



ASSOCIATION OF CONTINUITY PROFESSIONALS

YEAR END REPORT



2017

ASSOCIATION OF CONTINUITY PROFESSIONALS

Message From the National Chair



Bonnie Canal
2017 National Chair



Scott Ream
2018 National Chair

Dear Fellow ACP Members,

It is my pleasure, on behalf of the National Board of Directors, to present our 2017 Year End Report. It reflects both our accomplishments as an organization and our continuing transition to ensure ACP builds on its stature in our profession and its value to you as a member.

Over the past three years, our Board has taken ACP in a new direction. Our name change to Association of Continuity Professionals better identifies our members and the work we do. Our National website allows for greater information sharing; the new websites we provided to 29 chapters allows them to better communicate with their members and communities. We enhanced our webinar programs and have a new educational program. Continually looking for ways to add value to your membership is inherent in what we do.

It has been my distinct honor to serve as your National Chair. I appreciate the support you have given me and our Board, and know that you will continue to provide the same to our new Chair, Scott Ream.

I wish Scott and the 2018 Board much success in realizing many of the tremendous opportunities that lie ahead for ACP at the National and Chapter levels. ACP's most valuable asset has always been its membership, and with a united resolve and our strong leadership, we will continue growing into the organization we all envision. It is exciting to be part of the journey.

I wish you all personal and professional success.

Thank you.

A handwritten signature in dark ink, appearing to be 'Bonnie Canal'.

Bonnie Canal
2017 National Chair

ACP Leadership

Ten of the 12 2016 National Board members returned to their positions in 2017. The two new elected members were National ACP member Bret Adams, and Scott Ream, a member of the New York City Metro Chapter. National Chair Bonnie Canal and Secretary Cheyene Marling were both re-elected to new three-year terms.

Thank you 2017 Board of Directors



Bonnie Canal
Chair



Cheyene Marling
Secretary



Dr. Ed Goldberg
Treasurer



Bret Adams



Lissette Giorgi



Susan Guinn



Bill Jancouskas



Dr. Bernard Jones



Charles Jones



Ellen Ku



Scott Ream



Barb Shaw

Welcome 2018 Board of Directors



Scott Ream
Chair



Cheyene Marling
Secretary



Dr. Ed Goldberg
Treasurer



Bret Adams



Scott Baldwin



Megan Epperson



Lissette Giorgi



Susan Guinn



Donna Jacobs



Mary Herbst



Cathy Robbins



David Sayles

Major Initiatives & Events

Chapter Websites

As part of the 2016 association name change, the Board agreed to provide a new, updated web presence to each ACP Chapter. For most, it was a new website; for others it was a profile page on the ACP National site. In the first quarter of 2017, 29 Chapter websites were delivered.

Annual Meeting

The National Board met in Las Vegas in February for its annual face-to-face meeting, which coincided with a one-day National Conference. More than 100 ideas were considered and prioritized for attention over the next three years. The work began with:

- Studying the issue of chapter growth and sustainability with the goal of establishing attainable benchmarks to have all chapters, regardless of size, operate at a sustainable level with opportunity for growth
- Delivering content that is of value. Immediately, the ACP Webinar Series was upgraded and discussions began with some universities with the intent of forming partnerships to develop educational material of particular value to the ACP member professional.

ACP and Capella University to Partner

In December, ACP entered into an agreement with online Capella University whereby ACP members will receive a 10% discount on tuition when pursuing a Capella bachelor's, master's or doctorate degree in any discipline they choose. Details on this program and others under discussion will be released as they are finalized.

2017 Webinar Series

The Board made a commitment in 2017 to enhance its popular webinar series. Board member Susan Guinn headed the effort, which increased the number of webinars from eight in 2016 to 12 in 2017. There were more than 2,800 total registrations, and 2,000 who attended live or later downloaded the webinar recording. Collectively, the topics were targeted to provide members with information relevant to their work as practitioners and to their personal skills as professionals. The topics included:

- Organizational Resilience: 7 Phases That Move You From Crisis Through Recovery
- Merging ICS and BCP for an Optimum Response
- Overview of the 2016 Continuity Insights / KPMG Global Business Continuity Management Program Benchmark Study
- Cybersecurity in Today's World
- Gender Diversity in BCM: Findings & Conclusions from the ACP/Gartner Survey
- Adaptive Business Continuity: A New Approach to Preparedness and Recovery
- Do's and Don'ts for Resume Writing, Interviewing, and Executive Presence
- Weather-Proof Your Business Continuity Plan: Next Generation Strategies for Staying Ahead of Weather-Related Business Risks
- Overview of Technologies for Emergency Evacuations
- Organizational Resilience - Observations and Tips From the Field
- Deciphering Overlapping Standards and Requirements, Using the BCP Genome
- What's a Resilience Professional to Do? Charting a Career Path in the Future World of Robots

National Chair Announces Departure Date

National Chair Bonnie Canal announced in September she would step down from the Board at the end of the year. Canal was appointed in the fall of 2011 to fill a vacancy and served six full years, including the last three as Chair. Her tenure was highlighted by the ACP name change in 2016, expanding the annual National Leadership Conference to a membership-wide event with additional programming to facilitate the professional development of both Chapter leaders and the general membership, and laying the groundwork for new educational opportunities through the development of partnerships with colleges and universities.

The 2018 National Chair, Scott Ream, appointed Megan Epperson as Canal's replacement.

ACP Members Respond to Puerto Rico Crisis



In the wake of Hurricane Maria’s devastating impact on Puerto Rico, the North Texas Chapter asked ACP National to facilitate a phone call among members with business interests on the island. On September 26, 30 ACP members participated in the call to exchange information on status reports, finding information, getting critical supplies to co-workers and families, logistical options and more. North Texas Chapter member and former ACP National Treasurer Michael Carver moderated the call.

2017-2018 Presidents Council Leadership

Andrew Smith of the New York City Chapter returned as Chair of the Presidents Council in 2016. Samantha Van Zilen of the Connecticut Chapter was elected the Council’s Secretary for 2016. Both were re-elected to those positions for 2017.



Andrew Smith
New York City
Metro Chapter



Samantha Van Zilen
Connecticut Chapter

New Alaska Chapter

In December, the Board approved the admission of Greater Alaska as the newest ACP Chapter. This is a particularly noteworthy event, as Greater Alaska was the first to take ACP’s new emerging chapter path to admission. In an effort to help prospective chapters build a strong and sustainable base from the outset, the steps toward full chapter status were strengthened. Most significant is having a minimum of 25 members. Beginning as an emerging chapter allows interested groups limited functionality to meet and act like a new chapter, while concentrating on recruiting members.



Membership

Three years ago, ACP changed its yearly membership renewal system to coincide with the calendar year. One of the benefits of having every membership expire on the same day (December 31) is that it produces a more accurate membership number. Having multiple expirations and renewals on a daily basis, as was the case with the old system, made it difficult to determine an accurate membership number at any time.

At the conclusion of 2017, ACP had 1,686 members in good standing.

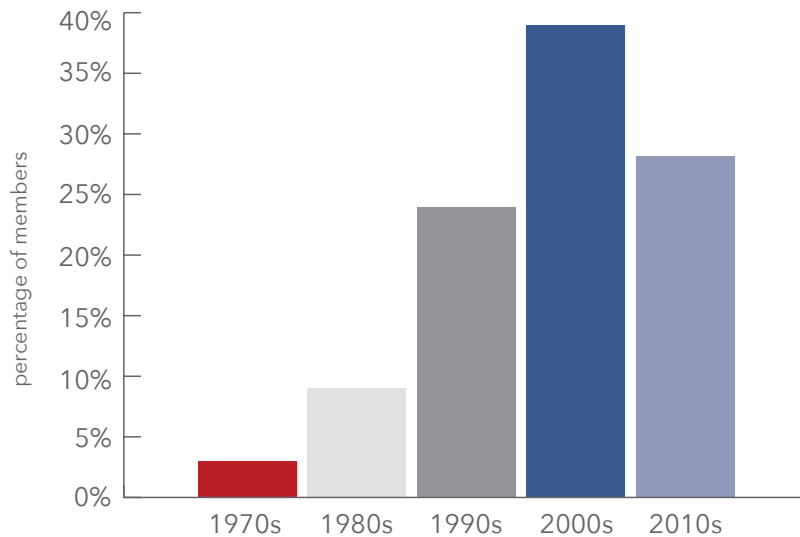
At the beginning of 2017, 53% of the membership was renewed for the new year. At the beginning of 2018, membership renewal was at 55%.

The number of members in "grace" at the start of 2017 was 871. At the start of 2018 the number was 755, a 13% improvement in early renewals.

Here is a demographic look at membership:

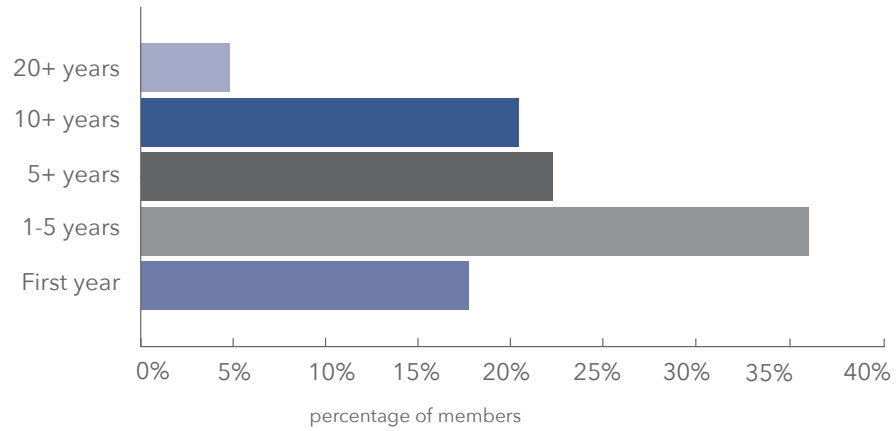
YEARS IN INDUSTRY

1,446 Total Responses



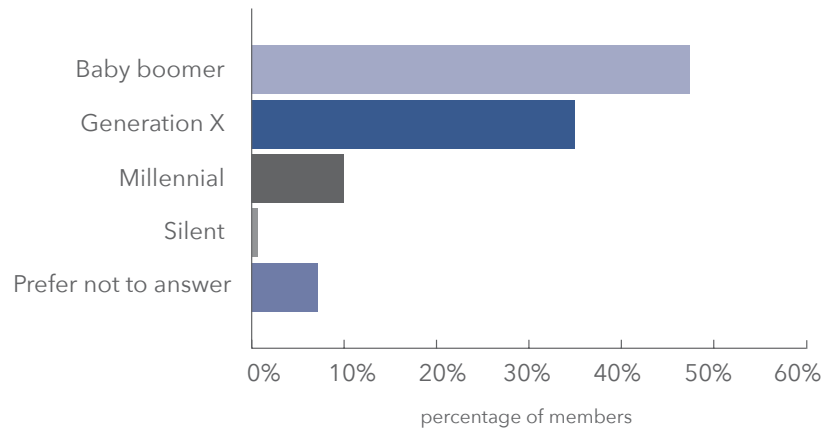
YEARS AS MEMBER

1,446 Total Responses



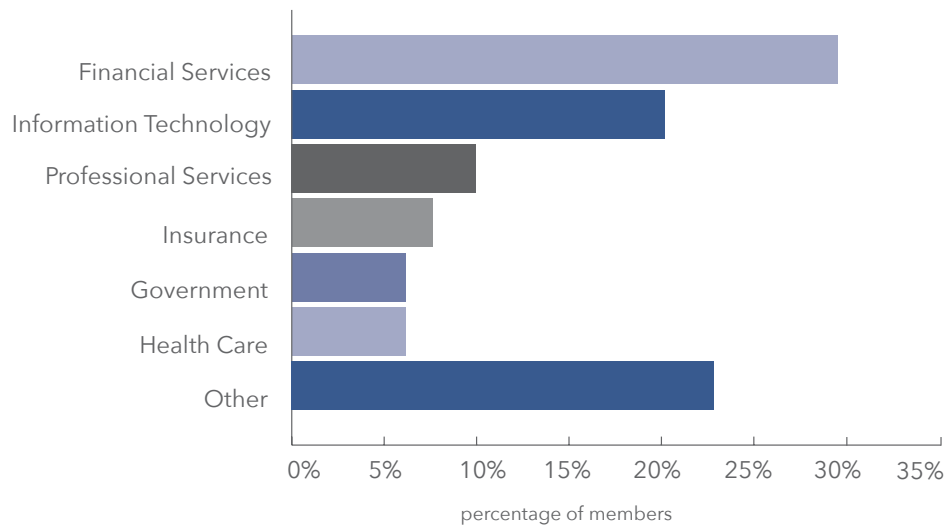
GENERATION

1,417 Total Responses



INDUSTRY DEMOGRAPHICS

1,436 Total Responses



AREA OF EXPERTISE

1,616 Total Responses

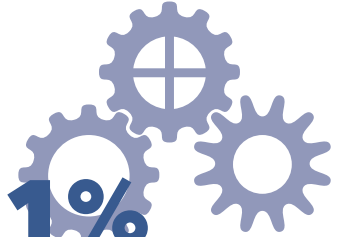


37%

BUSINESS AREA
RECOVERY PLAN
DEVELOPMENT

21%

BUSINESS CONTINUITY
PROGRAM DEVELOPMENT

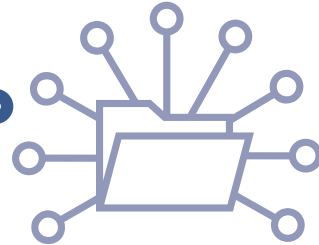


20%

EMERGENCY

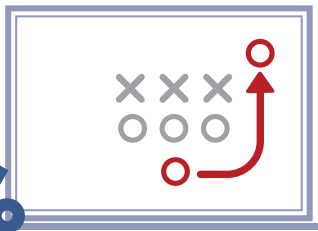
7%

DATA



4%

TEST/
EXERCISING
PLANS



3%

BUSINESS IMPACT
ANALYSIS

1%

INSURANCE



6%

OTHER



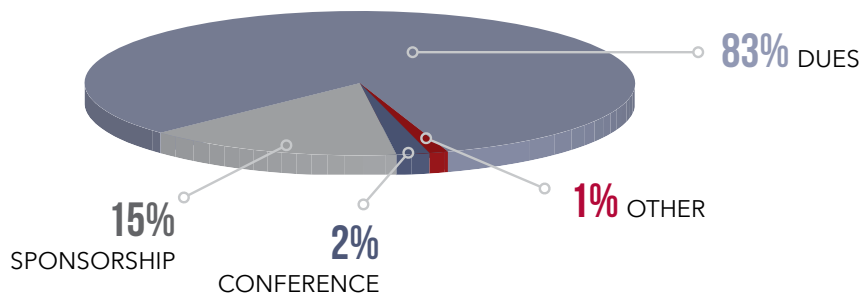
Financials

ACP continues to create a better position for the organization through strict cash management and a conservative budget. Cash management yielded a 22% increase in our cash position over 2016.

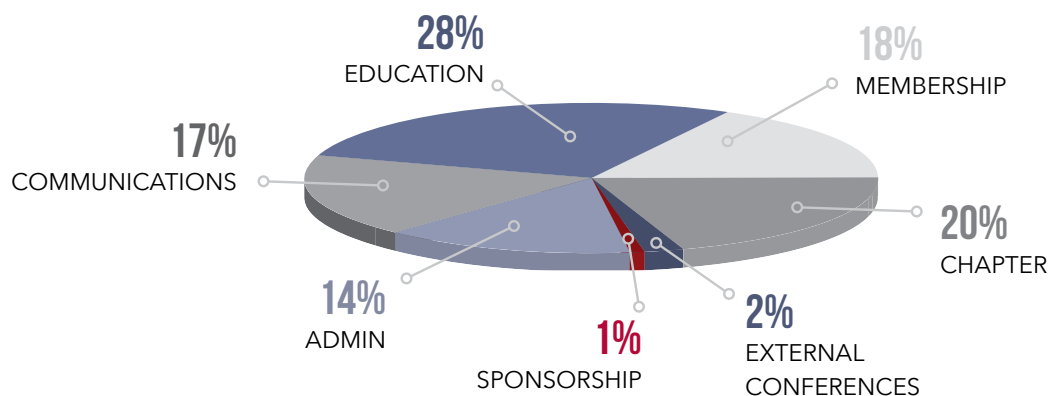
We now have a full year of accrual accounting, giving us more accurate financial reports to allow for better planning.

Monetary figures are in dollars.

INCOME: \$195,261



EXPENSES: \$157,922.80



KEY:

ADMIN/OVERHEAD:

Printing, utilities, insurance, fees, legal, CPA and management of National

CHAPTER:

Chapter management, group tax return, 2015 dues expenses, MVP Awards

COMMUNICATIONS:

Web hosting, new web development, newsletter, National and member communications

EDUCATION:

Conferences and meetings

MEMBERSHIP:

Website, processing fees, postage and renewal mailings

SPONSORSHIP:

Program management

Sponsors & Partners

ACP welcomed three new sponsors in 2017: Strategic BCP, Earth Networks and mindSHIFT. We thank all our sponsors for their commitment to our membership and their support of our programs and initiatives.

PLATINUM



SILVER



BRONZE



PARTNER



Our partnership with Gartner, Inc. produced a survey of the ACP membership on *Gender Diversity in Business Continuity Management*. ACP appreciates Gartner's continuing collaboration.

A Look Ahead

There are six new members of the National Board of Directors in 2018. The ACP membership elected Scott Baldwin, a National member from the San Francisco Bay area; Mary Herbst, a National member from Minneapolis, MN; Donna Jacobs from the Liberty Valley Chapter; and Cathy Robbins from the Northeast Florida Chapter. They fill the seats vacated by Bill Jancouskas, Dr. Bernard Jones, Ellen Ku and Barb Shaw.

In addition, resignations from Bonnie Canal and Charles Jones were filled, per the bylaws, by appointment by the new National Chair Scott Ream. Megan Epperson and David Sayles were confirmed by the full Board.

Scott Ream was elected 2018 National Chair by the Board. Secretary Cheyene Marling and Treasurer Ed Goldberg were both re-elected to those positions.

2018 Goals

At its 2018 organizational meeting, the National Board identified five achievable goals for the year ahead:

1. Increase total paid membership by 10% to 1,855 members by December 31, 2018
2. Increase non-dues revenue by 50% to \$50,000 by December 31, 2018
3. Identify, build and implement at least three new products or services that support our Vision and Mission and clearly enhance the ACP value proposition to our members by September 30, 2018
4. Sustain and retain all active Chapters, excluding those that have already voted to close, and aid in the positive growth of all Chapters
5. Restructure the ACP National Board to better serve our community around clearly defined committees led by National Board members and adequately staffed by the general membership by March 31, 2018.

The Board addressed goal number five at the meeting, creating six committees for 2018:

Operations	Strategic Partnerships	Chapter Development
Membership Engagement	Marketing	Innovations