



READING THE CHAPTER DASHBOARD

Monthly Statistics

	June Y/E	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD
Total	394	385	379	380	373	351	347	371	364	358	322	315		314
New	143	4	3	1	5	4	4	38	7	6	7	10		89
Renew	227	16	19	16	16	18	20	22	12	18	19	10		186
Reinstate	12	1	2	1	1	5	1		1	1		2		15
Cancel	176	14	13	5	13	32	12	14	14	12	44	18		191
Chapter Transfer Out	11				1	1		1	1	1	1	1		7
Chapter Transfer In	30	1	4	4	1	2	3	1		3	3	2		24
Retention	62.61%	62.96%	62.21%	64.43%	66.51%	66.20%	64.18%	64.27%	64.09%	63.95%	62.47%	57.18%		57.18%
Retention_NonStudent	69.55%	70.81%	70.22%	71.27%	74.02%	74.02%	72.02%	71.98%	69.73%	68.83%	66.94%	61.86%		61.86%
Volunteer Engagement	77	27	25	25	27	31	33	33	34	34	37	38	0	31
Education Satisfaction		4.50	4.94	4.44	4.82	5.00	4.67	4.71	4.57					4.69
Education Survey Responses		18	16	9	11	6	9	31	14					114

Most of the information contained in this section is automatically populated by MPI Global. The YTD membership data is live when the report is generated – the monthly data is generated on the last day of each month).

The first column of data reflects the year end totals from the previous fiscal year. Please note the data in the current month may not align with the Year To Date (YTD) total in the final column. This is a result of the live data. While in May the chapter had 315 members, when this report was generated, the total is 314 YTD (they lost one member from the time the May numbers were posted to the date of the current report). The membership statistics in this chart reflect ALL members including students.

Only the three items at the bottom of the chart are entered by the chapter: Volunteer Engagement, Education Satisfaction and Education survey Responses:

Volunteers Engagement: the total number of volunteers the chapter had for the month being reported. This includes engaged board members, committee chairs, committee volunteers, task force volunteers, special projects volunteers (volunteers should be counted only once, even if they are involved in multiple committees, projects, etc.)

Education Satisfaction: the total sum of the survey scores for Overall Program Satisfaction for all educational events for the month being reported.

All educational event surveys must include a question that allows attendees to rate their Overall Program Satisfaction using a 5-point rating scale with 1 being the lowest satisfaction and 5 being the highest satisfaction (1 – 5 rating). The only score reported on the dashboard is the overall satisfaction question. Overall program satisfaction scores are to be added: i.e. 4 + 4 + 5 + 4 + 5 + 3 = 25 (the sum of all scores, 25, should be entered).

The YTD satisfaction score is calculated by dividing the total sum of all Education Satisfaction scores (raw data) received in a year by the total number of Education Survey Responses received in the year.

Net Non-Stu/Non-Trial Member Growth Incentive

Net Non-Student / Non-Trial Member Growth			
	FY 22 - 23	FY 23 - 24	
July	211	222	-0.89%
Aug	225	212	-5.36%
Sept	222	217	-3.13%
Oct	225	217	-3.13%
Nov	226	215	-4.02%
Dec	220	215	-4.02%
Jan	223	214	-4.46%
Feb	225	0	-100.00%
Mar	223	0	-100.00%
Apr	222	0	-100.00%
May	223	0	-100.00%
June	224	0	-100.00%
July		0	-100.00%
Aug		0	-100.00%
Sept		0	-100.00%
Oct		0	-100.00%
Nov		0	-100.00%
Dec		0	-100.00%
Incentive Key:			
1 Point = 0.1% - 3%			
2 Points = 3.1% or Higher			

In this section, the current membership total (excluding students and trial members) is compared against the total from the previous fiscal year end. In the example, the previous year ended with 224 non-student members. January of Fiscal Year (FY) 23-24 yielded 214 members – a loss of 4.46%.

The bottom of the chart contains the current target goals and YTD eligibility for Metrics points.

Accredited Education Events

Education / Accredited Education Offerings Incentive Key:

YTD Actual
Accredited Events 2 / Cumulative Events 2

1 Point = 4 or more with 0 accredited
2 Points = 4 or more with 2 or more accredited

This section notates the number of accredited events the chapter has produced.

The number of accredited events is entered in the dashboard by the chapter. It includes the total number of accredited educational events the chapter had for the month being reported. Accredited educational events are those that provide clock hours/continued education units for participants. These can be in collaboration with another associations (ASAE/CSAE, ILEA, PCMA, etc.), educational organization (city colleges, universities, etc.) or other organizations like the Event Industry Council.

Member Satisfaction

Member Satisfaction (Yearly Performance)

MPI Chapter Satisfaction Survey	FY 22 - 23	FY 23 - 24	Incentive Key:
Satisfaction Rate:	88%	0%	1 Point = 61% - 70%
Satisfaction Response Rate:	15%	0%	2 Points = 71% or Higher
Satisfaction Response Count:	23	0	

* A minimum of 12% of membership respondents is recommended to achieve valuable, actionable data.

This section reflects the results of the Membership & Chapter Satisfaction Survey conducted annually by MPI Global. It is populated once annually when the survey results are complete. Note that the metric points are based on satisfaction rate based on top-two box scoring (if the scale is 7 points, then only those who select a 6 or 7 out of 7 are counted in the satisfaction rate. While there is a recommended minimum percentage of respondents are recommended, the chapter is not penalized if the respondent rate falls below the recommended rate. For a complete survey report, see the Chapter Metrics section of the Chapter Leadership Resource Page (CLRP).

Chapter Financial Management

Chapter Financial Management Overall													YTD
Actual 2023 - 2024	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Revenue:	\$12,215	\$11,370	\$159	\$6,591	\$7,509	\$5,820							
Total Expenses:	\$4,383	\$22,667	\$4,838	\$6,402	\$7,811	\$5,768							
Net Profit:	\$7,832	\$(11,297)	\$(4,679)	\$189	\$(302)	\$52							
Net Profit %:	64.12%	-99.36%	-2,942.77%	2.87%	-4.02%	0.89%							
	July	Aug	Sept	Oct	Nov	Dec							
Revenue:													\$43,664
Total Expenses:													\$51,869
Net Profit:													\$(8,205)
Net Profit %:													-18.79%

Chapter Financial Management Incentive Key:

Net Profit / Fiscal Sustainability:

1 Point = 0% - 1.0%

2 Points = 1.1% or Higher

Reserves % of Fixed Annual Operating Expenses:

1 Point = 25.1% - 75.0%

2 Points = 75.1% or Higher

Annual Budgeted
Fixed Expenses

\$60,000.00

YTD Reserves

\$202,348.00

% Reserves against Annual
Fixed Expenses

337.25%

All information in this section is entered by the chapter:

Total Revenue: the total revenue amount for the month reported.

Total Expenses: the total expense amount for the month reported.

Annual Budgeted Fixed Expenses: the amount of annual fixed expenses for the chapter. This should not include any event-related expenses, only expenses needed to keep the chapter operational (i.e., costs related to chapter administrator, bank fees, telecommunication, rent, etc.). This amount should only be updated if there is a change in your annual budgeted fixed expenses.

Year to Date Reserves: the current balance of the reserves amounts (savings and investments only) for the month being reported (reserves balances may fluctuate month-by-month as deposits and/or withdrawals are made). Review the Chapter Policies for recommended reserve thresholds.

Engagement

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly Educational Events		1			1							
Monthly Accredited Edu Events		1			1							
Monthly Networking/Social Events		1		1	1	1						
New Member Attendance All Events												
Member Attendance All Events		68		13	35	50						
Non-Member Attendance All Events		15		5	3	7						

All information in this section is entered by the chapter. This section reflects membership engagement across chapter programs.

Education Events: The total number of educational events (non-accredited) the chapter had for the month.

Accredited Education Events: The total number of accredited educational events the chapter had for the month being reported. Accredited educational events are those that provide clock hours/continued education units for participants. These can be in collaboration with another associations (ASAE/CSAE, ILEA, PCMA, etc.), educational organization (city colleges, universities, etc.) or other organizations like the Event Industry Council.

Networking/Social Events: The total number of networking/social events the chapter had for the month.

Member Attendance All Events: The total number of members that attended all chapter events (educational, accredited, networking and social) for the month.

Non-Member Attendance All Events: The total number of non-members who are part of the meetings/events industry that attended all chapter events (educational, accredited, networking and social) for the month being reported. This should only include industry people who could potentially become a member after attending a chapter event.

Metric Dashboard Notes

This section reflects any notes the Chapter or Regional Operations Manager would like to include about the month's metrics. It is beneficial to add notes when information entered is an outlier from average months. For example, if event attendance was increased due to a collaborative educational program or if there were no events held in a particular month.