

Dolphin Tales

GALVESTON COUNTY CHAPTER

June 2011

OFFICER'S CORNER

What An Experience!



Written by Annette Barham, CPS/CAP
Outgoing President

What an experience! I just wanted to tell you guys that I have had the best time being your president this year. I hope I have served you well. I know that there were bumpy times, some ups and some downs but I hope you have enjoyed this year as much as I have.

In July 2010, I was probably the most nervous I have ever been, except at my wedding when I was changing my whole life. I have not experienced the kind of joy and enthusiasm with such a great group of ladies before. I have felt so supported by all of our members that words can not explain. I am so honored to have been lucky enough to have served the best chapter in IAAP. Thank you for giving me the chance to grow and blossom into the person I am today.

Now for a recap of this past year: we began our July 2010 program with a presentation of **"Creating a Skills & E-Portfolio"** by our own President-Elect Rhonda Driver, CPS/CAP. I took this presentation as a great look into my future and have used what I learned to help me develop my skills. In August 2010 we learned about **"Excel 2007 – New Features"** from Kate Skol. With Kate we learned some quick tips on the ribbons and buttons and all that jazz. In September 2010 we received some valuable information on **"Information Security – The Basics"** presented by UTMB's own Bob Shaffer. In October 2010 we learned how to look for some of the signs of **"Substance Abuse in the Work Place"** presented by Gary Seale, PhD. from TLC. In November 2010 we were honored by Dale Osberg from Avery to present us with **"Business Solutions for Greater Productivity"**. Then came December 2010, we had a very nice, fun Holiday Party at Dickinson BBQ. We were able to donate the toys the members brought to some needy children in Galveston County. Thanks to the great hosts Johnie & Lynn, Jim & Pam and Ralph & Chris. Fun was had by all. We also got to give our well wishes to two of our members, Lynn Maida and Joyce Crow that retired and now are having well deserved FUN!

WOW that was the first six months. Looking back it looks like we had a pretty good time.

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Not only did we have fun, we learned and we received recertification points for every program except our holiday party. I think Kelly would have been able to make that happen with enough time (LOL).

“...WHO WOULD
HAVE THOUGHT
THAT “UNMASKING
YOUR POTENTIAL
COULD HAVE
BROUGHT SO MUCH
FUN.. ”

Now let's move on to the last of the year. Well we started the New Year off with Brandley Minter from Office Team. Brandley did an awesome job of letting us know how to **“Get the Recognition You Deserve”**. Then there was February 2011. What a busy month for us. I would like to give many, many thanks to our seminar committee for doing an outstanding job on Galveston County's seminar. What a wonderful set of speakers they presented to us. WOW who would have thought that **“Unmasking Your Potential”** could have brought so much fun to all that participated? We woke up with Kate Skol showing us **“Training New Features Microsoft Office 2007”**, had lunch with Joseph “Pokey” Simmons with **“Unmask Your Potential”**. Boy did we get to laugh all the way through lunch? Then we wrapped up with Stacey Farmer on **“The Power of Professional Presence”**. Stacey taught us what not to do with our elbows, forks and spoons. Now if you didn't have fun at that seminar, you didn't show up. We had to revamp our presentation in February due to bad weather. Fortunately, our own TL Treasurer, Bonnie House, CPS/CAP agreed to come and speak to us on **“Becoming Indispensable in a Disposable Workplace”**. We could not thank her enough for coming to the rescue. Then there was March 2011. We had a very good speaker, Janice March Simon from MD Anderson. She taught us how to go from **“Paper to Digital Organizing”** our computers, iPhones and any other kind of gadget you might have. We also had our **“Member Recruitment”** presentation by our own Renee Percy, CPS/CAP leading us into the new recruitment scene. Then we rolled into April 2011 with our very own Dortha Gray, CPS/CAP, Southwest Division Director of IAAP. She tried her very best to explain to our members just “Who is Robert?”. We had a great time with Dortha. Now we know just who Robert is. Believe it or not but then comes me. I presented **“We Have to Stop Meeting Like This”** in May 2011 to our chapter and guests. We learned how to not run a meeting and some great ideas on how a meeting should be held. Everyone got a chance to share their ideas. Now we are rolling into the end of our year. Frances McAnear, CPS/CAP, T-L Division Vice President will add a little **“Pop and Pizzazz to Publicize Your Chapter”**. We are looking forward to her presentation. She has so much pop and pizzazz that we all can feed off of. Again we received recertification points for all of our programs except “Who is Robert?” Maybe we didn't find him after all. We will also be doing our installation of our new officers in June 2011 and that will give me the opportunity to hand over the gavel and take a seat as an active member.

Visit our Chapter Website at:

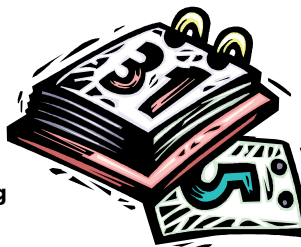
<http://www.iaap-txgalv.org>

Also I wanted to include a special thanks to the Board members that have stuck it out with me through the ups and downs and the many changes that have come past us this year. You have done an awesome job. The president could not lead without the people surrounding them. Thanks for being in my surroundings.

It has been my great honor and pleasure to lead our chapter in 2010-2011. It will be my great pleasure to hand the gavel to our new president for 2011-2012 and the Board that will surround her. If you ever want the chance to learn and lead, please take the leap and become an officer. There are only good things to come. Best wishes and I hope you have enjoyed the ride as much as I have. **THIS CHAPTER ROCKS!** Rock on!

Calendar of Events

| | |
|---------------------------|---|
| July 7, 2011 | Leading at the Speed of Trust Jennifer Huey, Franklin Covey |
| July 24—27, 2011 | International Education Forum & Annual Meeting Montreal, Canada |
| August 4, 2011 | Program Title Pending Monica Jones, Esselte Corporation |
| August 15, 2011 | Registration Deadline for November 2011 Exams |
| September 1, 2011 | There's An App For That! Applications for Smart Phones & Readers to Help Us Work More Efficiently Janice Marie Simon, MA, CPO®, MD Anderson |
| October 6, 2011 | I Can Make That in OneNote! Rhonda Driver, CPS/CAP—GCCIAAP President |
| November 3, 2011 | Avery Program Title Pending Dale Osberg, Avery |
| November 4—5, 2011 | November 2011 CAP Exams |
| December 6, 2011 | GCC Holiday Party—Details Pending |



Did You Know?

Electronic Numerical Integrator And Computer (ENIAC) was the first general-purpose electronic computer. It was a Turing-complete digital computer capable of being reprogrammed to solve a full range of computing problems.

ENIAC was designed to calculate artillery firing tables for the United States Army's Ballistic Research Laboratory. When ENIAC was announced in 1946 it was heralded in the press as a "Giant Brain". It boasted speeds one thousand times faster than electro-mechanical machines, a leap in computing power that no single machine has since matched. This mathematical power, coupled with general-purpose programmability, excited scientists and industrialists. The inventors promoted the spread of these new ideas by teaching a series of lectures on computer architecture.

The ENIAC's design and construction was financed by the United States Army during World War II. The construction contract was signed on June 5, 1943, and work on the computer began in secret by the University of Pennsylvania's Moore School of Electrical Engineering starting the following month under the code name "Project PX". The completed machine was announced to the public the evening of February 14, 1946 and formally dedicated the next day at the University of Pennsylvania, having cost almost \$500,000 (nearly \$6 million in 2010, adjusted for inflation). It was formally accepted by the U.S. Army Ordnance Corps in July 1946. ENIAC was shut down on November 9, 1946 for a refurbishment and a memory upgrade, and was transferred to Aberdeen Proving Ground, Maryland in 1947. There, on July 29, 1947, it was turned on and was in continuous operation until 11:45 p.m. on October 2, 1955.

ENIAC was conceived and designed by John Mauchly and J. Presper Eckert of the University of Pennsylvania. The team of design engineers assisting the development included Robert F. Shaw (function tables), Chuan Chu (divider/square-rooter), Thomas Kite Sharpless (master programmer), Arthur Burks (multiplier), Harry Huskey (reader/printer) and Jack Davis (accumulators).

Can you believe the computer has been around since 1946! Check out <http://en.wikipedia.org/wiki/ENIAC>.

Newsletter Committee: Karla Villeneuve, CPS/CAP kvilleneuve@standardparking.com, Mary Contreras, CPS mcontreras@leaguecity.com and Rhonda Driver, CPS/CAP rhonda.driver@nasa.gov. The Galveston County Chapter Newsletter "Dolphin Tales" is a monthly publication. The deadline for submission of materials is the following Monday after the monthly chapter meeting each month.

IAAP / T-L Division News Corner

Make your plans now to attend 2011 EFAM in Montreal Canada July 24 - 27, 2011. Registration is now available and you have the opportunity to save money if you sign up now. You can save \$150 off of registration if you are booked at one of the three host hotels. You need your hotel confirmation for registration to save \$150.

What's The Difference Between Delegates, Alternates and Proxies Webinar?

This year the delegate, alternate, or proxy form is not in triplicate as in years past and can be faxed, scanned and emailed or mailed.

This year, you can **mail** the form into EFAM Credentials at PO Box 20404 Kansas City, MO 64195, **fax** the form to 816-891-9118, or scan and **email** the form to credentials@iaap-hq.org. The form will still need to be signed by the president and the alternate. If your chapter is not sending a delegate to EFAM, please fill out the proxy form and return it by mail. **Deadline is July 4th.**



[DIVISION NEWS: \(www.iaap-txla.org\)](http://www.iaap-txla.org)

LEADERSHIP TRAINING SEMINARS

****Tyler Chapter** is having a IAAP University Leadership Seminar, **Saturday, June 11, 2011 from 8:30 am.—1:00 p.m.** This will be held at Traditions Restaurant located at 6205 S. Broadway (Hwy 69), Tyler, TX. Cost is \$50 per person, which includes muffins and lunch. For more information contact Vickie Osborn, CPS/CAP at 903.852.3772 or vickie.osborn@oracle.com.

UPCOMING CHAPTER SEMINARS

****Brazoria County Chapter** is having their first annual seminar, Saturday, June 11, 2011 from 9:30 am.—4:30 p.m. This will be held at The Swiss Cherotel Brazosport Hotel and Conference Center located at 925 Highway 332 Lake Jackson, TX. Early bird (until May 31st) cost is \$35 for members and \$45 for non-members. For registration and payment options visit www.iaap-bc.org.

INCOMING CHAPTER PRESIDENTS AND PATHWAYS TO EXCELLENCE PRESENTATIONS

Below is the link for the presentations for incoming presidents.

Incoming Chapter Presidents

<http://community.iaap-hq.org/IAAPHQ/IAAPHQ/Resources/ViewDocument/Default.aspx?DocumentKey=91a6a925-a9a6-4ede-a6a1-fd472084aa2c>

Below is the link for the presentation for members concerning the Pathways to Excellence program.

Member of Excellence

<http://community.iaap-hq.org/IAAPHQ/IAAPHQ/Resources/ViewDocument/Default.aspx?DocumentKey=a722e86-398b-4014-845f-f24a8bd7613f>

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What's In Your Toolbox?

Written by Rhonda Driver, CPS/CAP

The 2011-2012 incoming Chapter Officers are now equipped with the tools needed to lead the chapter to continued success. As the chapter is ever changing and growing, each officer adorned their hardhats and vowed to work hard for the continued success of the chapter and its members.



The President was provided with a Hammer and Nail to continue to construct a good solid foundation that will withstand the many obstacles it is faced with.

The President-Elect was provided Duct Tape because, well let's face it, you can fix anything with Duct Tape!



The Vice-President was presented with a Measuring Tape to make sure that the officers and chapter members equally measure up to the expectations needed to be a successful chapter.

The Secretary was provided with the Blue Prints because after all, it is their role to document all the chapter activities and keep us on the path to greatness, and will notify the officers and members when our plans are being side-tracked.



The Treasurer was provided with a Calculator. Why, I'm not really sure, since she's an expert with finance, although it does appear to be the most logical tool to use to calculate the chapter's worth!

There are only two questions to ask yourself. **What tools do you bring to the chapter and how do you intend to use them?**

Although the officers are equipped and ready to lead our chapter to another successful year as a Chapter of Excellence,



provide exciting programs and seminars that offer re-certification points, and numerous opportunities for the members to participate and grow personally and professionally in the administrative field, they can not do it alone. Please take a look

into your own Tool Box, pick a tool, and volunteer to Chair or participate on a committee.

We guarantee, together we will build a "Chapter to be Remembered"!



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Committee Info

Arrangements

- ◇ We have settled back in at Kelley's Restaurant in LaMarque. We were so excited to be back home!

Certification & Education

- ◇ Anyone interested in studying for the new CAP or CAP-OM exams please contact Karla Villeneuve, CPS/CAP.
- ◇ We are in the process of getting information to do a MOS Certification exam study group for 2011—2012. If you are interested let Karla know.



Newsletter

- ◇ Please keep those articles and items of administrative interests coming.

Nominations & Installation of 2011—2012 Board

| | |
|------------------------|--------------------------------|
| <i>President</i> | <i>Rhonda Driver, CSPA/CAP</i> |
| <i>President-Elect</i> | <i>Janet Kidd, CPS/CAP</i> |
| <i>Vice President</i> | <i>Brenda Slawson, CPS/CAP</i> |
| <i>Treasurer</i> | <i>Georgina Eastmond</i> |
| <i>Secretary</i> | <i>Lisa Romero</i> |

CONGRATULATIONS LADIES!

- ◇ Cathy French, CPS/CAP has graciously volunteered to be the Nominations Chair for 2011—2012. Congratulations.

Ways and Means

- ◇ Garage Sale / Bake Sale will be held on June 11, 2011. Rikki's daughter graciously offered her home to hold the event. Sale will be from 8:00 a.m.—1:00 p.m.

The Board is still looking for members to fill some Chair and committee positions—please contact Rhonda Driver, CPS/CAP.



Become a Fan on our Facebook Page:

<http://www.iaacebook.com/pages/IAAP-Galveston-County-Chapter/317661456133>

Odds & Ends



Frances McAnear, CPS/CAP, T-L Division Vice President presenting—"Adding POP and PIAZZZ to PUBLICIZE Your Chapter"



Annette Barham, CPS/CAP outgoing President installing Rhonda Driver, CPS/CAP as 2011–2012 President



Annette Barham, CPS/CAP outgoing President with gift from Chapter



IAAP June Anniversaries

Sorry no Anniversaries!

for June!



Annette Barham, CPS/CAP
Rhonda Driver, CPS/CAP
Georgina Eastmond, CPS/CAP
Cathy French, CPS/CAP
Deborah Grounds-Sanders, CPS/CAP
Janet Kidd, CPS/CAP
Renee Percy, CPS/CAP
Karla Villeneuve, CPS/CAP

Congratulations to 2010-2011 MOE's as of 611.

Let's keep this list growing.



Thank you to our sponsor!

IAAP June Birthdays

Pat Fletchall—June 1

Bobbie Guyton, CPS/CAP—June 13

Teresa Ramirez—June 17

Joyce Crow—June 24



Annette Barham, CPS/CAP
Janine Cmaidalka, CPS/CAP
Rhonda Driver, CPS/CAP
Georgina Eastmond, CPS/CAP
Cathy French, CPS/CAP
Deborah Ground-Sanders, CPS/CAP
Bobbie Guyton, CPS/CAP
Janet Kidd, CPS/CAP
Lynn Maida, CPS/CAP
Renee Percy, CPS/CAP
Lynne Purdue, CPS/CAP
Teresa Ramirez
Pam Stout, CPS/CAP
Karla Villeneuve, CPS

Congratulations to the above members for their achievement!

Galveston County Chapter 2010-2011 Board of Directors

President, Annette Barham, CPS/CAP
President-Elect, Rhonda Driver, CPS/CAP
Vice President, Karla Villeneuve, CPS/CAP

Secretary, Cathy French, CPS/CAP
Treasurer, Georgina Eastmond, CPS/CAP
Past President, Janine Cmaidalka, CPS/CAP

www.iaap-txgalv.org