

February 23, 2009

Tri-City Chapter



Fundamentals of Excellence

NEWS

From Your President - Mary B. Schrum CPS

The leadership conference in Lynchburg was very informative and I had everyone of you in mind while I was there.

You will not want to miss our March 3, 2009, program by presenter Joyce Wells of Chesterfield County. She will be giving us suggestions on the ergonomics of our everyday environment. Please make an effort to join us. I

will attempt to contact you one more time for an RSVP. In our *new* economic times, our hospitality committee needs to be as frugal as possible so they do not prepare more than they need. Thanks for your cooperation.

I am sure you have already mailed in your registration for the professional development seminar, March 21, 2009. This is

going to be the event of the year. With the topics that we all need in our daily work. If you have misplaced that E-mail, the form is available on the Virginia/West Virginia division website.

See you soon!



Program Calendar 2008-09

Sheri Swineford
First Vice President

DATE	TOPIC	SPEAKER
March 3, 2009 Tuesday	Ergonomics	Joyce Wells - Chesterfield County
March 21, 2009 Saturday 7:30 am - 2 PM	Technology Tips - Tools for a more effective office & "I Don't Like You, but I'm Suppose to Work with You" LOCATION: Comfort Inn, Hopewell, Virginia	Melissa Boyce Breakthru! Consulting
April 7, 2009 Tuesday	Dress for Success	Tonya Ratliff, Executive Director Dress for Success - Abington, Virginia
April 21, 2009 Tuesday	Administrative Professional Week Dinner Kings Korner	
May 5, 2009 Tuesday	Dale Carnegie's Approach to Speaking	Susan Seay
June 2, 2009	Installation of Officers	Gerri Richards CPS/CAP

Certification

Linda Wells CPS/CAP, Chair

If you wanted an on-line experience and do not mind paying for the privilege, here is an opportunity to study for the CPS/CAP offered by Virginia Tech.

www.richmond.vt.us.



Division News

LAN Meeting in Virginia Beach -
April 24 -25, 2009

Annual Meeting
June 26-28
Lynchburg

Community Service

Mary Jones, Chair

Cell Phones – August-May

Cell phones will continue to be collected and taken to the James House after May.

Fund Raising

Hollie Ronkartz, Chair, Ways and Means

- The 50/50 raffle continues until Annual meeting June 2009. A stretch is \$5.
- We are still filling the barrel with loose change.
- Don't forget to register your husband's, children's, parent's, and any other FoodLion cards you see that are not already registered under another or-

ganization for the Food-Lion LionShare program.

Thank you!



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This and all newsletters can be found on our Website with a plethora of wonderful IAAP information. The address is <http://www.orgsites.com/va/tri-citychapteriaap/> and our Webmaster is Raymon Bessix.