 4 p.m. EST or EDT.

First time MICH-ELF user requesting expedited service must obtain a MICH-ELF filer number prior to submitting a document for expedited service. BCS/CD-901

Changes to information on MICH-ELF user's account must be submitted before requesting expedited service. BCS/CD-901

Exhibit 1

ISM Southeast Michigan

Membership Roster

As of 12-18-2009

Membership Type	Customer Id	First Name	Mid	Last Name	suffix	Company Name	Primary Job Title
Academic	278030	Ravi	M	Anupindi		Ross Chool of Business	Associate Professor
Academic	64357	Timothy	W	Butler		Wayne State Univ	Assoc Prof
Academic	82124	Thomas	J	Callahan		Univ of Michigan	Assoc Prof
Academic	178476	Wayne	D	Clafin		St. Clair County Comm Coll	Instructor
Academic	143772	Roman		Kapuscinski		Univ of Michigan	Asst Proff
Academic	139661	Sandra	K	Krug		Baker College	Prof Mgmt & Leadership
Academic	180263	Andrew		Lonyo		Macomb Community College	Prof
Academic	84044	Dawn	H	Pearcy		Eastern Michigan Univ	Asst Prof
Academic	217555	Robert	J	Williams		Eastern Michigan Univ	
Associate		Anne		Strieter	C.P.M.	Washtenaw County	
Associate		Crystal	A	Wake	C.P.M.	Washtenaw County Purchasing	Buyer
Guest		Shannon		Amway		Kelly Services	
Guest		Sue		Bettcher		Guest	
Guest		Jeff		Bodkin		Guest	
Guest		Christopher		Fleming		Guest	
Guest		Frank		Gacioch		Strategic Recruiting Solutions	
Guest		Kemp		Gillis		Pulte Homes	Supply Chain Manager
Guest		Heather		Hastings		Guest	
Guest		George		Janda		Guest	
Guest		Deborah		Kalp		Guest Speaker	
Guest		Paula		King		Guest	
Guest		Cathy		Kowalsky		Blue Cross Blue Shield	
Guest		PFC		Kramer		Guest	
Guest		Steve		LaMarra		Excelda Mfg	
Guest		Jack		Lark		Guest	
Guest		Dr. Brian		Long	C.P.M.	Guest Speaker	
Guest		Brian		Love		Guest	
Guest		Ann		Macrino		Delphi	
Guest		Gayle		Muehl		Guest	
Guest	147894	Lisa	M	Pointer	A.P.P.	Guest	
Guest		Terry		Pointer		Guest	
Guest	169529	Trevor	R	Rajala		Excelda Mfg	Purch Spec
Guest		Michael		Sherman		Guest	
Guest		Brett		Sigurdson		Plastipak Packaging Inc	Supply Chain Strategist
Guest		Dawn		Sims		Guest	
Guest		Amy		Trom		Guest	

Guest		Karen		Werth		Guest New Horizons	
Guest		Taj		Woods		Kelly Services	
Guest		Julie		Wulff	C.P.M.	Guest Speaker	
Guest		Laurie		Young		Guest Speaker	
LIFE	215901	John	F	Anderson	C.P.M.		
LIFE	202240	Forentine		Bevans			
LIFE	182049	John	R	Boor	C.P.M.	Meritor Automotive	Commodity Mgr
LIFE	219052	Robert	M	Brown	C.P.M.		
LIFE	176221	Edward	P	Callahan	C.P.M.	TRW Inc	Div Mgr of Procurment
LIFE	205520	Millard	C	Cameron	C.P.M.		
LIFE	177320	Robert	C	Carson	C.P.M.		
LIFE	218204	Edward	J	Connelly	C.P.M.		
LIFE		Job Bank		Guest			
LIFE	181444	F	A	Lesters		Edward C Levy Co	
LIFE	184252	Jo Ann		Mayer			
LIFE	179673	Betty	H	McDonald	C.P.M.		
LIFE	192226	Bonny		McLeod	C.P.M.		
LIFE	186524	Warren		Merz	C.P.M., A.P.P.	Ford Motor Co	Supply Manager
LIFE		guest		napmmd			
LIFE	217641	William	F	Ruzicka	C.P.M.		
LIFE	177321	Mary Anne	J	Scott		Economy Machine & Welding Co	
LIFE	184697	Paul	C	Shoup	C.P.M., A.P.P.		
LIFE	181672	Patrick		Torossian	C.P.M.	Lifetime Member	
LIFE	65961	Curtis	W	Van De Mark		TRW VSSI	Sr Buyer
LIFE	188264	Robert	H	Voulemenous	C.P.M.	EDS Global Purch Group	
Regular	134287	Domenico		Agosta		Brass Craft	Sr Corp Buyer
Regular	150352	Julie	A	Albring	C.P.M.	Daimler Chrysler Svcs	Proc Spec
Regular	59118	Frank	E	Aldridge		DTE Energy	Purch Mgr
Regular	176217	Don	P	Alessi	C.P.M.	Comerica Inc	VP Minority Bus Dev Coord
Regular	177721	Lawrence	E	Alexander		Comcast Cable Communications	Director, Purchasing & Logistics
Regular		Gary	S	Allen		Plastipak Packaging Inc	Supplier Development
Regular		Todd		Alverson			
Regular	302229	Kimberly		Ammerman			
Regular	57285	Colin	T	Anderson		Univ of Michigan	Sr Purch Agent
Regular	67357	Anna Marie	I	Andrew	C.P.M., A.P.P.	Oakland Schools	Construction Contracting Officer

Regular	41527	Kristopher	K	Andrew	C.P.M., A.P.P.	Toyota Technical Ctr USA	Group Leader Cost Mgmt & Proc
Regular	135323	Mark	D	Andrews		Acument Global Technologies, Inc	Vicer President Supply Chain
Regular	101987	Hartley		Anglin		Torca Products	Consultant
Regular		Natalie	R	Antos		Kelly Services, Inc	Buyer
Regular	188407	Mark	S	Arnold		Hayes Lemmerz Intl	Dir Matls
Regular	87272	John	W	Arrowsmith		Federal Mogul	Purch Mgr
Regular		Deborah		Ashford		Detroit Public Schools	Director
Regular		Erez		Azaria		Ariba	Senior Consultant
Regular	122486	Thomas	M	Babineau		BorgWarner Torq Transfer Sys	VP of Global Supply Mgmt
Regular	139431	John	A	Bacyinski		Domtar Industries	Purch Mgr
Regular	47687	Sandra	L	Barkman	C.P.M.	Univ of Michigan	Sr Proc Agent
Regular	206543	David	M	Basierbe	C.P.M.	Mubea	Sr Buyer
Regular		Cari	M	Beach		Mahle Clevit Ince	Buyer I
Regular	123821	Todd	D	Beacom		Anchor Danly	Corp Purch Mgr
Regular	162217	Keith	S	Bentler		Ogura Corp	Purch Mgr
Regular		William	B	Berghoff		Irvin Automotive	Director of Purchasing
Regular	14399	John	J	Bertrand			
Regular	303401	Denise	R	Besley		Severstal NA	Raw Materials/Refractories/Scrap Buyer
Regular	151744	Vimi	K	Beyer		Unisys Corp	Cmdty Mgr
Regular		Anthony	M	Bezzina		Moeller Mfg	Purchasing Manager
Regular		James	D	Binder		Handleman Co	Purchasing Agent
Regular		Mark		Bjedov		The Smart Cube, Inc.	Managing Director
Regular	117464	Stephen	M	Black		Key Plastics	Corp Purch Mgr Capital Equipment and Tooling
Regular	76924	Kelly	L	Bladzik	C.P.M.	Optrex America Inc	Matl Purch Mgr
Regular	66834	Ronald	F	Blauet		JAC Prod Inc	Corporate Purchasing Manager
Regular		Christopher	D	Booth		MAHLE Clevite Inc.	Buyer I
Regular	303402	Phil	W	Borgne		Atica Hydraulic	Purchasing/Inventory Contro
Regular	95441	James	M	Borkowski	C.P.M.,	Blue Cross Blue Shield	Buyer
Regular		Michele	M	Bou-Fakreddine		Chrysler LL	Program Manager
Regular	305772	Carole		Bournias		Cagill	Buyer
Regular	173047	Barbara	G	Bradford		Kelly Svcs Inc	Purch Mgr
Regular	6538	Paul	P	Branoff	C.P.M.	Grammer Industries Inc	Reg Purch Mgr N
Regular		Ann	M	Braun		Irvin Automotive	Buyer
Regular	203720	Michelle	L	Bronstein		Intier Automotive	Purch Mgr
Regular	194757	David	W	Brooks	C.P.M.	Cequent Towing Products	Dir of Proc
Regular	47194	Jeffrey	A	Brown		Integrated Strategies Inc	Sourcing Mgmt Consultant

Regular		David	K	Brown		Credit Acceptance	Purchasing Agent
Regular	79497	Michael	R	Bryson	C.P.M.	Blue Cross Blue Shield	Asst Buyer
Regular	97185	Mary		Burd	C.P.M.	TRW Automotive	MRO/Capital Commodity Mgr
Regular	66833	Ruth	E	Burdine	C.P.M.	Cooper Standard Automotive	Assoc Buyer
Regular	26595	Laura	L	Cain	C.P.M.	LA-Z-Boy Inc	Dir of Operations
Regular	76065	Viki	L	Campbell		L&L Products	Purch Asst
Regular		Sean	L	Carlson		Blue Cross Blue Shield of MI	Director
Regular	280837	Michael	J	Carrier			
Regular		Veronica	A	Caston-Frost	C.P.M., CPPO	Wayne County Airport Authority	Solicitation Manager Procurement Administrator - Health Services
Regular	10833	Horst	G	Cawi	C.P.M.	Blue Cross Blue Shield	
Regular	119861	Delores	C	Chase	C.P.M.	Blue Cross Blue Shield	Proc Spec
Regular	249012	Jie		Chen		ADR North America LLC	Sr Consultant
Regular	37805	Carol	E	Chiodo		Irvin Automotive Prod Inc	Buyer
Regular	216373	Kenneth	R	Choops		Triad Services Group	Purch Mgr
Regular	251642	Steve		Cira		NSK Steering Sys America	Sr Buyer
Regular	40366	Stephen	R	Claerhout		Eaton Corp	Sr Commodity Specialist--Metals
Regular	107216	Leigh	A	Clark		Comcast	Purch Agent
Regular		Jill	M	Close		Mac Arthur Corporation	Vice President of Quality
Regular	224593	Steven	D	Collins	C.P.M.	Kelly Services	Purchasing Manager
Regular		Oreese		Collins, Jr		Detroit Public Schools	Executive Director
Regular	131436	Arthur	D	Conniff		W Industries	Purch Agent Purchasing Manager-Supplier Development
Regular		Mark	A	Connor		Keiper LLC	
Regular		Jason	M	Cooperman		Reed City Powerline Supply	Buyer
Regular	284972	Jennifer		Cormack		EPI Printing	
Regular		Mike		Cotton		U.S. Manufacturing	Director Supply Chain Management
Regular	313057	Michael		Coughran			
Regular	110923	Melissa	S	Countryman	C.P.M.		
Regular	24334	Cecil	J	Croswell		Durr Ind Inc	Purch Mgr
Regular		Denise		Crump		SPX Corporation NA	Buyer II
Regular	196728	John	W	Daniele	C.P.M.	US Army Tank Automotive	Sr Proc Analyst
Regular	154751	James		Daniska	C.P.M.	Paperworks Inc	Purchasing Manger
Regular	95439	Robert	A	Darnell	A.P.P.	Blue Cross Blue Shield	Buyer
Regular	213810	Thelma	D	Darvill		Morrell Inc	Buyer
Regular	85495	Tamara	S	Davidson		MacDermid Inc	Purch Mgr
Regular	107215	Tawnya	L	Davis		Comcast	Div Buyer

Regular	48984	Lynne	L	Davis	C.P.M.	Unified Industries Inc	Purch Agent
Regular	24632	Pamela	A	Davy		Dedoes Ind	Purch Sup
Regular	145271	Thomas	E	Dawson		Kelly Svcs Inc	Sr Purch Mgr
Regular		Gloria	L	Day		Recaro	Purchasing Manager
Regular		Sandy		Deale		Exotic Automation & Supply	Systems Manager
Regular	49426	Jeanne	M	Deinzer		Natl Galvanizing LP	Purch Agent
Regular	114955	Bryan	A	Demankowski		Henkel	Purch Agent
Regular	77270	Cecelia	A	DePeel	C.P.M.	Asahi Kasei Plastics NA Inc	Purch Spv
Regular	199803	Robert	G	Devault	C.P.M.	Washtenaw County	Purch Mgr
Regular		Jason	P	Devitt		Exotic Automation	Purchasing Supervisor
Regular	152410	George		Diaz		Kostal	Senior Buyer
Regular		Yolanda		Dickerson		Robert Half International	Divison Director
Regular	154790	Kathy	L	Dickson	C.P.M.	WW Grainger	Customer Service Agent
Regular	124999	Ralph	W	Dingle	C.P.M.	Marketing Displays Intl	Buyer
Regular		Richard	E	Dirksen		Irvin Automotive	Buyer
Regular	198384	Kenneth	E	Doherty	C.P.M., A.P.P.	Wayne State Univ	Assoc Purch Dir
Regular		Victor		Dombrowski	A.P.P.	Mueller Industries	Purchasing Manager
Regular	307035	Kimberly		Doyle			Project Manager
Regular	157809	Derek	C	Dryden		Acument Global Technologies	Sr. Buyer Raw Materials
Regular	229443	Michelle		Duda		Eaton Corp	
Regular	111397	Joseph	R	Dudak	C.P.M.	Intl Transmission Co	VP Resource and Asset
Regular	89106	Gary	R	Duncan		Detroit Medical Center	Corp Dir of Supply Chain Initiatives
Regular	69082	Rebecca	A	Dunlavy	C.P.M.	Univ of Michigan	Sr Purch Agent
Regular	19175	Donna	L	Dunsmore	C.P.M.	TRW VSSI	Sr Buyer
Regular	200528	Theodore	H	Eisenhut JR	C.P.M.	Daimler Chrysler Financial Svcs	Mgr Proc/Admin
Regular	260372	Caryn		Ellis		IBM	Global Sourcing
Regular	75999	Richard	A	Erdmann	C.P.M.		
Regular	84850	Arthur		Erickson		Xycom Automation Inc	Sr Buyer
Regular		Maria	C	Escobar		Holcim (US) Inc	Commodity Manager
Regular	115532	Ryan	A	Evans	C.P.M., C.P.M.,	L-3 Communications	Purchasing Agent
Regular	215011	Linda	E	Everest	A.P.P.	Torca Products Inc	Value Chain Mgr
Regular	190242	P John		Fambrough	C.P.M.	United Solar Sys	Sr. Technical Buyer
Regular	269201	Faye	A	Faraci	C.P.M.	Ariba	Sr Consultant
Regular	16184	Carol	H	Felis Ross	C.P.M.	Continental AG	Category Manager
Regular	301277	Jonathan		Fetter		Alcoa	Director Procurement
Regular	33516	Stacey	M	Fike		L & L Automotive	Sr Purch Mgr

Regular	230582	Roberto	D	Filho	C.P.M.	Holcim (US) Inc	Procurement Manager VP Global Indirect Supply & Procurement
Regular	5614	Christopher	J	Flum	C.P.M.	Harman Becker Automotive	Senior Buyer Planner
Regular		Donna	T	Flynn		Laird Technologies	Sr Program Buyer
Regular	173166	John	L	Forsell		L&L Products	Sr Buyer
Regular	176758	Richard	D	Fosgate	C.P.M.	TI Automotive	Buyer
Regular	132153	Caswin	B	Foster		Blue Cross Blue Shield	VP Supply Chain Mgmt
Regular	313805	Mary		Foster		Inteva Products	Sr Proc Spec
Regular	164702	Gwendolyn		Fowlkes	C.P.M.	Blue Cross Blue Shield	Senior Buyer
Regular		Jerry	R	Frame		Robert Bosch LLC	Global Sourcing Mgr
Regular		James	P	Fredrickson	C.P.M.		Proc Spec
Regular	162115	Jim	M	Freer		Teleflex	Purch Coord
Regular	151705	Vicki		Fryatt		Chrysler Financial	Purch Mgr
Regular	162391	Marie	L	Fuller		American Concrete Inst	Buyer
Regular	73099	James	M	Galido		Sloan Flushmate	Buyer
Regular	151743	John	E	Galloway		FEV Engine Tech Inc	Buyer
Regular	229152	Chad		Geiersbach		Irvin Automotive	Purch Mgr
Regular	61439	Deborah		Gerard		Kerr Pump & Supply	Purch Spv MRO & Central Purch
Regular	143563	Anthony	J	Gianakis	C.P.M.	Edward C Levy Co	Sr Procurement Specialist
Regular	274964	James	D	Glavin		Blue Cross Blue Shield	
Regular	153086	Paris	A	Goines	C.P.M., A.P.P.	Mopec Inc	Buyer
Regular	159217	Adam	S	Gordon	C.P.M.	Reed City Power Line Supply	Buyer
Regular	273670	Scott	V	Gorman	C.P.M.	Infrasource	Director of Purchasing
Regular	1583	Joan	M	Gossman	C.P.M.	Wayne State Univ	Director Purchasing
Regular	22542	Sherry		Graenser	C.P.M.		
Regular	149995	Jerry	P	Graney		FEV Engine Technology	Proc Spec
Regular	24347	Mary	f	Graunke	C.P.M.	Continental Automotive Systems	Regional NPM Sr. Buyer
Regular	46944	Nisette	M	Gray	C.P.M.	Blue Cross Blue Shield	Sr Proc Spec
Regular	208199	Michael	J	Greschak		Brass Craft Mfg Co	Purch Mgr
Regular	143962	Amy	L	Grimason		Mahle Clevite Inc	Buyer II
Regular	27522	John	H	Groustra		Conway Mackenzie & Dunleavy	Partner
Regular		Patricia	S	Guillen		TRW VM Service	Purchasing Manager
Regular	274533	David	M	Gustin		Irvin Automotive	Purchasing Program Manager
Regular	258877	Carol	A	Gutowski		Burtek Inc	Purchasing Manager
Regular	75264	Stephan	A	Hadley		Phillips Svc Industries	Corp Purch Facilities Mgr
Regular	124477	Kimberly	P	Hainer	C.P.M.	Inergy Automotive Sys	Sr Buyer
Regular	42429	Susan	H	Hammond		Environmental Quality Co	Dir Purch

Regular	33737	Diane	E	Hansen	C.P.M., A.P.P.	Cybernet Sys Corp	Buyer
Regular	104508	Glenn	M	Harris	C.P.M.	Borg Warner	Sr Buyer
Regular	30994	Susan	K	Harris		Precision Coatings Inc	Sr Buyer
Regular	290023	Kelly		Hart			Buyer
Regular	279640	Fred		Heegan		Takata Grant Thornton Recovery & Reorganization	VP Purchasing Mgr
Regular	156819	Michael	W	Held	C.P.M.	Planning Perspectives Inc	Pres
Regular	40679	John	W	Henke		Nissan North America	Prod Purch Spec
Regular	197583	Gary	A	Herbst	C.P.M.	Reed City Power Line & Supply	Buyer
Regular	266287	Hugh	W	Hering		Campbell Ewald	Mgr Financial Analysis
Regular	64622	Floyd	C	Hirsch	C.P.M.	University of Windsor	Buyer
Regular	40255	Eugene	T	Hirt	C.P.M.	Blue Cross Blue Shield	Sr Proc Spec
Regular	46957	Steven	C	Hoffman	C.P.M.	Asahi Kasei Plastics NA	Proc Spec
Regular	134286	Susan	G	House	C.P.M.	Kelly Svcs	Adm Purch Spec
Regular	157513	Wendy	P	Hueni		Cooper Standard Automotive	Purch Mgr
Regular	20106	Harry	M	Hurrelbrinck		Blue Cross Blue Shield	Proc Assoc
Regular	174188	Janessa	C	Huston	C.P.M.	Holcim (US) Inc	Manager, Warehouse Operations
Regular		Pat		Iott		NSK Steering Systems America	Purchasing Manager
Regular		Deborah	E	Ireland	C.P.M.	TRW	Purchasing Mgr
Regular	183729	Larry	F	Jadach		Gonzalez Production Systems	Purchasing Manager
Regular		Steven		James		Holcim (US) Inc	Import Administrator
Regular		Anita		Jaskot		UAW-GM Center for Human Resources	Purchasing Manager
Regular		Suzette		Jewell		Blue Cross Blue Shield of Michigan	Procurement Associate
Regular	290976	Briana	M	Johnson		Wayne County Comm Coll	Buyer
Regular	118596	Pamela	D	Jones		Woco Motor Acoustic Systems, Inc.	Director of Purchasing
Regular		Christopher	C	Jones		Mopec Inc	Purchasing
Regular		Kristopher	G	Jones		L&I Products	Buyer
Regular	9223	Terri		Jozefiak	C.P.M.	BASF Corp	Purch Agent
Regular	38214	Adam		Kalmbach	C.P.M.	Daimler Financial Services	Procurement Specialist
Regular		Brooke		Kaltz			
Regular	195081	Robert	J	Kalwarczyk	C.P.M.		
Regular	63080	Melissa	A	Kargul		Federal Mogul Corp	Supplier Quality Assurance Mgr
Regular		Mark	R	Karim			Purchasing Director
Regular	194927	Thomas		Kaucic		ProPurchasing	President
Regular	210989	Christine		Kavka	C.P.M.	Robert Bosch	Senior Buyer

Regular	146990	Jeremy	J	Kay	C.P.M., A.P.P.	TRW Automotive	Commodity Mgr
Regular	37534	Patrick	J	Keating	C.P.M.	QED Environmental Sys Inc	Purchasing Agent
Regular	184021	Max	L	Kells	C.P.M.	Blue Cross Blue Shield	Proc Spec
Regular	156201	Susan	M	Kennedy	C.P.M.	Blue Cross Blue Shield	Commodity Spec
Regular	175116	Bryan	C	Kenzie	C.P.M.	Visteon Corp	Buyer
Regular	231393	Pamela	J	Kerr-Gidcumb		Syncreon	Purchasing Specialist
Regular	224595	Randy	A	Kessler		Takata	
Regular	159828	Paul	C	Kinnell		Power Line Supply	Contract Manager
Regular	118146	James	D	Kiser		ADR North America LLC	VP Ops
Regular	169755	Lana		Klein	C.P.M.	Key Safety Systems	
Regular	10883	Jeffrey	R	Kless	C.P.M.	Wacker Chemical Corp	Purchasing Manager
Regular	107214	Mark	L	Knight		Picomatrix, LLC	Master Scheduler
Regular	17171	Eva Maria		Kocsis Romano		Sterling Trucks	MRO Buyer
Regular	259499	Larry	M	Koester		La-Z-Boy	Director, Logistics & Supply Chain Integration
Regular	225878	Joe	J	Kolpacke		Henkel Corp	Purch Agent
Regular	290865	Marlene	R	Konkoly		Daimler Financial Services	
Regular	117393	Milan		Korac			Matls Mgr
Regular	70327	Joseph	F	Koterba		MAHLE Industries	Manager Indirect Materials
Regular	131785	Dina	L	Kowalewicz	C.P.M.	Elegant Aluminum Products	VP
Regular		Patrick		Kozdron		BrassCraft Mfg	Director of Materials
Regular	156771	Douglas	E	Kozma		Arvin Meritor OE LLC	MRO Buyer
Regular	301999	Belinda		Kraatz		Magna Thomson Global Business Services	Supply Chain Coordinator
Regular	146802	Tammy	L	Kroll			Lead IT Puch Supvsr
Regular	75988	Lisa		Krupp		FTE Automotive Blue Cross Blue Shield of Michigan	Sr Buyer Direct Matl
Regular		Corey	L	Krystyniak			Advanced Procurement Specialist
Regular	168761	Eric		Kubeck		Fabory	Purchasing Manager
Regular	66831	Sandra	J	Kubisak		Plastipak	Supply Chain Strategist
Regular	11580	Denise	M	Kuch	C.P.M.	City of Riverview	Purch Dir
Regular	173515	Lucy	J	Kumar		Holcim Inc	Purchasing Assistant
Regular		Kris		Kumar		Daimler Financial	Procurement & HR National Director of Supply Chain Management
Regular	259560	Chase	C	Kushak		Pulte Homes	Buyer
Regular	55660	Daniel	M	Kusiak			
Regular	63700	Greg	M	Kyanka	A.P.P.	Mahle Clevite Inc	Technical Buyer
Regular	83887	Richard	J	LaFeir	C.P.M.	Cooper Standard Automotive	Commodity Mgr

Regular		Dawn	M	Lamontagne	C.P.M.	Essex County Dist Sch Brd	Supervisor of Purch & Supply
Regular	42050	Clark	W	Landon	C.P.M.	Avon Automotive	Strategic Purchasing Engineer
Regular	305917	Tracy		LaPratt		Magna Powertrain	Buyer
Regular	124204	Adam	P	Lawing	C.P.M.	Henkel Corp	Mgr
Regular	82940	Jennifer	n	Lawson		Textron Inc	Strategic Sourcing Manager
Regular		Stephanie		Learman		Henkel Corporation	Purchasing Manager
Regular		Zenobia		Lee	C.P.M.	Chrysler Financial	Sr Procurement Specialist
Regular	67353	John	N	Lemke		Budco	Dir Purch
Regular		Darin	E	Lewis		BASF Corp	Procurement Agent
Regular	229531	Eu Lee		Lim		TRAM Inc	Corp Purch Mgr
					C.P.M.,		
Regular	164039	Michele	D	Lind	A.P.P.	Aastrom Biosciences Inc	Buyer/Plnr
Regular	34332	James	D	Line		Blue Cross Blue Shield	Sr Proc Spec
Regular	16700	Susan		Lombardi		Master Pneumatic Detroit	
Regular	287058	Jeremy		Lopetrone	C.P.M.	Severstal NA	MRO Senior Buyer
Regular	302725	Rene		Lower			
Regular	123044	Mitch	J	Lowery		Plastipak Packaging	Corp Proc Mgr
Regular	164782	Melissa		Lukasik		Brose	Customer Team Buyer
Regular	94051	Jeff		Luranc		Chrysler	Materials and Logistic
Regular	146024	Ella		Lynch		Wayne County Comm Coll District	Buyer
Regular	81184	Bruce	K	MacDonald		Advanced Accessory Systems	Sr Buyer
Regular	134611	Harb	B	Mahmoud		Plastipak Packaging Inc	Supplier Development
Regular	60244	Stephen	W	Mahon		Controller Power Co	Dir Purch
Regular	206029	Tina	A	Maitland	C.P.M.	Univ of Detroit Mercy	Purch Dir
Regular	194592	Robert	E	Malm		Textron Inc	Global Cmdty Dir
Regular	288935	Clyde		Manion		Olgas Kitchen	Director of Purchasing
Regular	173044	Mary	B	Manzella	C.P.M.	George P Johnson	Purch Agent
Regular		Patricia	A	Martin		GM	Buyer
Regular		Debra	K	Martin		Continental	Director
Regular	35202	Kristine	E	Marvin		Toyota Motor Eng & Mnf NA	Manager
Regular	158714	Jennifer	L	Mascia		Reed City Power Line Supply	Buyer
Regular	134096	Ann	M	Maykowski		Comcast Cable Communications	Inventory Manager
Regular	231011	Renai	P	Mayle		Textron Fastening Sys	Sr Buyer
Regular	94592	Timothy	Y	McCain		Aristeo Construction Co	Purch/Inventory Control
Regular	82768	Joyce	C	McCarter		Arden Co	Corp Purch Mgr
Regular	298385	Susan		McClive		Excelda Mfg.	Purchasing/finance
Regular		Gerald		McDermott		Durr Ecoclean Inc	Director of Purchasing
Regular		Brandy		McMahel			Materials Liason

Regular	14079	Lynda	J	Meier	C.P.M.		
Regular		Katrina	M	Merida	A.P.P.	Kennametal	Purchasing Manager
Regular	200291	Thomas	J	Michal	C.P.M.	TRW-VSSI	Purch Mgr
Regular	72674	Linda	P	Michels	C.P.M.	ADR N America LLC	COO
Regular	185161	William	L	Michels	C.P.M.	ADR North America LLC	CEO
Regular	29068	Christopher	S	Michels JR		Handleman Co	Corp Facilities/MRO Purch
Regular		Vincent		Mikiel		City of Warren	Buyer
Regular		Wanda		Miles		Double Eagle Steel Coating Co.	Purchasing Agent
Regular	137448	Lynne		Mimms		Detroit Chassis	Purch Agent Buyer
					C.P.M.,		
Regular	95445	Michael	F	Mitchell	A.P.P.	NSK Steering Sys America	Purch Supvsr
Regular		Terrie		Mitchell		The Wellness Plan	Purchasing & Facilities Manager
						Blue Cross Blue Shield of Michigan	
Regular		Rene		Mocan			Adv Procurement Specialist
Regular	97763	Wes		Moehle	C.P.M.	Accenture	Procurement Manager
Regular	21084	Richard	P	Moehle	C.P.M.	George P Johnson Co	Dir of Proc
Regular		Eric	T	Moening			Sr. Commodity Manager
Regular	89157	Chuck	H	Mogg	C.P.M.	Robert Bosch Corp	Purch Supvsr
Regular	153863	Katia		Moraes	C.P.M.	Diversified Machine Inc	V.P. of Purchasing
Regular		Nobuyoshi		Morita		Morita & Associates	President, CEO
Regular	68372	James	S	Mors	C.P.M.	Syncreon	Purchasing Director
Regular		Krystine		Mosier		Inteve Products, LLC	Director, Supply Chain Management
Regular	313182	Charles		Motley		Integrated Supply Chain Solutions	General Manager
Regular	154421	Margaret	M	Nagel	C.P.M.	Blue Cross Blue Shield	Buyer
Regular		Barry	A	Najarian		George P Johnson Co	Operational Procurement Specialist
					C.P.M.,		
Regular	188688	R David		Nelson	A.P.P.	Dave Nelson Group Inc	CEO
Regular	279903	Lena	R	Nichols		Reed City Power Line Supply	Contract Administrator
Regular	191979	Joseph	M	Niemczura	C.P.M.	Fadal Machining Centers`	Director of Purchasing
Regular	74413	Lila		Niles		Hino Motors MFG USA	Asst Manager, Purchasing
Regular	131176	Patricia		Noble		Cooper Standard	Sr Buyer
Regular	206440	Beth	S	Nothstine		Meridian Automotive Systems	Corp MRO Commodity Buyer
Regular	12290	Harry		Nowell III	C.P.M.	Blue Cross Blue Shield	Cmdty Mgr
Regular		Matthew	C	O'Connor		C&R Plumbing & Heating	Lead Purchasing Agent
Regular	89730	Susan		Ogden		Masco Corp	Buyer
Regular	148094	Steven	J	Olson		Cadillac Electric	Purch Mgr
Regular		Craig	E	Palaszkeski		Irvin Automotive	Commodity Manager
Regular	46429	Melissa		Palsse		Stahls Inc	Purch Mgr

Regular	285704	Julie		Panaretos		Pentastar Aviation	Appearance and Standards Corr
Regular	24984	Richard	A	Parcells	C.P.M.	Saturn Electronics & Engrg Inc	Supplier Integration Trainer
Regular	155171	Fred	W	Parkinson		ADR North America LLC	Sr Consultant
Regular	96756	Patty	O	Pena		Mahle Clevite Inc	Buyer II
Regular	100343	Perry		Persaud			Supply Chain Manager
Regular	48256	Susan	K	Peters		NAPM Metro Detroit	Business Mgr
Regular	41024	Heidi	M	Peterson		FTE Automotive USA Inc	Purch Mgr
Regular	84949	Sharon	M	Phelps		DTE Energy	Purch Mgr
Regular	185026	Cheryl	L	Phillips		Masco Corp	Corp Staff Buyer
Regular	181985	Gregory	W	Pierce	C.P.M.	Blue Cross Blue Shield	Proc Spec
Regular		Troy	M	Pierce		Northstar Sales & Service, LLC	Purchasing/Operations Manager
Regular	156985	Jan	M	Pinger		Teleflex Inc	Dir of Global Strategic Purch
Regular	303400	Laurie		Pleas		Blue Cross Blue Shield	Procurement Associate
Regular		Jeff		Plummer		Takata	Purchasing Manager/Buyer
Regular	8505	Nancy	A	Pokorski	C.P.M.	Saflok	Purch Mgr
Regular	36259	Christopher	J	Poshadlo	C.P.M.	DTE Energy	Purch Mgr
Regular		Jason		Powell		Redall Industries	Director of Operations
Regular	24676	Gregory	L	Pratt		Heavy Vehicle Tech & Sys Div	Purch Agent
Regular	154737	Benjamin	C	Probert		SKD Automotive Group	Corporate Buyer
Regular	146988	Carla	L	Proctor		Federal Mogul	NA Cmnty Mgr Steel and Iron
Regular	9743	Thomas	G	Putvin		PEI Consulting	Executive Dir
Regular	169528	Candice	M	Pytlik	C.P.M.	Trinity Health	Procurement Supervisor
Regular	195891	Penny	L	Quinnan		Excelda MFG	Purch Mgr
Regular	281295	Charles	C	Quint		American Jetway Corp	V.P. of Purchasing
Regular		Michael	M	Radojevic		Ford Motor Co	Purchasing Manger
Regular	134376	Barb	A	Rahn		Stahls	Purch Agent
Regular	104095	James	S	Rank		Erwin Quarder	VP Sales and Purch
Regular	228323	Richard	W	Rector		Excelda Mfg	Purch Spec
Regular		Joseph	B	Regenold		Rieter Automotive	Sr Buyer
Regular	157867	Judy	A	Rengert		Univ of Michigan	Contract Admin
Regular		Simona		Restiotto		Continental Automotive Systems	Purchasing Specialist
Regular	292616	Linda		Rex			
Regular	27820	Michele	T	Reynolds	C.P.M.	Thyssen Krupp USA	Purch Synergies Mgr
Regular	147895	Ulysee		Rice JR		Blue Cross Blue Shield	Buyer
Regular	207189	Diane	M	Richard	C.P.M.	Valeo Switch & Detect Sys	Sr Buyer
Regular	27369	Brian	D	Richardson	C.P.M.	TRW Automotive	Sr Regional Mgr
Regular	266994	Hisan		Richardson		Comcast	Sr Financial Analyst
Regular		Michael	T	Riordon		GKN Sinter Metals	Director of Supply Chain Management

Regular	226549	Clifton	J	Robertson		Reed City Power Line	
Regular	50230	Ronald	M	Robinson		Harman Becker Automotive Sys	Sourcing Mgr
					CPSM,		
Regular	72359	David	J	Rodriguez	C.P.M.	TRW Auto	Commodity Mgr
Regular	14651	Brian	W	Rohrkemper	C.P.M.	Blue Cross Blue Shield	Sourcing Super
Regular		Matthew	B	Rootberg		Holcim (US) Inc	Contract Specialist
					C.P.P.,		
Regular		Philip	D	Rosenfeld	C.P.M.	Canadian Salt Company	Purchasing Manager
Regular	152290	Rajeev		Roy		Robert Bosch Corp	Sr Technical Buyer
Regular		Deb		Roy	C.P.M.	A & M Label	Sr. Buyer
Regular	55402	Daniel	D	Rubino JR		Steel Technologies	Purch Mgr
Regular	27821	Craig	S	Rudder	C.P.M.	General Dynamics Land Sys	Subcontract Admin
							Manager, Corporate & Technical
Regular	313384	Julie		Rudy		FEV	Purchasing
Regular		Lisa	B	Rumpl		Irvin Automotive	Buyer
Regular		Pamela		Rupinski		Detroit Public Schools	Program Supervisor
Regular		Laura	L	Saims		BrassCraft Mfg	Replenishment Supervisor
						Double Eagle Steel Coating	Chemical Purchasing/Financial
Regular		Dawn	M	Sample		Company	Accountant/Auditor
Regular		Debra	M	Sawicki		TRW Automotive	Buyer
Regular	178893	Janet	L	Scheiwe	C.P.M.	JPS Group	Pres
Regular	167338	Douglas	J	Schmidt		Comcast Cable	Regional Buyer
					C.P.M.,		
Regular	13017	David	R	Schurr	A.P.P.	Eaton Automotive	Purchasing Supervisor
Regular	63703	Maureen	E	Schwartz	C.P.M.	Daimler Chrysler Services North	Sr Proc Spec
Regular	83467	Steven	J	Sczytko		Intl Transmission Co	Dir Asset and Related Svcs
Regular	159693	Sebastian	L	Seifarth		Holcim US Inc	Matls Mgr
Regular	224589	Isabelle	C	Seipke	C.P.M.	Delphi Corp	
Regular	26205	Patrick	D	Semaan		Temo Inc	Purch Agent
Regular	284061	Claire		Sheldon		Alcan	Purchasing Manager-NA
Regular	30281	Patricia		Sherman	C.P.M.	Blue Cross Blue Shield	Buyer
Regular	263001	Kevin	J	Shovlin		DMAX Ltd	Buyer
Regular	157777	Ronald	L	Shull		Blue Line Dist	Matls/Resource Plnr
					C.P.M.,		
Regular	201717	Lori	A	Sisk	A.P.P.	EDS	Director
Regular	134375	Linda	S	Slicker		Stahls	Purch Agent
Regular	65385	Brian	J	Smith	C.P.M.	DTE Energy	Commod Admin
Regular	160818	Pamela	A	Smith		Mopec Inc	Buyer
Regular	206212	Chequita		Smith		Comerica	Sr Purch Agent

Regular	231148	Glenda	L	Sparrow		Plastipak	Buyer
Regular		Gail	D	Spencer		Purchase Pro LLC	Purchasing Consultant
Regular	70747	Nicholas	A	Stachurski	C.P.M.	Federal Mogul Corp	Commodity Manger
Regular	193851	Ron		Stankovitz	C.P.M.	AAA	eProcurement Administrator
Regular	188417	Jonathan	R	Stegner		Delphi Corp	Gen Dir
Regular	47937	Robert	E	Stein	C.P.M.	Henkel Surface Technologies	Sr Purch Agent
Regular	190586	Frederick	M	Steiner	C.P.M.	Henry Ford Comm College	Purch Mgr
Regular	36134	Thomas	A	Stelovich	C.P.M.	Plastipak Packaging Inc	Supplier Dev
Regular	33517	John	P	Stevens		United Solar Sys Corp	Sr Mgr Purch
Regular	37018	Doug	A	Steward		Extang Corp	Purch Mgr
Regular	155585	Jane		Stolkey		Compuware Corp	Purch Analyst
Regular	204956	Donald	K	Stonehouse	C.P.M.	Letica Corporation	Purchasing Director
Regular		Colleen		Stout		ITC Transco Co	Buyer
Regular	175266	Linda	L	Streberger		Grammer Industries Inc	Purch Agent
Regular		Donna	L	Strickland		Blue Cross Blue Shield	Procurement Associate
Regular		Mary					
Regular		Catherine	E	Stychno		Delphi	Purchasing Manager
Regular	38308	William	J	Suminski		Comercia Inc	Commodity Mgr
Regular		Camille	D	Surant		Eaton Corporation	New Programs - Buyer
Regular	38011	Roger	J	Swantek		EDS	Supply Chain Consultant
Regular		Jim		Tactac	CPSM, C.P.M.	Alpha Stamping	Senior Buyer
Regular		Linda		Talbot		Detroit Public Schools	Program Supervisor
Regular		Eric		Taylor		Tweddle Group	Director of Purchasing
Regular						Harman Becker Automotive System	Indirect Supply Buyer
Regular	162772	Michelle	C	Theisen			
Regular	225801	Michele		Thompson		Thomson Scientific & Healthcare	
Regular	24106	Julie	A	Thompson	C.P.M.	NSK Corp	Supvr Corp Purch
Regular	34098	Doris	D	Tolbert	C.P.M.	Optrex America	Asst Mgr
Regular	119445	David	J	Toldo		Quality Safety Systems Co	Dir of Supply Chain Mgmt
Regular	72620	Christine	E	Torp		King Engineering Corp	Purch Agent
Regular	146989	Nancy	A	Tranchida		EMCON Technologies	Sr Buyer
Regular		Clarence	B	Tucker		Detroit Public Schools	Chief Contracting Officer
Regular	164159	Ericka	A	Utz		Waste Mgmt	Buyer III
Regular		Mark	A	Vogel		Reed City Power Line Supply	Expeditior
Regular	18707	Eric	L	VonBlon	C.P.M.	Mahle Clevit Inc	Purchasing Team Leader
Regular	157037	Christopher	R	Waddel		Controlled Power Co	Purch Agent
Regular	249074	Matt		Walter		L & L Products	Program Buyer

Regular	95443	Eric		Walters		Compuware Corp Detroit Community Health Connection	Sr Buyer
Regular	97411	Derek		Ware		Kelly Services	Purch Coord
Regular	145059	Karen		Warnemuende		L&L Products Inc	Director of Purchasing
Regular	170201	Kara	M	Wawrowski		FacetNation	MRO Buyer
Regular	182971	David	G	Weaver	C.P.M.	Suburban Bolt & Supply	Commodity Manager
Regular		Amanda		Weedeen		Henkel Corp	Purchasing Manager
Regular	161562	Kenneth	M	Weingartz	C.P.M.		
Regular	188775	Steven	D	Welsh	C.P.M.		
Regular		Rebecca	C	Werner		Purchase Pro LLC	CEO
Regular		Malindia	M	Westbrook		Detroit Public Schools	Program Supervisor
Regular	153861	Rebecca	A	White		Ogihara American Corp	Buyer Non Production
Regular		Veronica		White		Eaton	Buyer
Regular	49382	Mark	G	Wilcox		CO-OP Financial Services	Purchasing Supervisor
Regular	36075	Mark		Wilk		Meridian Automotive Systems	Purch Mgr
Regular	158418	Sandra	L	Williams	A.P.P.	Kasle Steel Corp	Jr Buyer
Regular	198284	Harry	R	Williams	C.P.M.	Robert Bosch Corp	Sr Corp Sourcing Spec
Regular	200423	Milly	D	Williams	C.P.M., A.P.P.	Tac Manufacturing	Matl Spec
Regular	14658	Blaine	K	Williams	C.P.M.	Johnson Controls Inc	Purchasing Supervisor
Regular		Jeffrey		Williams	C.P.M.	Arvin Meritor	
Regular		Alycia	M	Williams		Daimler Financial Services	Buyer
Regular	171947	Jacquelyn	K	Willis		Sisters Servants of the IHM	Dir Matl Mgmt Fac
Regular		Jessica	A	Wilson		CABLCON	Purchasing Manager
Regular	24328	Charles	F	Wisdom	C.P.M.	Bestop Inc	Purch Mgr
Regular	254630	Tiffany	A	Witek		NSF International	Purchasing Manger
Regular	308810	Jason		Wolcott		3CSI Inc	CEO
Regular	294857	Jeff		Woods			
Regular	24329	Therese		Worniak		Power Line Supply Company	Buyer
Regular	188181	William	R	Worthington JR		Moeller Aircraft Div	Purch Agent
Regular	151704	Kathryn	L	Wright		Chrysler Financial	Proc Spec
Regular		Brian	J	Wukie		Schaeffler Group USA, Inc	Product Line Purchasing - Automotive
Regular	132354	Anthony		Zaschak		Caretech Solutions Inc	Purch Spec
Regular	267252	Jack	V	Zatirka		Yazaki NA	Material Claims
Regular	133494	John	E	Zech		Saint-Gobain Univ Abrasives	Purch Mgr
Student	175778	Sean		Andonian		Student - Wayne State Univ	Student
Student	254000	Francisco		Avalos-Marin			
Student		Diane	M	Badarak		Student - Michigan State Univ	

Student		Jame	W	Burum		Northwood University	
Student	248901	Ashley	K	Carlson			Student
Student	249280	Matt		Cronch			
Student	273478	Douglas	S	Davidson		Student	
Student	224914	Seema		Ganju			
Student		Kenneth		Gavin		Student	
Student	271649	Jeffrey	L	Grendel		Student	
Student	221984	Harish		Hadly-Rajappa			
Student	173866	Jason	L	Hiebl			
Student	259508	Tamara		Hopkins		Student	Eastern Michigan Univ
Student	227199	Bryan	M	Joffe			Student
Student	266491	Tanda	Y	Kasprzycki			
Student	291287	Ryan	C	King		Student	
Student		Xiaojiang		Li		Michigan State Univ	Student
Student	249364	Nicole	S	Lyles		Eastern Mich Univ	Student
Student	249249	Mark	W	Madden		Eastern Michigan Univ	Student
Student	229617	Katrina	M	Merida	A.P.P.	Kennametal	Purch Mgr
Student	249315	Megan	H	Missale			
Student	249315	Megan	H	Missale		Student	
Student	175260	Daniel	S	Mulcahy			Student
Student		Christine	M	Pirrone		Student	
				Ramirez-			
Student		Nancy	L	Villagancia		Eastern Michigan University	
Student	249310	Adam	J	Rath		Western Michigan Univ	Student
					C.P.M.,		
Student	127078	Deon	K	Roberson	A.P.P.	Student	Student
Student	259581	Daniel		Rozycki		Student	Michigan State Univer
Student		Joseph	G	Salinger		Student	
Student	230571	Joel	P	Sleper			
Student		Calvin		Stephens III		Student	
Student	174749	William	J	Stridiron		Northwood Univ	
		Brooke					
Student		Mana		Sturdivant		Student	
Student	249267	Hong Hui		Tang		Michigan State Univ	Student
Student		Rene		Tosi		Student	
Student		Andrea	J	Vought		Student	
Student	249360	Edward	K	Williams		Eastern Mich Univ	Student
Student		Bradford		Wolfe		Student	

Student	249285	Roger	W	Wondrash		
Student		Keong	E	Yong	Guest	
Volume						
Discount	286559	Matthew		Allen	Siemens Building Technologies	Commodity Manager
Volume						
Discount	207715	G Noel		Bogardus	Parke David	Sr Buyer
Volume						
Discount	175287	Matt		Froehlich	Parker Hannifin	Mtls Mgr
Volume						
Discount		Scott	S	Gregor	Siemens Building Technologies	Project Procurement Mgr
Volume						
Discount	143799	John	T	Hach	Pfizer Inc3	Sr Proc Spec
Volume						
Discount	27183	Wayne	A	Hallinen	Pfizer Inc	Asst Mgr
Volume						
Discount	158071	Nicole	D	Hoffman	Prizer	Proc Assoc
Volume						
Discount	167929	Joshua	K	Hudgens	Pfizer	Procurement Specialist
Volume						
Discount	116770	Pamela	A	Kinczkowski	Mercury Marine	Buyer
Volume						
Discount	99072	Kathleen	E	Musson	Pfizer Inc	Sourcing Lender
Volume						
Discount	17478	Deborah	C	Swindlehurst	Parker Hannifin Corp	Buyer
Volume						
Discount	171042	Tina		Waibel	Pfizer	
Volume						
Discount	158301	Shani	T	Waite	Pfizer Inc	Proc Assoc
Volume						
Discount	153375	Carrie	A	Wirsing	Pfizer Inc	Proc Assoc

Exhibit 2

ISM Evaluation of Business Plan

EVALUATION OF AFFILIATE BUSINESS PLANS

Affiliate Name:	Requested Name Change:	AS Appr:	BOD Appr:
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Affiliate partners with the following ISM membership programs:	Student	Academic	Lifetime	Unemployed	Active Duty	Volume Discount	Trial (not req'd)

	ITEM	Excellent	Average				Poor	Missing	
		5	4	3	2	1	0	COMMENTS	
1.	Partners with All ISM Membership Programs								
2.	Bylaws compliant with ISM Bylaws								
3.	Articles of Incorporation (current)								
4.	IRS Determination Letter of Not-for profit Status								
5.	Educational Event Evaluation Form with Scale of 1-5								
6.	Signed ISM Affiliated Association Agreement								
7.	Application to State Requesting Affiliate Name Change								
	BUSINESS PLAN (3-YEAR)								
8.	Mission and/or Vision Statement Provided								
a.	* Clarity								
b.	* Appropriateness								
c.	* Relationship with ISM								
d.	* Support for name change								
9.	Strategic Plan Provided								
a.	* Comprehensiveness								
b.	* Appropriateness								
10.	Marketing Plan Provided								
a.	* Comprehensiveness								
b.	* Appropriateness								

