



BULLDAWG TALES

October/November/
December
2010

Volume #4, Issue #2
Athens, Georgia

ATHENS CHAPTER

Chapter
Newsletter
Excellence
Award

2nd Consecutive Year

2010-2011 Athens Chapter Board

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Message from the president:

The Reason for the Season



International Association of
Administrative Professionals®
Athens Chapter

In this day and age, everything is rush, rush,



hurry, hurry, until you don't know if you're going or coming. When the Christmas decorations are put out in the stores before Halloween, I think we might be rushing things. Come on folks, this is getting outrageous, don't you think? Everything is so commercialized now, I'd like to take a few minutes and sit still, breathe, listen to the sounds around you, look around and "smell the roses" as the old saying goes. In other words,

count your blessings and remember the reason for the season. Don't forget to help those less fortunate than you. Times are tough for all of us right now, but together we can make a difference.

Some of the community service projects our Chapter is involved in and others on-going throughout the Athens area are: winter coat drive, food 2 kids, Borders Books/Toys for hospitalized Kids at Athens Regional and St. Mary's hospitals; Salvation Army Adopt an Angel, Coldwell Banker's Coats for Kids, (and lots more I'm sure). Be sure to bring your donated items to the December social.

This time of year is my favorite. I love the crisp fall mornings and warm afternoons, football games, falling leaves, even the time change seems to help us slow down a bit. I actually see my teenager more in the fall – he's normally inside by dark-thirty, anyway. Family and friends are one of the most important things in my life, and I'm so grateful my family lives nearby (within 100 miles), and we're all basically healthy and happy. Friends are part of my extended family (I even get called "Aunt Rhonda" by my girlfriend Stacey's two girls (we've been friends for more than 30 years).

I've been reminded this past year not to take anyone for granted because you don't know what will happen tomorrow. Be sure to tell your friends and loved ones how much they mean to you this Christmas season – I hope you and yours have a blessed Christmas.

Sincerely,
Rhonda Bray, CPS/CAP



In this issue:

President's Message.....	1
Chapter News & Productivity Tips ..	2
Chapter & Community News	3
Health Tips.....	4
Health Facts.....	5
Safety Tips	6
International News	7
Georgia Division News.....	8

Recap of November Meeting Speaker

We were very excited to meet Greg Creech at our November 16th meeting of the Athens Chapter, IAAP, where he gave us his very entertaining presentation of **How to Win in Office 2010**. Personally, I had no idea of how much fun this workshop would be, because after all, we would be learning about Microsoft 2010! However, Mr. Creech surprised us all with his innovative, fun and informative session. His unique approach is one I have never thought about before. He intertwined entertainment with education, and it was fabulous. I think I speak for all the attendees that Mr. Creech gave us some very important information that we all could take back to our offices and enhance our understanding and utilization of the Microsoft 2010 application.

I would like to share a little about Mr. Greg Creech. He began his corporate career at Southern Bell on January 5, 1981 after working for the House of Representatives, Senate and Governor's Office in Columbia, SC. He began as a steno clerk and two months after being hired, he served as a pianist and humorist for Southern Bell and the Pioneers and traveled around the Carolinas performing in shows and raising money on behalf of Southern Bell and the Pioneers for Ronald McDonald Houses. Some of his positions included Administrative Manager, Operations Manager, Sales Support and Compensation Manager. He is a certified Microsoft Office Master Educator and Microsoft Certified Application Specialist Instructor and has a 5-book Office series entitled, *The Professional Business Management Series for Word, Excel, PowerPoint, Access and Outlook*. He is an award winning actor and comedian. After 17 years, he accepted a pension buyout package and took a leap of faith to become a speaker, pianist and trainer extraordinaire. His speaking and training programs are filled with music, humor and learning. Greg is a proud member of the Atlanta - IAAP Chapter and partners with IAAP chapters at events to create entertaining and educational presentations.

This session is just one example of the beneficial, educational and entertaining programs that you could experience as a member of the IAAP. I would encourage anyone who reads this article to consider joining the Athens Chapter of the International Association of Administrative Professionals and experience not only the wonderful camaraderie of those in the trenches of administrative support (just like you) plus the benefits of illuminating educational programs with credentialed professionals like Mr. Greg Creech.

Terry Tripp, CPS/CAP

Productivity Tips for Outlook

SHORTCUT KEYS

You can save emails from Outlook to My Documents. Using this shortcut will save time!

- ➔ Highlight email to save
- ➔ Hold down the ALT key while selecting F then A.
- ➔ My Documents will open up
- ➔ Locate folder to save email
- ➔ Name the email for easy retrieval
- ➔ In Save as Type, choose Outlook Message.msg.
- ➔ Email will now be saved in My Documents.

COPY ALL

To copy all emails in any Outlook folder or information in a document such as Word, use this shortcut.

- ➔ Press the Ctrl key and then A.
- ➔ Ctrl C to copy
- ➔ Locate where you want to put the information
- ➔ Ctrl V to paste



CHAPTER NEWS AND PRODUCTIVITY TIPS

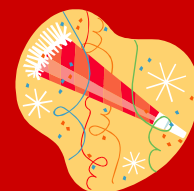
We're on the WEB!

Athens Chapter invites
you to visit us at:

www.iaapathens.org



Let's Celebrate!!!



Birthdays:

Barbara Howard*	01/19
Dr. Bonnie Hopson***	01/25
Hazel Glenn**	01/26
Elizabeth Thompson	02/20
Dianne Campbell***	02/22

Membership

Anniversaries:

Terry Tripp, CPS/CAP	01/09
Gay Jones, CPS/CAP	03/84
Wanda Weldon	03/99
Jackie Harrington	03/04

* Retired Members

** Former Members Retired

*** ATC Student Chapter Advisors



CHAPTER AND COMMUNITY NEWS

Upcoming Events:



Chapter Level

January 18, 2011 – "What Makes a True Leader?"

SPEAKER: Pam Reidy, Director, Athens-Clarke County Leisure Services Dept.

LOCATION: University of Georgia Center for Continuing Education

TIME: 5:30 p.m.

February 15, 2011 – "So, You Want to be a Writer?"

SPEAKER: Terry Powell, Program Specialist, Athens-Clarke County Leisure Services Dept.

LOCATION: University of Georgia Center for Continuing Education

TIME: 5:30 p.m.

March 15, 2011 – Water Conservation and Bottled Water

SPEAKER: Marilyn Hall, Water Conservation Coordinator, Athens-Clarke County Public Utilities Dept.

LOCATION: University of Georgia Center for Continuing Education

TIME: 5:30 p.m.

Division Level/ International Level

March 6-9, 2011 –

IAAP 2011 Spring Conference, the Hyatt Regency Tampa, Tampa, Florida. Click here for [advance hotel reservations](#).

Community Projects

Our January project for the New Year is to collect at least 20 items consisting of new or gently used coats, hats, gloves and/or scarves for the Athens Homeless Shelter. LaVonne Goldschmidt, CPS/CAP is our coordinator for this project. Please plan to bring these items to our January meeting or contact LaVonne at 706-542-7369 to make arrangements for your donation.



In February, we would like for members to donate 5 packages each of sugar free candy to be distributed to the patients at Grandview Nursing Home in Athens.

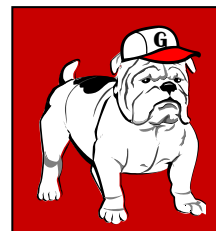
President Elect Evelyn Lee, CPS/CAP will be coordinating this project. We will collect these packages at our February meeting or you can contact Evelyn at 706-613-3625 to make arrangements for your donation.

Our Chase Street cleanup has begun for our 2010-2011 year. We look forward again this year to making a difference in our community by helping to keep a portion of our roadway clean. The following are the dates for the remainder of this year: January 15, April 2 and June 11. Please plan to participate as often as you can.



Saying Good-bye to an Old Friend

While our old friend has served us well – in time all things must change. With this issue, we are launching our new masthead and hope that you will approve of our choice.



I give you our new masthead for "Bulldawg Tales!" Hopefully, he will serve us well for many issues to come!

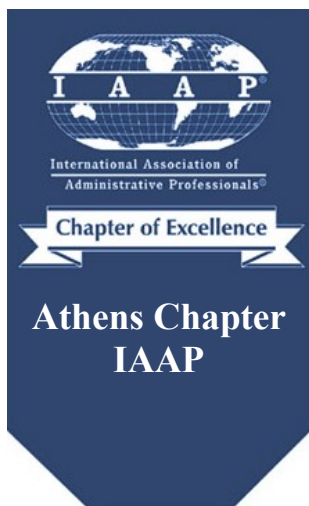
Congratulations to the Happy Couple!!

Our own Elizabeth Smith was wed to Reginald Thompson on August 28 at Shiloh Baptist Church in Athens, Ga. We wish them all the best as they begin their life together. May this Holiday season bring even more joy to their hearts as they celebrate their first Christmas as a family.



Chapter of Excellence

Congratulations! Athens Chapter for earning this designation! Thanks to all who have worked so hard last year to make this happen! We may be small, but together we can do mighty things! Let's all do our part to keep this banner for our Athens Chapter!



Fundraiser & Community Service









The Athens Chapter was chosen as one of twenty Athens area non-profit organizations to assist the University of Georgia in its first "Gameday Recycling Initiative." The University of Georgia Athletic Association worked in conjunction with the Office of Sustainability and the Athens-Clarke County Solid Waste Department - Recycling Division to promote environmental sustainability at home events and facilities. The goal of this program was to prevent 25,000 plastic bottles and cans (per game) from being thrown into the landfill. This was only one of several community service events the Athens Chapter participated in throughout the year. Gooooooooooooo DAWGS!



Tips for dealing with Holiday Stress

How many times have you heard it or said it yourself: "I'm so busy I can hardly catch my breath"? Balancing the demands of work and family can leave us feeling stressed out and overwhelmed.

Living with stress can take a toll on both your emotional and physical health. If you're struggling with stress, try these strategies to help get it under control:

-  Say no. If you're too busy, you don't have to serve on the PTA or lead the Cub Scout troop this year. Give yourself permission to take back some time for yourself.
-  Accept what you cannot change. Some things are beyond your control. Look at the things that cause you stress. If you can't change them, try to stop worrying about them.
-  Make time for joy in your life. Do things that give you pleasure or help you feel more peaceful. Spend time with people who make you laugh. Play with your pet or go for a walk in the park. Look for the beauty in the moment - a bird outside your window, the flowers in your garden, a baby's smile.
-  Get some exercise. Physical activity is a great stress-buster that's good for your heart. Find something you enjoy, such as walking, swimming or biking. But always check with your doctor before you increase your activity level.
-  Create a retreat. Make a place where you can get away from it all, even if it's just for a few minutes. Take a warm, scented bath. Put on some soothing music, close your eyes and let yourself relax.
-  Relax your standards. Perfectionism can be a major source of stress. Ease up on yourself.
-  Beware of unhealthy quick fixes. Drinking too much, smoking or overeating won't make things better and may make you feel worse. Instead, focus on healthy meals and getting enough rest.
-  Get it out. Talk to trusted friends or find a support group. It may not change the situation, but expressing your feelings can help you feel better. If you're overwhelmed, get professional help. Talk to a counselor or your doctor.

Source: <https://healthatoz.myuhc.com/>






Nutrition

How can I follow a healthy diet with such a busy schedule?

We live in a fast-paced world where we try to balance work with family life and social commitments. As a result, many people eat on the run and choose foods based on convenience rather than nutritional content. Even with a busy schedule, it is possible to follow a healthy diet.

Planning your meals for the week can not only save time and money, but also prevents you from relying on fast food or convenience food. Follow these tips:

-  Before doing your shopping, make a grocery list and stick to it!
-  Focus on whole grains (such as brown or wild rice, oatmeal, whole wheat bread, whole wheat pasta), fruits and vegetables (fresh or frozen are best; if buying canned look for the no salt added variety), lean sources of protein and low fat dairy products.
-  Avoid highly processed foods with large amounts of sodium or sugar.



HEALTH TIPS

Allergy-Proof Your Bedroom

You spend a third of your life in your bedroom. If it is full of things that make you snuffle and sneeze, you are likely to be miserable most of the time!

Here are some ways to allergy-proof your bedroom:

Your Bed: Wash your bedding once a week in water that is at least 130 degrees. You can put your mattress, box spring and even pillows in covers that help prevent dust mites.

Your Floor: Choose hard floors rather than carpet. Cover them with washable throw rugs. If you are stuck with carpet, vacuum weekly with a vacuum cleaner that has a HEPA (high-efficiency particulate air) filter.

Your Windows: Replace blinds, which collect dust and allergens, with washable curtains or shades. Clean mold, moisture and dust from your windows regularly.

Your Stuff: Remove clutter. Store small items where they won't collect dust. Don't use upholstered furniture in your bedroom. Houseplants may spread mold spores, so consider moving them out of the bedroom, too.

Your Pets: Keep your pets out of the bedroom. Giving them regular weekly or twice-weekly baths may help reduce allergens, too.

Your Air: Choose an air filter that has a small-particle or HEPA filter. If your bedroom is damp or close to a bathroom, use a dehumidifier and an exhaust fan to reduce moisture. Don't allow smoking in your house at all!



Please submit articles, pictures, etc. to Wanda Weldon by e-mail: wseldon@southernco.com

Newsletter Committee: Wanda Weldon.

Deadline for article submission for the January, February, March newsletter is February 15.



HEALTH FACTS


TV Time and Your Heart Health


Recent studies have shown what our mothers have been telling us all along – watching too much TV is bad for your health!


In fact, those of us who spend over four hours a day in front of the TV have an 80% increased risk of heart disease.


Most of us watch close to five hours a day. That means a much bigger risk of heart attack or stroke for all the couch potatoes out there!


Here are some ideas to help you watch less TV:

 Find other things to do. If you are bored or tired, picking up the remote can seem like the easiest option. Then, we neglect all the fulfilling hobbies we used to love. What could you do with 3 extra hours each day?

 Make a plan for TV watching. Choose the shows you want to watch (no more than 2 hours a day). When they are over, turn off the TV. Don't get caught up in whatever is on next or channel-surf when your show is over.


 Choose one or two days a week to be TV-FREE days. Practice your new hobbies or plan fun activities – family walks, games, conversations.

 Take advantage of being able to record shows – then you can zoom through all the commercials and spend less time glued to the tube!







 When you have a TV in every room, you are likely to watch more. Put away the TV's in your bedroom, kitchen, etc. Then you won't be tempted to watch TV while you are eating or trying to sleep.







Nutrition (Cont'd from page 4)

-  When preparing meals, cook enough for leftovers for lunch the next day. People who pack their lunch consume fewer calories than those who eat out.



A few simple tips can help you make better choices when dining out. For example:

-  Share an entrée or ask for a smaller portion.
-  Avoid fried foods and cream-based soups and sauces.
-  Ask for salad dressing or other sauces and condiments to be served on the side.
-  Check the restaurant's Web site to see if they list the nutritional content for their menu items. This way you can choose items that are lower in calories, fat and sodium.
-  If you have to eat fast food, look for healthier menu options such as grilled chicken on a whole wheat bun with lettuce, tomato and no sauce; grilled chicken salad with light dressing; low fat yogurt or a fruit cup.
-  Substitute mustard for mayonnaise on sandwiches.

Most Americans do not eat the recommended 5 servings of fruits and vegetables each day. How can you add more fruits and vegetables to your diet?

-  Add fresh berries to your breakfast cereal.
-  Pack an apple or carrots and celery sticks for a mid-morning snack.
-  Add fresh vegetables to your sandwich at lunch.
-  Add a salad to your evening meal.

Do you have trouble estimating portion sizes?

-  A serving of meat, poultry or fish is the size of a deck of playing cards.
-  One cup of cold cereal is the size of a fist.

Georgia Power Family Matters-Safety and Wellness 24/7



Do You Know About Pre-Diabetes?

Most of us know what diabetes is ...

A condition that causes sugar to build up in your blood. We also know that having diabetes puts a person at a much higher risk for heart attack and stroke.

What lots of us DON'T know is that a condition call "pre-diabetes" also exists.

Here are some good things to know about pre-diabetes:

Pre-diabetes means that a person's blood sugar is higher than healthy, but not high enough to be diabetes.

People with pre-diabetes are very likely to develop diabetes in the next 3-10 years if they don't make changes for better health.

Pre-diabetes and diabetes often don't have any symptoms. You might feel more tired or more thirsty than normal. Because the condition builds up slowly, it's easy to dismiss the symptoms as something else.

Having your blood sugar checked is the only way to tell if you have pre-diabetes. Once you are 45 years old or older, you should get your blood sugar checked every one to three years.

If you catch pre-diabetes early and make changes, you can often stop it and prevent diabetes completely.



There are two simple steps you can take to stop pre-diabetes:

The first one is to lose 5-10% of your weight if you are overweight. You don't have to reach your "ideal" weight to see health benefits – hooray! Just ten or twenty pounds can make a lot of difference in your health.

The second change is to increase your activity. For 30 minutes each day, be active enough to make you breathe a little harder.

Now that you know, talk to your doctor and take steps to stop pre-diabetes!



ATV Safety for the Holidays and All Year Long

All-terrain vehicles (ATV's) are popular machines used for work and recreation. Operated properly, an ATV can be lots of fun and very useful. Operated carelessly, an ATV can make the rider all

too vulnerable to injury or even death. The following recommendations will help reduce the risk of injury to operators of ATVs:

- 1 Major ATV manufacturers and distributors provide free hands-on training to purchasers of new ATVs and can provide additional training at a reasonable fee.
- 2 Ensure that all likely ATV drivers have reviewed and understand the operator's manual.
- 3 Ensure that all manufacturers' warnings are followed and that drivers review and understand them.
- 4 Do not permit ATV drivers to carry passengers.
- 5 Ensure that a pre-ride inspection of the ATV is performed.
- 6 Ensure that drivers wear proper helmets and boots. Where conditions require, ensure the use of goggles, gloves and other safety clothing. Establish policies stating where ATV use is prohibited, such as on paved or public roads and in areas with high vehicular or heavy equipment traffic. Ensure that you drive at appropriate speeds to allow for avoidance of potential hazards and the speed is appropriate for the type of terrain (e.g., mud, snow, ditches, gravel, etc.).
- 7 Check the tire condition and pressure.
- 8 Ensure that the throttle, brakes and other controls are working properly.
- 9 Ensure that headlight(s) and taillight(s) are working properly.
- 10 Test the steering before starting, initially at low speeds.
- 11 Test the suspension system.
- 12 Ensure that ATV drivers report any damage or mechanical failures so that repairs can be made.
- 13 Ensure that you are aware of any site-specific hazards, such as excavations, trenches and areas where ATV use is prohibited.
- 14 Establish a maintenance program for all ATVs that meet the manufacturer's recommendations to ensure proper ATV performance.
- 15 Ensure that you only haul items on the ATV in accordance with the manufacturer's specifications and never exceed the weight limit. Ensure loads are evenly distributed.
- 16 Do not allow modification of ATVs without approval from the manufacturer.
- 17 Monitor manufacturer's recalls and ensure prompt action when a recall is issued for your ATV(s).
- 18 Training should include reviewing and becoming familiar with the operator's manual and hands-on operation.

An acronym for ATV Safety (SIPDE)

- ✓ Scan and search the terrain and environment.
- ✓ Identify hazards or problems in your path.
- ✓ Predict what may happen and think of the consequences.
- ✓ Decide what to do based on your riding abilities and the capabilities of your ATV.
- ✓ Execute your decision.



Sources: www.osha.gov;
<https://healthatoz.myuhc.com/portal/bridge/southernco>



SAFETY TIPS

Avoid Hazards in the Home Deck the Halls Safely

During the holidays, homes are filled with twinkling lights, holiday guests and festive decorations. The combination should mean many happy memories, but it also brings an increased risk of home fires. In fact, according to the U.S. Fire Administration, during the winter holidays structure fires increase and the dollar loss per fire is 34 percent greater than normal.

On top of daily worries such as crib safety and making sure that child safety locks are in place, moms need to be extra vigilant about fire safety during the holiday season. Commit a Minute to Safety today and help your family avoid common holiday home fire dangers.

Focus on the Fireplace

Move stockings and holiday decorations off the mantle before starting a fire in your fireplace and always use the fireplace screen. Recycle wrapping paper instead of burning it in your fireplace. Burning wrapping paper could produce dangerous sparks or flares of intense heat. [Read more](#)

For more tips on having a safe and worry-free holiday, [click here](#).

Source: <http://safetyathome.com/seasonal-safety/>





INTERNATIONAL NEWS

Retirement for Tomorrow

Help the Retirement Trust Foundation reach its financial goal this year and support our mission of providing housing assistance to administrative professionals, age 55 and older, who are in need. In the current economic environment, finances can be tight for many of our members, but it can be even worse for our retired members. If every member can donate just \$3.25 each, plus \$100 from each division, we will reach our goal.



Who doesn't want to get more for their money these days? It's easy to double your donation to the RTF by using company match. Many companies will match a charitable contribution dollar for dollar. This is an easy way to double your donation, and you will get credit in the Family of Givers (FOG) program for your actual donation AND the match. Your chapter and division also benefit because calculations of total donations are rolled up from individual to chapter to division.

For more information about the Retirement Trust Foundation please visit the RTF website at www.iaap-rtf.org. The RTF appreciates your generosity.

Alice Schultz, CPS
SE District

Click the following link for more information on RTF and the wonderful benefits available for IAAP members.
<http://www.iaap-rtf.org/>

For more tips & information, enjoy one of the benefits of IAAP membership by logging on to <http://www.iaap-hq.org/publications/officepro/index.html>

Message from the International President



It's that time of year again where most of you are thinking about the upcoming holidays. In Wisconsin, it's the time my husband's garden is quiet and we're inside more. With less sunlight and cooler weather, this seems to be the time of year everyone hibernates.

November and December are traditionally the time for family and for giving gifts to those special people in our lives. I have a gift idea for the most important person in your life – you! Think about taking the step and giving yourself the time to study and to sit for the certification exam from the International Association of Administrative Professionals. Think of it as a gift to yourself this season. We take time and money to give to others. It's time to give something of meaning to you – for your career and for your future. Read about what getting certified means to a few admins – and what it means to management – in the article "Are You Certifiable?"

There is more to being social than going to office parties during the holiday season. Social skills and social intelligence play important roles in advancing careers. The key is to tune in to your own and other people's emotions to become thoughtful and effective at work – ultimately moving upward in all areas. It doesn't take much – a smile, an inquiry and genuine interest in your officemates. "Add Sparkle to Your Office" will give you some great tips on how easy it is to be social at work.

You're getting older – we all are. No one wants to admit it or give in to aging, though. I remember the first time I got an unsolicited AARP card in the mail I threw it down and looked at it as if it were a copperhead, waiting to strike. We can't stop time, but we can stop looking like the old man or woman hiding in the cube in the corner. Think about how you clothe yourself, your adaptation to computers, the internet and social media. The working world moves quickly. If you don't want to get left behind, find out how to keep up in the "Make Age Your Asset."

Speed at work is important. Speed and accuracy are sought after skills, especially in today's high-tech office. You might be fast but with practice you can become even faster increasing your usefulness in the office and attractiveness in the job market. Find out how in the article "Increase Speed and Improve Office Efficiency." (all articles can be found [here](#))

The next time we'll meet in these pages is next year. I wish the very best to all of you as we close 2010 and ring in 2011. Have a safe and joyful holiday season.

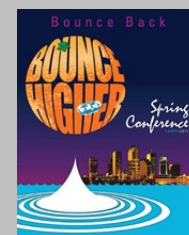
Mary Ramsay-Drow, CPS/CAP
International President

2011 Spring Conference March 6-9, 2011, Tampa, Fla.

[Bounce Back—Bounce Higher](#)

Tough economic times are easing. Business is getting back on its feet and consumers are starting to spend again. Although it looks like things are returning to normal, they're not. Today's business environment has shifted to a New Normal.

Companies are now operating with less staff, fewer resources and faster turnaround times. These changes have affected the role of the administrative professional. Admins continue to be given and take on more responsibilities beyond the scope of their original job positions and work experience, becoming the hub for collaborative endeavors. Today's office professional operates in a more casual environment with a less clear reporting structure. Priorities are always changing, requiring flexibility and the ability to quickly maneuver and recover. People are working longer and harder and are required to learn the skills they don't know to do the jobs they've never done before. Click [here](#) for more information.



"Passion & PURPOSE: The BEACON of Professionalism"

2010-2011 Georgia Division Officers



Left to right: Barbara [Wiley](#), CPS/CAP, President-Elect; Nina [Hubbard](#), CAP, President; Jenny [Stewart](#), CPS/CAP, Vice President; Valerie [Carter](#), CPS/CAP, Secretary; LaVonne [Goldschmidt](#), CPS/CAP, Treasurer. www.iaap-georgia.org

Georgia Division Update:

The Georgia Division Board has been working closely with DeKalb Chapter to get ready for the 2011 Certification Development Workshop and Student Conference, February 25 – 26, 2011. The Host chapter has great educational sessions and loads of fun planned for us at the wonderful Westin Atlanta Perimeter North. Look for registration packets and details in the mail early this month. This is sure to be an event to remember, so I hope you are able to attend.

We are also working on the 2010-2011 Annual Meeting, hosted by Albany Chapter. Again, the host Chapter has some great educational sessions and fun planned for us at the Hilton Garden Inn. I'm getting really excited about getting out of the city and heading to the country for a change.

As for me, I've been very busy visiting chapters and working with my fellow board members. As many of you heard, Wanda and I attempted to visit the Municipal Employees Chapter in August, but we had a little fender-bender, just one traffic light away from our destination. I rescheduled my visit for September and was asked to present the program, "First Things First." I also gave this presentation at Athens Chapter in September and to Evans Towne Center Chapter in November. One recertification point was awarded to all. To my delight, I was able to visit Atlanta Chapter for their annual RTF auction in November as well. I had a great time and cashed in on some great deals.

Looking forward, I have plans to visit the remainder of my Visionary chapters between January and March. You are all invited to join me if you like for any or all of these visits. I would love the company. My schedule is as follows:

January 20 – Cherokee Rose Chapter, 11:30 a.m.

February 28 – Cobb County Chapter, 6 p.m.

March 9 – Georgia Power Chapter (full day seminar & impact mtg.)

So far I am thoroughly enjoying my new role as Georgia Division Treasurer. Again I want to thank Athens Chapter for making it possible for me to accept this appointment and for supporting me in this endeavor. You are awesome. From my family to yours, have a very Merry Christmas.

Sincerely,

LaVonne Goldschmidt, CPS/CAP

Georgia Division Treasurer

Hotel Reservations are now opened for EFAM, Montreal Canada 2011

Montreal, Quebec, July 24-27 Montreal Convention Center

Online registration for the 2011 EFAM will open the first week of April 2011. Early Bird Full Registration fees for IAAP members are anticipated to be in the range of \$495 to \$525.

Visit our Events and Meetings page to learn more about EFAM and other **Upcoming Events**.



GEORGIA DIVISION NEWS

Georgia Division Upcoming 2011 Dates

- Jan. 22 – Mid-year Leadership Forum
- Feb. 25-26 – CDW/Student Conference, hosted by DeKalb Chapter, Michelle Alexander, Coordinator
- June 10-11 – Georgia Division 57th Annual Meeting, Hilton Garden Inn, Albany, Georgia; hosted by Albany Chapter.



Certification Corner

For information on recertification, click [here](#).

Division Golf Tournament Registration Now Open



Come one, come all. It is time for our annual Golf Tournament, May 2, 2011. Get your team(s) together

and sign up to compete. And although you may be tempted to keep this information to yourself, please share it with your co-workers and executives. This is division's newest fundraiser for the year. Let's make it a huge success for the division. And if you are not much of a golfer but would like to sponsor a hole, then you are in luck. Chapter Members, we are in need of door prizes for this event. If you have any questions regarding this event, please contact Jody Jones, jody.jones@gwinnettcounty.com.

[Golf Flyer>](#)

[Registration Form>](#)