



December 20, 2006

Greetings from your International President:

Thank you everyone, for the outstanding job you did in 2006 in “*Shaping the Future*” of our association. As I look at the New Year, my expectations continue to focus on Chandler’s 5-C’s.

COMMITMENT:

January is usually a slow month for many of us, but for IAAP members, it’s time to hit the ground running. Our IAAP year is almost at the half way point, and we have much to accomplish before we meet in Tampa in July 2007.

Recently, I reviewed the IAAP winners of the various recognition programs on the website and was absolutely thrilled at the fantastic job you are doing. You are definitely committed and dedicated to being the best you can be.

CONTINUING EDUCATION:

Make plans to attend the Professional Education Conference in La Jolla, CA, March 5-7, 2007. The theme of the conference is “*Skills for the Global Workplace.*”

If you have never attended, this is an excellent opportunity for continued professional development training with recertification points included! Information has been mailed out, and it can also be found on the website.

A sub-committee was appointed by your International President to continue working on developing an employer advisory group. Names of potential advisory group members are being collected internally, and plans are to have the committee in place by mid to late January. Plans are to utilize the employer group to participate in teleconference panel discussions that will be recorded and used as a training resource.

COMMUNICATION:

On Saturday, December 9, 2006, I participated in a conference call with the 2006-2007 Division Presidents. Special thanks are extended to one of our Division Presidents’ employer who provided the dial-in capabilities for the call.

Accomplishments to date were provided by the participants as well as their goals for the New Year. Another conference call has been scheduled for Saturday, April 14, 2007.

International Board members’ visibility at your upcoming Division Annual Meetings is very important. A sub-committee was appointed to look at ways to have representation at each of the meetings. If you currently do not have an International Board member attending, please consider inviting one of your Board members to attend.

CREATIVITY:

The web-based community software project is progressing. This new system is designed to integrate every level of IAAP into a robust online community. To date, there are approximately 100 divisions/chapters that have been given access to participate. **We have extended the free trial period until January 15.** This is exciting news enabling more chapters to sign up and get started with the software.

Let's work together to find creative ways to encourage IAAP members to take more active roles in our divisions and chapters. As career-minded administrative professionals, we are never too busy to turn our jobs into careers through our involvement in IAAP.

CONNECTIVITY:

Encourage your members to focus on the 3rd Annual OfficeTeam Administrative Excellence Award. Deadline for entries is Wednesday, January 31, 2007, and details can be found on the website.

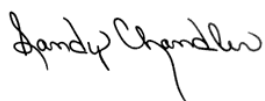
Administrative Professionals Week and Day is another excellent means of connecting with the members and prospective members. The theme this year is "*Shaping the Future.*" Encourage your chapters to purchase the 2007 APW Commemorative Pin that is a fund raiser for the 2007 International Convention and Education Forum to be held in Tampa, Florida.

In closing, I have the following questions for each of you:

1. Will you join me during the remaining IAAP year to work together to inspire and equip all administrative professionals to attain excellence?
2. Will you join with me in making a pledge to step up and invite at least one prospective member to join our association?
3. Will you join our IAAP international, division and chapter leadership team, as we reach out to build more connections to the business community and increase awareness of IAAP?
4. Will you join me as we encourage students to get involved in our Student Chapter programs?

THANK YOU VERY MUCH for all you do for IAAP. I continue to feel privileged and blessed to serve as your International President.

Have a wonderful and safe holiday season.



2006-2007 International President

