

Updates & Reminders

ATD Volunteer Appreciation Week

As an ATD chapter leader, we wanted to give you a big shoutout and say THANK YOU for all the amazing work you do to support and foster your local talent development community. Your dedication and hard work don't go unnoticed, and we appreciate everything you do! We're excited to take some extra time from April 16-22 to celebrate and show our appreciation for our incredible volunteers. We've even put together some [fun images for you to use to give your volunteers a shoutout and show them some love.](#)

Mandatory IRS Filing Requirements Deadline May 15

Chapters must file [990/990-N forms](#) every year by the 15th day of the fifth month after the close of the chapter's tax year. For most chapters, this will be May 15, 2023, for the 2022 tax year. Remember that any information received about taxes should be verified directly with the IRS. Chapter services request each chapter submit a copy of their 2022 filed 990 or 990-N, along with a copy of the IRS' confirmation [via this online form.](#)

NAC Application

The mission of the NAC is to serve as advisors, advocates, and mentors in partnership with ATD staff on matters of chapter management and operations to ensure high-quality service to members. Selected NAC members serve a three-year term. Please note that you must have been a Chapter President to be eligible to apply to NAC. The application deadline is June 5, 2023.

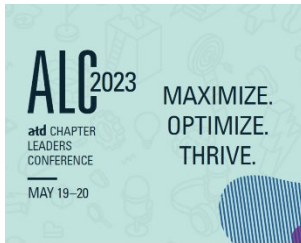
[Register to attend the sNACk and Chat on April 18 at 2:00 p.m.](#) to learn about the application process and commitment required to be a NAC member.

CRM Chapter Visits

The Chapter Relations Managers (Bianca and Jocalyn) are available to visit ATD chapters to support chapter programming. If your chapter is planning a signature or regional event where their presence would be beneficial, [complete this form to request their attendance.](#) It would be appreciated if chapters complete this form **by April 30** to help us plan for the year, but requests will be reviewed on a rolling base. Additionally, chapters can [request ATD marketing materials](#) when planning an in-person event.

Events

ATD Chapter Leader Conference (ALC2023)



ALC2023 will be held in San Diego on May 19-20. It is designed for chapter leaders to have an opportunity to develop and refine their skills, no matter their leadership tenure. The program sessions cover foundational elements of running a chapter, to broader concepts and ideas for leaders looking to build and grow.

[View](#) the program schedule and learn about the networking events. ALC [registration](#) is \$99 for all participants.

ATD 2023 International Conference & Expo (ATD23)

ATD23 will be held May 21–24, in San Diego, CA. This is the largest event for talent development professionals worldwide and provides attendees with the knowledge, strategies, and solutions needed to effectively train and develop talent.

- **Discounted Rates for Chapter Teams:** ATD Chapter members save on the ATD23 registration when a chapter forms a team of at least five chapter members. Chapter leader should submit the [ATD Chapter Team form](#) to receive the the chapter discount code.
- **Chapter Leader Lounge:** Join us in 26A at the San Diego Convention Center to connect with peers, meet ATD chapter services staff, recharge your electric devices and relax.

Chapter Leader Webinars

Be sure to register for our upcoming chapter leader webinars during March and April. Click the links below for more details and to sign up.

- **sNACK and Chat** – April 18 at 2 p.m. ET
Are you looking for the next step in your ATD Leadership journey? Join the National Advisors for Chapters (NAC) Nominating Committee for a virtual snack break. This is your opportunity to learn more about the committee, the application process, network with other chapter leaders, and ask questions.
- **ALC First Time Attendee Session** - May 2 at 8 p.m. ET
To welcome first-time attendees to ALC, the ALC Program Advisory Committee (ALC PAC) will conduct a virtual session to help attendees prepare for their experience and make the most of their time at ALC.

CARE 2024 Planning Tips

ATD Chapter Services' mission is to assist chapters and support their needs. A key process for chapters is the **Chapter Affiliation Requirements (CARE)** survey. Listed below are tools chapters can use to stay on track for CARE achievement.

- Track the chapter's progress throughout the year with the **CARE Foundational and Plus Planner**
- Use the **Joint Membership Job Aid** to plan ten joint membership activities. Many chapters do some of these activities regularly including displaying the Power Member logo on the chapter website, mentioning Power Membership at the start of events, highlighting Power Memberships in chapter event slides, participating ATD Store program, and discussing Power Membership at board meetings.

Innovate & Recognition



Chapter of the Month: Greater Twin Cities

Greater Twin Cities is the Chapter of the Month for improving member engagement and fostering connections within the chapter by starting monthly, facilitated small group discussions. The discussion topics allowed chapter leaders to get a better idea of emerging professional challenges impacting their membership and tailor programming to those needs, while skilled facilitation encouraged members to take ownership of new projects. As a result, the chapter has increased general member engagement, developed two new communities of practice led by program participants, and recruited a volunteer liaison to focus on new member onboarding.

Chapter Essentials

Connect with Fellow Chapter Leaders

Join the **ATD Chapter Leaders LinkedIn Group** to share resources, ask questions, and celebrate successes with all chapter leaders. Please note that you must be an active chapter volunteer to participate in this group.

National Advisors for Chapters (NAC) Area Calls Schedule

Mark your calendar for your NAC area call as they are a great opportunity to connect

with your fellow chapter leaders and learn from your peers. [Contact your NAC member](#) if you have not received an email or calendar appointment with the Zoom link for your next NAC call.

April 14 at 10:00 a.m. ET | Juliet Hart, Rob Hoitt, Dana Vogelmeier

Juliet's Chapters: Ann Arbor, Detroit, West Michigan, Chicagoland

Rob's Chapters: Madison Area, North Dakota, Arkansas, Southeastern Wisconsin, Northeast Wisconsin, Nebraska

Dana's Chapters: Lake Superior, Twin Cities, Hawkeye, Central Iowa, Mississippi Valley, Kansas City, St. Louis

April 17 at 1:00 p.m. ET | Kelli Frey, Kimberli Jeter

Kelli's Chapters: Central Ohio, Greater Cincinnati, Greater Cleveland, Greater Toledo, Cuyahoga Valley, Kentuckiana, Central Indiana

Kimberli's Chapters: Chattanooga Area, Smoky Mountain, West Virginia, Greater Richmond, Maryland, Metro DC

April 17 at 2:00 p.m. ET | Cornelius "Neil" Dowdell, Katie Pagano-Gerwitz

Neil's Chapters: Central Pennsylvania, Eastern Pennsylvania, Greater Philadelphia, Pittsburgh, Mid New Jersey, Northern New Jersey

Katie's Chapters: Charlotte Area, Piedmont, Research Triangle Area, South Carolina, Valleys of Virginia, Southeastern Virginia

April 17 at 2:00 p.m. ET | Jennifer Buckley, Jenn Stangl

Jennifer's Chapters: Long Island, New York City, Rochester, Buffalo Niagara, Capital Region, Central New York

Jenn's Chapters: Central Massachusetts, Greater Boston, Maine, Bay Colonies, Vermont, Southern Connecticut

April 21 at 2:00 p.m. ET | Eric Atkins, Sarah Schillen

Eric's Chapters: Central Oklahoma, Tulsa, Utah, Valley Of The Sun, Rocky Mountain, New Mexico

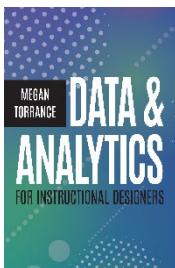
Sarah's Chapters: Austin, Brazos Valley, Dallas, Fort Worth/Mid-Cities, Houston, San Antonio

April 21 at 3:00 p.m. ET | Jess Almlie, Gwen Navarrete Klapperich

Gwen's Chapters: Golden Gate, Los Angeles, Orange County, Sacramento, San Diego

Jess' Chapters: Cascadia, Greater Las Vegas, Hawaii, Puget Sound, Treasure Valley

ATD Product News to Share with Chapter Members



Data & Analytics for Instructional Designers

Instructional design pro, Megan Torrance presents the benefits of accessing and using rich data and analytics to improve your instructional design results in this new and accessible book. [Read an interview with Torrance](#) and join the author for a ["What Do I Do With All This Data?" webinar](#) on April 20.