GEAPS
Grain Elevator and Processing Society

2026-2027

CHAPTER LEADER RESOURCE GUIDE

FOR OFFICERS AND DIRECTORS



WHO TO CONTACT?

If you have any questions that aren't covered in this guide, contact GEAPS Chapter Services at chapterservices@geaps.com or (763) 999-4300.

THANKS FOR VOLUNTEERING

Dear Chapter Leaders,

Thank you for volunteering to serve as a GEAPS chapter leader. Your dedication and leadership helps create meaningful experiences and lasting impact for members in your area.

For many members, their local chapter is GEAPS. The meetings, educational programs, networking events, and professional connections you help provide shapes how members experience the organization and the value they receive from their membership. Strong chapters create opportunities for members to learn, build relationships, and stay engaged with the trends and innovations affecting their careers and businesses.

As a chapter leader, you have the opportunity to make a real impact. Through your efforts, members may:

- Enhance their careers through local educational programs and speakers.
- Build relationships with peers, suppliers, and other professionals in their region.
- Discover new products, services, and technologies at chapter meetings and events.
- Strengthen our industries by exchanging ideas with others facing similar challenges and trends.
- Find opportunities to volunteer, develop leadership, skills and become more involved in GEAPS.

This guide is designed to help you succeed. Inside, you'll find tools, resources, and best practices for planning events, engaging members, and managing chapter operations. Whether you're a first-time volunteer or an experienced officer, these resources can help you lead a strong and sustainable chapter.

Remember, you're not doing this alone. GEAPS staff and fellow chapter leaders are available to support you along the way. Together, we can ensure chapters remain vibrant communities that deliver value to members.

Thank you for your commitment to your chapter and to GEAPS. The time and energy you invest today help create a stronger organization and a stronger future for grain and grain processing.



Sincerely,
Alex Westlind

GEAPS President

THERE IS ONE LEADERSHIP GROUP WITHIN CHAPTER SERVICES

» Chapter Resource Committee (CRC) focuses on developing resources for chapter leaders.

CHAPTER LEADER JOB DESCRIPTIONS

What do chapter leaders actually do?

Job descriptions of GEAPS chapter officers and leaders can vary from chapter to chapter. So can the size of a chapter's leadership team and the titles of those in it. Below you'll find sample officer and director duties that represent best practices for chapter management.

PRESIDENT

- Prepares board meeting agendas
- Presides at meetings
- Appoints committees/task forces
- "Controls the room"– gets members to engage, manages conflict, etc.
- Acts as chapter spokesperson
- Delivers a president's annual report at the annual meeting

VICE PRESIDENT

- Fulfills president's duties if president is not available
- Often chairs the programming committee
- Works with secretary on program communications and promotion
- Trains for president's position

SECRETARY

- Manages chapter communications and marketing and/or coordinates with GEAPS on these items
- Receives member roster (monthly) and new member info (upon receipt) from GEAPS
- Responsible for GEAPS reporting
- Meeting reports (due 30 days after meeting is held)
- Annual Meeting schedule (due Sept. 1)
- Election results (due June 1)

TREASURER

- Serves as the chapter's banking contact – receives bank statements
- Receives and disperses funds
- Keeps record of all receipts, deposits and disbursements
- Balances the checkbook monthly
- Completes GEAPS Financial Report Form (due Aug. 1) annually
- Delivers a treasurer's report at the annual meeting

BOARD OF DIRECTORS (all officers and directors together)

- Sets the chapter's strategic direction
- Approves the operational plan
- Ensures necessary resources
- Approves the budget
- Determines adequate volunteer resources and delegates work (does the chapter need a committee or task force to get work done?)
- Ensures leadership succession
- Provides oversight
- Oversees finances
- Minimizes exposure to risk
- Monitors chapter programs and activities

Chapter Leader Tip:
Create an orientation program for new board members and officers that clearly defines roles and responsibilities.

CHAPTER RESOURCES AT WWW.GEAPS.COM

GEAPS.com is your go-to resource for tools and information to help your chapter thrive. Chapter leaders can find helpful resources in the Chapter Resource Center, located under the Chapters tab. Use these resources to plan engaging chapter meetings, recruit new members, encourage member participation and keep members connected and engaged with GEAPS.

The Chapter Resource Center Section is Organized Into Several Sections



Reporting Forms

Here you'll find the reporting forms that will help you meet your chapter requirements and communicate effectively with GEAPS.



Operations and Governance

This section discusses the business, legal and tax considerations for running your chapter. You'll also find sample chapter bylaws here.



Meeting Planning Materials

Educational programming is at the core of what chapters do. This section of the website is a great starting point for planning chapter meetings.



Recognize Your Members

Recognize your members length of service. This section provides the forms you need to nominate a chapter member of distinction, a lifetime member or order 5, 10, 15 or 20 year member longevity pins.



Find a Speaker

Access a library of potential speakers in the Speaker's Bureau. Sort by topic or region.



Chapter Leader Tip:
Use the chapter resource webpage, chapter leader folder on sharepoint and the Find a Speaker for help and ideas.

YOUR CHAPTER IS A BUSINESS

In 2009, GEAPS launched a plan to ensure that all chapter leaders and chapters, themselves as organizations, would be protected against potential legal and tax liability. GEAPS established several guidelines and best practices for chapters to follow in order to make them legitimate, legal enterprises. This process involved many things:

Your chapter signed the Chapter License & Affiliation Agreement

This document outlines and formalizes the relationship between GEAPS and your chapter. It sets forth mutual obligations, chapter requirements and establishes rules for GEAPS name and logo usage.

Your chapter is incorporated

This means your chapter is a business entity; it stands on its own, separate from its leaders. Your chapter was incorporated as a not-for-profit corporation in the state or province where you're located. Annual or biennial reports are required to maintain your incorporated status. GEAPS will file these for your chapter.

Your chapter has a legal address

GEAPS obtained a legal address or "registered agent" for your chapter. This is a physical address in your state or province that was required for your chapter's incorporation. It is not a chapter leader's address. This address is for legal purposes only; you should not have your bank statements or other chapter correspondence sent there. Your chapter secretary has this address on file. Permanent records are also kept at the GEAPS office.

Your chapter has a tax ID number (U.S. Chapters) or Business Number (Canadian Chapters)

Similar to a social security number, a tax ID or business number is your chapter's identification number. These numbers should be on your bank accounts.

Your chapter is tax exempt

GEAPS has secured a tax exempt status for all chapters. Chapters qualify for tax exemption because of their nonprofit purpose. Being tax exempt does not exempt chapters from all taxes; it exempts chapters from paying federal income tax. Unlike charitable organizations, GEAPS chapters are not exempt from paying sales tax and chapters cannot accept charitable donations. Chapters must file a tax return annually — GEAPS will handle this for your chapter.

Your chapter leaders are protected by Directors and Officers Liability Insurance

All chapters are included in a group Directors and Officers Liability Insurance policy. This coverage protects chapter leaders as they're acting in their roles as leaders. It is a smart business decision to carry this protection. GEAPS pays the premium. Your chapter board should evaluate your chapter's risk exposure and decide if any additional insurance protection is needed.

CHAPTER FINANCIAL REPORT

How to Complete your Chapter's Financial Report

Your chapter's financial report for the previous fiscal year is due August 1. The GEAPS fiscal year runs from July 1-June 30.

Download a copy of the Financial Report Form on the "Reporting Forms" tab of the Chapter Resource Center on the GEAPS website or you can use the Chapter Leader SharePoint Folder. Complete the form by filling in your financial information from the most recent fiscal year. The Excel workbook has two sheets. The first worksheet is "Statements" and the second is "Transactions." The Transactions worksheet is optional. The "Transactions" worksheet can be used to record your income and expenses throughout the year. The information you record on the transaction sheet will be automatically filled in on the income statement.

The "Statements" sheet consists of two financial reports - the top section is a Balance Sheet and the bottom section is the Income Statement. You must complete both parts. In the Balance Sheet section, fill in your chapter's current financial information:

ASSETS

- Cash:what's in your checking account
- Investments: savings accounts, CD's, any other investments
- Accounts Receivable: money expected but not yet received
- Property and Equipment: any property or equipment your chapter owns
- Other assets: any other assets your chapter owns

LIABILITIES

- Debt and Unpaid Expenses: accounts payable
- Other liabilities : any other liabilities your chapter has

Both of these sections will total in the blue "Total Assets" and "Total Liabilities" boxes at the bottom of the top section

In the Income Statement section, fill in all of your chapter's revenue and expenses during the previous fiscal year. The bottom box is a self check to make sure your statements balance. The formula is this: the current assets reported in the previous year plus the net income for the current year must equal the current assets.

REVENUE

(will total itself in blue "Total Revenue" box)

- Meeting income
- Sponsorship income
- Interest gained on chapter bank account, including dividends on gains
- Other

EXPENSES

(will total itself in blue "Total Expenses" box)

- Meeting expenses
- Scholarship expenses
- General operations/administration expenses
- Other expenses

Your chapter's net income will calculate in the blue "Net Income" box at the bottom of this section

If you would like to know the previous June 30 bank balances that are on file for your chapter, or have any other questions about completing this report, contact Chapter Services by email at chapterservices@geaps.com or call (763) 999-4300.



Chapter Leader Tip:

You can save all financial information and reports in your Chapter's SharePoint folder. This is an easy access point for you as a leader and future leaders.

CHAPTER FINANCIAL Q&A

Chapter W-9 Forms

Q: I received a request to complete a W-9 Form. What is this and how do I complete it?

A: Form W-9 — Request for Taxpayer Identification Number and Certification — is one of the most commonly used IRS forms. If you ever find yourself filling out a Form W-9, it generally means that a business or person who is paying your chapter money needs your chapter's tax ID number so it can notify the IRS of the amount.

To complete the form, you will need the following information:

- Your chapter's legal name – "Grain Elevator and Processing Society _____ Chapter".
- Your chapter's legal address – this can be found on your chapter's Articles of Incorporation. This address is NOT a chapter leader's address.
- Your tax ID number – contact your treasurer for this.
- Signature by a chapter officer.

GEAPS has all of the above information — legal name, legal address and tax ID number — on file.

Contact Chapter Services at (763) 999-4300 or chapterservices@geaps.com if you need assistance. Once you have completed this form, it can be saved and given out for subsequent W-9 requests.

10 STEP ANNUAL BUDGETING CHECKLIST

Adapted from Nonprofits Assistance Fund

1. DETERMINE TIMELINE

- Set target date for board approval
- Allow time for review and discussion
- Approve before beginning of fiscal year

2. AGREE ON GOALS

- Prioritize program delivery goals
- Set organizational financial goals
- Clarify annual goals from strategic plan

3. UNDERSTAND CURRENT FINANCIAL STATUS

- Review current year income and expense compared to budget
- Forecast to the end of the year
- Analyze and understand any variances

4. AGREE ON BUDGET APPROACH

- Assign roles and responsibilities
- Agree on authority to make decisions
- Agree on how much uncertainty can be included (how many unknowns)

5. DEVELOP DRAFT EXPENSE BUDGET

- Determine costs to reach program goals
- Determine costs to reach organizational and strategic goals

6. DEVELOP DRAFT INCOME BUDGET

- Project income based on current sponsorship and revenue activities
- Project income based on new activities

7. REVIEW DRAFT BUDGET

- Verify that the draft meets program and organizational goals
- Make adjustments, based on goals and capacity, to match income and expenses
- Review final draft

8. APPROVE BUDGET

- Present to any committees as needed
- Present to the board for approval

9. DOCUMENT BUDGET DECISIONS

- Create a consolidated budget spreadsheet and file

10. IMPLEMENT BUDGET

- Assign management responsibilities
- Incorporate into accounting system
- Monitor and respond to changes as needed

GEAPS CHAPTER REQUIREMENTS

In order to maintain GEAPS active chapter status, chapters must comply with the provisions of the Chapter License and Affiliation Agreement. Those requirements are listed below.

Chapter Requirements	Deadline
Hold at least three meetings annually and report them to GEAPS	June 30
Hold and report chapter elections	June 1
Membership year begins	July 1
Submit chapter meeting schedule	Sept.1

1. Hold at least three business meetings each year, providing a summary report to GEAPS within 30 days following each meeting. On the Chapter Resource Center page of the GEAPS website, click on “Reporting Forms” and then “Chapter Meeting Report Form.” Fill out this quick online report with basic details from your meeting and click “Submit.”

2. Conduct chapter officer elections in accordance with your chapter’s bylaws and report the results no later than June 1 or within 30 days of the election, whichever occurs first. Some chapters have one-year terms and others have two-year terms. Review your chapter’s specific by-laws for specific information.

   On the Chapter Resource Center page, click on “Reporting Forms” and then “Election Report Form.” Fill in your chapter’s current information including your entire board roster (not just those elected in cases where there’s a split board) and click “Submit.”.

3. Complete and submit a financial report as well as June 30 bank and investment account statements by August each year. Submit your chapter’s June 30 bank and investment account statements each year. Forms can be found on the Chapter Resource Center page click on “Reporting Forms” and download the Financial Statement. GEAPS staff will verify that the ending balances for the statement will match the ending balance on the submitted balance sheet. GEAPS staff will verify all statements are reconciled to your submitted financial report. It is recommended that chapter leaders review the verified financial information.

4. Schedule at least three business meetings for the coming year, and report the schedule to GEAPS by Sept.1. You can use the “Schedule Report Form” to submit your information. Include as much detail as possible, including: date, time, place, topic and contact person, or follow up in advance of your meeting with the missing details.

All chapter reports can be sent to chapterservices@geaps.com

CHAPTER SERVICES CALENDAR

There is a wealth of valuable information for chapter leaders and members on geaps.com. The Chapter Resource Center page is the first place for chapter leaders to look for tools to help you plan a meeting, market you chapter and membership development.

July 1: Membership year begins

Mid-July: GEAPS Leadership Conference

Aug. 1: Financial reports due

Sept. 1: Meeting schedule due

June 1: Election results due

June 30: Meeting reports due; End of membership year



WHAT DOES GEAPS DO FOR CHAPTERS?

ADMINISTRATIVE ASSISTANCE

1. File your chapter's annual renewal and pay the renewal fee (required at the state or provincial level)
2. Obtain and pay for chapter-group Directors and Officer Liability Insurance policy and General Liability policy
3. Obtain not-for-profit tax exemption and renew annually
4. File appropriate tax forms
5. Send out member list to the President and Secretary monthly. Send out new members when they join

LEADERSHIP DEVELOPMENT

1. Develop the Chapter Leader Guide
2. Connect with other chapters regularly through the Chapter Resource Committee

MEMBER DEVELOPMENT AND RECOGNITION

1. Provide the chapter roster on the 15th of every month to the chapter president and secretary
2. Send alerts to chapter secretaries when new members join your chapter
3. Provide GEAPS promotional materials for member recruitment and chapter exhibit booths
4. Membership Pin Program to help recognize 5, 10, 15 and 20 year members

PROGRAMMING SUPPORT

1. Publicize upcoming chapter events on GEAPS website, chapter specific emails, social media and In-Grain newsletter
2. Recognize and summarize chapter activities in In-Grain and social media
3. GEAPS staff to call if you ever need additional chapter support
4. Provide online registration for chapter meetings
5. Manage the online Speakers Bureau



Chapter Leader Tip
Designate people to welcome new attendees and introduce them to others at your meetings.

PLANNING YOUR MEETING

The following is a list of ideas for chapter meetings. Many chapters like to have variety in their meetings with fresh meeting ideas that can generate greater interest in those chapter members who may normally not attend chapter meetings. Use this list at your chapter's summer planning meeting when you are creating your yearly meeting schedule.

- ALICE Training- Active Shooter Training
- Aeration Management
- Industry Update
- Associate's Night
- Bin Rescue
- Chapter Product Show
- Concrete Restoration
- Crop Production and Quality
- FSMA
- Dust Collection Design and Maintenance
- Electrical Safety
- Emergency Preparedness
- Enzymes to Increase Oilseed Yield
- Equipment Maintenance and Upkeep
- Existing Cement Bin Structure and Repair
- Facility Safety and Permitting
- Fall Protection Training
- Food Modernization Act
- Fumigation Recertification Seminar
- Grain Facility Automation
- Grain Grading and Grain Management
- Grain Outlook
- Grain Quality and Food Safety
- Grain Storage
- Hands-On Maintenance Session
- Harvest Outlook
- Lubricants in Elevators
- Manlift Safety and Maintenance
- Modified Grain Bin Rescue Awareness Rescue Demonstrations
- ANSI Standards
- Vessel Mandates
- Pre-Harvest Dryer Maintenance
- Hazard Monitoring
- Gear Box & Motor Maintenance
- Preventive Maintenance and Safety Training
- Rail Yard Maintenance
- Rescue Training
- Safety in the Food Chain
- Scale Maintenance
- Site Compliance Audit
- Structural Failure
- Structural Integrity and Demolition of Elevated Grain Storage
- True Cost of Risk (Insurance, work comp., contractors)
- UAV Technology for Structural Inspection
- What to Expect from Grain Facility Construction Contracts
- Worker's Compensation Updates

Chapter Leader Tip:
Get to know your chapter's non-attending members better. What can your chapter do for them? What can you do to encourage local non-members in coming to your events?

PLANNING YOUR MEETING

Find a Speaker

To help save you time in finding speakers, GEAPS has developed a database of speakers. You can search by name, general key- words, travel regions and fee. Only members have access to the Find a Speaker. To access go to the Chapter Leader Resource Page and click on Find a Speaker. You will be asked for your Username and Password. It is the chapter's responsibility to contact the speaker and make arrangements. If there is a speaker fee, the chapter will pay the speaker directly.

Registration Assistance

Many GEAPS chapter meetings and events require some form of registration. GEAPS can handle your registration needs! Here are just a few reasons chapters should consider utilizing online registration:

- Ensure payment before meal guarantees
- Focus on planning meetings instead of administrative work
- Track member engagement
- This is a complimentary service

Official policy for chapter event registration:

At least four weeks prior to the event, chapter leaders must submit:

- All information requested in the chapter meeting schedule report form
- Pricing to include member and non-member pricing, if any
- Electronic funds transfer banking information (contact GEAPS Staff)
- Registration open and close dates
- Cancellation policy
- On-site registrations to be handled by the chapter
- All cancellations to be handled by the chapter, per the chapter policy
- Funds to be transferred by direct deposit within four weeks
- Any phone calls to GEAPS staff will be directed to the contact for that specific event

Why chapters should utilize online registration:

- Members will be able to register online and pay by credit card
- Chapter contact will be sent registration on a daily basis as registrations are received.
- GEAPS does not charge any credit card fees

GEAPS EDUCATION RESOURCES

GEAPS Exchange
GEAPS Exchange offers nearly 40 hours of educational programming on the latest trends and technologies in the industry. The Exchange features 45 minute long educational sessions, innovation stations and workshops.

GEAPS Online Learning
GEAPS Online Learning helps individuals build technical expertise, strengthen leadership abilities, and stay current with best practices.

GEAPS Online Learning provides practical education designed by experts who understand the industry. Courses are available on-demand, allowing learners to complete training when it fits their schedule. Course lengths vary, with most taking between one and ten hours to complete.

GEAPS Exchange 2027
February 20 – 23
Kansas City, Missouri

GEAPS Exchange 2028
February 26 – 29
Kansas City, Missouri

GEAPS Exchange 2029
February 24 – 27
Kansas City, Missouri

Credentialing Program
The credential in Grain Operations Management (CGOM) and Grain Processing Management (CGPM) are the only formal credentials in the grain industry. They are obtained by completing six courses. When you earn a credential, you receive a certificate commemorating the accomplishment, and can list the credential on your business cards, resumes, email signatures and LinkedIn profiles.

There are also Specialist Credentials

- Grain Handling Equipment Management
- Grain Quality Management
- Property and Casualty Risk Management.

The Master Credential in Grain Operations Management is earned by completing the CGOM and all three specialist credentials. It is the highest form of training available in the industry.

GEAPS and KSU Hands-On Training: Conveyor Equipment
The Hands-on Training (HOT) program emphasizes learning by doing. Participants are taught how to safely operate, maintain and repair common conveying equipment through demonstrations, practice and immediate feedback. Participants will work in small groups over two and a half days on site at Kansas State University.

KSU–GEAPS Grain Elevator Managers
This training focuses on the science behind practices used in grain management. New managers will learn the information they need to correctly interpret the experiences they will have when managing grain quality, and the insight they will require when evaluating the practices used by their predecessors.

GEAPS Leadership Conference
As the grain industry continues to grow and evolve, having well-trained, well-educated and thoroughly prepared leaders is more important than ever. GEAPS Leadership Conference is designed specifically to help meet those essential needs. The summer conference focuses on building and honing communication and leadership skills.

GEAPS Emerging Leaders Workshop
GEAPS Emerging Leaders Workshops are one-day workshops brought directly to various GEAPS member regions. They feature a consistent curriculum and expert trainer, making high-value professional development accessible and affordable to front-line leaders.

For more information on GEAPS Online and Credentialing programs, visit www.geaps.com.

CHAPTER LEADER TIP

Chapter Leader Tip:
Promote your chapter's opportunities and events early and often.

GEAPS' BOARD AND COMMITTEES

International Board of Directors (IBD)
The International Board of Directors represents the interests of all members in evolving and advancing GEAPS' strategic plan. The Board identifies and oversees the development, implementation and operation of member programs and services to ensure that they best serve GEAPS' core purpose.

Chapter Resource Committee (CRC)
The Chapter Resource Committee works to optimize the chapter network by strengthening chapter leaders and improving chapter operations and programming.

Education and Training Committee (ETC)
The Education and Training Committee's vision is to provide premiere education and training to the global grain industry. We strive to be the foremost knowledge resource in our industry, empowering members to advance their competencies and achieve professional growth.

Education Programming Committee (EPC)
The Education Programming Committee (EPC) works to develop and deliver high-quality educational programming for Exchange while supporting additional educational initiatives including GEAPS Leadership Conference and Emerging Leaders Workshop.

Events Futures Committee (EFC)
The Events Futures Committee works to shape the future of GEAPS events by discussing policies, programming and future sites to make recommendations and share creative ideas for how to make GEAPS events the best they can be for both attendees and exhibitors.

Membership Committee (MC)
The Membership Committee works to research, develop, execute and track impact for tactics related to membership and member value.

For more information or to get involved, contact Chapter Services at (763) 999-4300 or chapterservices@geaps.com



Chapter Leader Tip:
Get new leaders involved by giving them small tasks and work them up to larger tasks and commitments. Ask them to help. Most volunteers want to be asked.

RECOGNIZE YOUR MEMBERS

One of the privileges of being a chapter leader is having the opportunity to recognize chapter members for their dedication and loyalty to GEAPS. GEAPS offers several programs to honor members, and you can also think about recognizing members with plaques, GEAPS wearables, scholarships, awards and letters to their employers.

GEAPS MEMBERSHIP PIN PROGRAM

Every year you have an opportunity to purchase 5, 10, 15 and 20 year pins for members who reach these milestones in membership. Look for an email in the fall with a list of the eligible members and instructions for ordering.

GEAPS International awards longevity pins to members who have maintained their membership for 25, 40 or 50 consecutive years.

CHAPTER MEMBER OF DISTINCTION

You can recognize extraordinary leadership or service to your chapter through the Chapter Member of Distinction Award Program. Designate a member for the award by completing the form on the Chapter Resource Center page of the GEAPS website . You can submit the form online under the “Recognizing Your Members” tab. The deadline for applications is December 31, 2026.

Any GEAPS member must meet these two criteria to qualify for the award:

- Must have been a member for at least five of the past 10 years
- Must have volunteered outstanding leadership or service to their chapter.

For more information on chapter pins or Chapter Member of Distinction, please email chapterservices@geaps.com or call Chapter Services at (763) 999-4300.

LIFETIME MEMBER

Chapter leaders are invited to nominate retired members who have been active in GEAPS during their career. You can find the Lifetime Member nomination form on the GEAPS website, under “Chapter Resource Center” and then “Recognizing Your Members.” The following criteria must be met for a member to have Lifetime status:

1. Must be fully retired from active service in the grain handling, feed manufacturing, milling, processing or related industries.
2. Has been a Regular, Associate or Affiliate member for at least five of the last 10 years.
3. Has been a member for over 15 years.

For questions or more information on the chapter recruiter incentive program or lifetime membership, please email chapterservices@geaps.com or call Chapter Services at (763) 999-4300.

CHAPTER RESOURCE LEADERSHIP

The Chapter Resource Committee is here to make sure you have all the tools and knowledge you need to run your chapter effectively. We are here to help.



Scott Brittingham
GEAPS Mid-Atlantic Chapter
Chair



Josh Schmidt
GEAPS Hoosier Chapter
Vice Chair



Scott Steinke
GEAPS Michigan/South Ontario Chapter
Board Liaison

CONNECT WITH GEAPS ON SOCIAL MEDIA

GEAPS' social media communities are a great way for chapter leaders and members to stay connected, share ideas and keep up with what's happening across the Society. Follow GEAPS to network with fellow members, discover upcoming events and online learning opportunities, get the latest GEAPS Exchange updates, and share ideas for future programming.

Encourage your chapter members to connect with GEAPS on LinkedIn, Facebook, Instagram, YouTube and X—and join the conversation!

Connect with GEAPS on:

Facebook
facebook.com/geaps

LinkedIn
linkedin.com/company/geaps

X
twitter.com/#!/GEAPSinfo

YouTube
Watch GEAPS YouTube

Instagram
instagram.com/geapsinfo

Promote Your Chapter on GEAPS Social Media

Chapter officers are encouraged to submit social media requests through the Chapter Leader Forms. GEAPS can help promote upcoming chapter events and recap events after they take place, helping your chapter reach a broader audience and showcase its activities.

For the best results, submit promotion requests at least three months before your event whenever possible. Be sure to provide event details, registration information, photos or graphics, and any other content that will help GEAPS promote your event.

After your event, send GEAPS photos and highlights so we can help share your chapter's activities with the broader GEAPS community.

For questions or help with social media requests, contact the Chapter Services team at chapterservices@geaps.com.

GEAPS STAFF CONTACTS

Questions?

Contact chapterservices@geaps.com or any of the individuals below to direct your question.



John Caupert
Chief Executive Officer
John@geaps.com



Karli Herrstrom
Event Coordinator
Karli@geaps.com

Lora Grafenstein-Kinzel
Administrative Operations Coordinator
Lora@geaps.com



Jim Lenz
Director of Training and Education
james@geaps.com



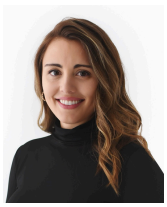
Betsy Polis, CMP
Senior Director of Conferences, Events and Expos
Betsy@geaps.com



Kari Tusler
Communications Manager
Kari@geaps.com



Sandra Wright
Executive Assistant
Sandra@geaps.com



Jackie Hayes
Senior Director of Communications, Marketing and Industry Relations
Email: Jackie@geaps.com



Audra Kamin, CMP
Director of Conferences & Expos
Audra@geaps.com



Julia Kloehn, CAE
Senior Director of Administration and Board Relations
Julia@geaps.com



Krissy Ohnstad
Marketing Manager
Krissy@geaps.com



Carley Snider
Learning & Development Manager, Acting Membership & Chapter Services Manager
Carley@geaps.com



Juan Pablo Velazquez
Exhibitor Relations & Sponsorships Manager
JP@geaps.com











GEAPS

2001 Killebrew Drive, Suite 112, Bloomington, MN 55425
Phone 1-763-999-4300 | info@geaps.com
www.geaps.com