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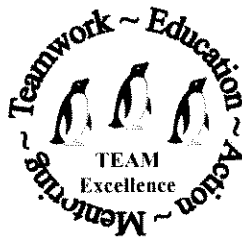
The Monthly Newsletter of the Crow River Chapter....International Association of Administrative Professionals

Volume IX, Issue 11

June 2006

Crow River Chapter IAAP

Team Excellence



Crow River Chapter
2005 - 2006

Crow River Chapter

'06-'07 Chapter Officer's Elected and Installed

At the annual meeting on June 6 we installed our officers (Nancy and Patrice will be installed at the September meeting) for 2006-07 and new member Catherine Ziemann.

Our new board includes:

Karen Ostlund, President
Shirley Viesselman, President-Elect
Nancy Kaping, Vice President
Patrice Davis, Secretary
Vickie Kachelmeier, Treasurer

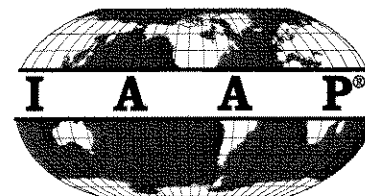
It was great to see so many of you there and providing input for the upcoming year.

MN-ND-SD Division Fall Conference

Let's all plan to attend the MN-ND-SD Fall Conference at Madden's on Gull Lake, Brainerd, MN, October 13th - 15th.

"Excellence is not an act, but a habit."

- Aristotle



International Association of
Administrative Professionals®

**Please feel free to copy or route
this newsletter to your team of
Administrative Professionals!**

President's Corner

The year has really flown by. It has been a year of TEAM Excellence – Teamwork, Education, Action and Mentoring. It is time to retire our penguin mascot, but not the team effort it signifies, and to “cheer” on the team with SPIRIT as the new board takes over.

Thank you for allowing me to serve as President this past year. It has been a year of learning and opportunity for me and I appreciate all of your advice, encouragement, support and efforts throughout the year. Your hard work on the various committees and activities, and especially the board are a tribute to you and the chapter.

Good luck to the new board as Karen takes over the helm. Let's provide them with the same team effort and support.

Have a great summer!

Lottie

Update Your Info on Chapter Website

Please take a couple moments and go out to our chapter website at:

www.iaap-crowriver.org

and check your personal information in the members only section. To get into this, you will need your IAAP membership number. The password for everyone is *password*. It would be great to have all the information reviewed and updated by the end of July. There are several birthdays missing... don't need a year!!!

New Member Installed

We were thrilled to install Cathy Ziemann, as a new member of our chapter. Cathy is the Executive Assistant to John Ingleman, CFO at Hutchinson Technology Incorporated. Welcome Cathy!!!

2006-2007 Committees

I thought we had a great meeting last night. There was much discussed and we're on our way to another great year of IAAP.



If you were not able to attend, please take a moment to review the committees to see where you might be able to contribute. I look forward to hearing back from you. Have a GREAT summer!

Audit	(Need 2) <i>Marilyn Schreiner</i>
BYLAWS:	<i>Lottie Kottke</i>
CPS/CAP Coordinator:	
EDUCATION/ PROGRAM	<i>Vicki Kachelmeier, Marilyn Schreiner (*This includes PUBLICITY AND PUBLIC AWARENESS, this year.)</i>
WAYS & MEANS:	<i>Kim Stork, Cathy Ziemann</i>
SPRING SEMINAR:	
HISTORIAN:	<i>Betty Nielsen, Maxine Kenning</i>
RESERVATIONS/ HOSPITALITY:	<i>Cathy Ziemann, Kim Stork</i>
PROFESSIONAL IMAGES/ NEWSLETTER:	
WEB SITE:	<i>Peggy Reding, Nita Nurmi</i>

The outgoing Chairman of each committee serves as a member of the committee for the year following in an advisory capacity.

The President serves as member ex-officio on all committees except Auditing and Nominating Committees, so please let me know when you are going to meet this summer to prepare for next year. I would love to join you. . .

Karen Ostlund, Incoming President

Reflections on the IAAP 2006 Spring Conference

By Jean Forsberg

On May 19-21, 2006 I had the opportunity to attend the 2006 MN-ND-SD Division Annual meeting and conference. This was my first time attending any kind of professional conference so I didn't really know what to expect. I have to admit, when I first arrived at the conference I was thinking to myself "Oh great, I'm going to be stuck here all weekend not knowing what is going on." I'm happy to report that the minute that I walked into the conference room my fears were quickly eased. I was quickly introduced to people who made me feel welcomed from the minute that I walked through those big doors of the conference room.

I'm really happy that I attended this event, because it was an opportunity to get to know people who work in the Administrative Assistant field.

By attending this event I was able to network with others already in this career path. Everyone that I talked to this past weekend was very kind to me and gave me tips on trying to find work and connecting me with others who might have connections. One of the biggest things that I gained this weekend was some awesome new friendships! I made many new friends from the Red River Chapter. By the end of the weekend I became an "unofficial adopted member" of that chapter. To anyone who has never gone to a Division Annual Meeting, I would strongly encourage you to go! I know that if time and circumstances permit, I WILL be in Fargo at the 2007 meeting!

Friday's session talked about the gender differences between men and women. There were many interesting points mentioned during this session. But the two points that stuck out in my mind are the following ones: We as women need to bring confidence around what we bring to the table, and that we should focus our time on the present and make the most of our time here on earth. From a student's perspective, I found the Saturday morning business meeting to be very dry/boring. The reason that I feel that it was rather dry and boring is because as a new member I didn't know enough about all of the bylaws and things for it to make sense to me. There was however a touching moment before the actual meeting

took place. The touching moment was when they took time to remember the members who have passed away. During that part of the meeting they played a very powerful power point called "My Life on a Train". I have to admit that powerpoint really touched my heart and made me cry a bit.

At Lunch on Saturday there was a speech about how we as women are phenomenal women of substance in each of our own unique ways. We read a poem by Maya Angelou. Saturday evening the banquet/awards ceremony was held. The banquet was kind of interesting to see what types of awards they give out and to see who they honor. But yet at the same time, the whole thing seemed to get rather long and drawn out. From a newcomers perspective, I think that the banquet should have been handled a little bit differently so that it wasn't so long and drawn out. I think what might have cut down on some of the time is if they would have moved the time of the banquet up and began presenting the awards right away after the supper and then had the entertainment after the awards, so that way anyone who wanted to or needed to leave could leave, instead of feeling obligated to having to stay.

Chapter Birthdays

The Crow River Chapter Would Like to Wish a Very Happy Birthday to the Following Members



Linda Butzin – 4th
Shirley Viesselman – 17th
Sharon Krueger – 18th

June Guest

Marilyn Schreiner, was a guest at our June Annual Meeting..... but, she won't be a guest anymore. Not only did Marilyn volunteer to work on a couple committees at the meeting, she got her membership application in the mail the next day. So, we will look forward to installing Marilyn at our kickoff meeting in September.

Congratulations Nita!

Congratulations to Nita Nurmi, CPS/CAP on being elected and installed the MN-ND-SD Division President-Elect.

Crow River Chapter Members @ 6/20/06

Donna Baysinger, CPS	Linda Butzin
Phyllis Cripps	Patrice Davis
Linda Eggersgluess	Jean Forsberg
Vicki Kachelmeier	Nancy Kaping
Maxine Kenning	Lottie Kottke
Michele Krippner	Sharon Krueger
Linell Loncorich	Sharon Maus
Betty Nielsen	Nita Nurmi CPS/CAP
Karen Ostlund	Peggy Reding
Dorothy Ryan-Anderson	Marilyn Schreiner
Kim Stork	Shirley Viesselman
Cathy Ziemann	

25 cent fine...

A new little 25 cent *fine* was charged to a member at our monthly meetings who didn't wear their name badge!!! Throughout the year, we collected \$5.50. The board decided to continue with the fine for the upcoming year and just add to that amount.

Habitat For Humanity

Sheryl Woodworth made a presentation to our chapter back in February about Habitat For Humanity and how the non-profit organization works. Our chapter decided to pitch right in and volunteer to help with the home they are currently working on. What a great community project for our chapter.

We have been scheduled for Saturday, August 19th from 8:30 am to 3:00 pm. Be sure to mark your calendars.

Karen Ostlund has asked that you let her know if you will be able to participate by the end of July.

More details to follow as we get closer to that date.

Microsoft Clip Art

If you're like most people, when you think "clip art," you think of black and white line drawings, two color objects and maybe a chart or two. And if you think of "Microsoft Clip Art," you think of all that plus the ubiquitous "peanut people."

Microsoft has come a long way. The "Microsoft Office Clip Art and Media Home Page" now offers full-color photographs, PowerPoint animations, animated web art and more. Be sure and bookmark it for your next newsletter or report.

***"Dreams take us to faraway places that
only our
hearts can see!"***

Author Unknown

Contact Info Reminder

Just a reminder, please inform your local chapter and headquarters whenever you make changes to your contact info.

HQ can be reached at membership@iaap-hq.org. Please send your address changes (e-mail addresses are important) to slkklg@hutchtel.net. The info will also be forwarded to Division to have the e-mail listing updated as well. (The Division listing can be found on the Members Only page of the website at www.iaap-mnndsd-division.org.)

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www.iaap-mnndsd-division.org

July 10Incoming Board Member
.....Barbeque
August 7-102006 IAAP International Conv,
..... Reno, NV
August 19.....Habitat for Humanity Project
September 5 Crow River Chapter Meeting
October 13 – 15 MN-ND-SD Division Fall
..... Conference, Madden's on Gull Lake,
..... Brainerd, MN

Upcoming Events

**You are Invited to the Next Meeting
Of the Crow River Chapter of IAAP...**
Plan To Attend!

When: First Tuesday of Each Month, Starting
in September

Where: Victorian Inn
Hutchinson, Minnesota

Time: Networking & Dinner 5:30 p.m.
Customer Service
Program and Fellowship
