

### Chapter Networking Event a Hit!

On October 6 our chapter had its first networking event of the year, and the turnout was excellent. Special thanks go to our chapter secretary **Sherry Grantham** for planning the breakfast, inviting the speakers, providing laminated cards with board members' names and phone numbers, speaker gifts, and door prizes.

We were delighted to have **Charlene Kesee, CPS/CAP**, as our first speaker. Charlene is the new Vice President of the Texas-Louisiana Division and our board contact. Charlene spoke about the advantages of IAAP membership.

*(Continued on page 4)*

### Inside This Issue


Networking Meeting a Hit!	Pg 1
New Members/Anniversaries	Pg 2
Grammar Squirrel	Pg 2
2011-2012 North Chapter Budget	Pg 3
November 12 Deadline for Luncheon	Pg 3
2011 CPS/CAP Banquet	Pg 4
Grammar Squirrel	Pg 5
Chapter Meeting Features Beth Caplan	Pg 6
Become a Member of Excellence!	Pg 7
Information Please: Committee Chairs	Pg 8
Register for CAP Review	Pg 9
Turn in Your Candy Money	Pg 9
Volunteer for Aldine Y.O.U.T.H.	Pg 9
What are IAAP's Core Values?	Pg 12
Directory of IAAP Officers	Pg 13

### Save These Dates!

#### ExxonMobil North Chapter Meetings:

- **Wednesday, November 16, 2011: ExxonMobil North Chapter IAAP monthly meeting.** The meeting will begin at 11:00 AM in GP5-838-844. Please be prompt.
- **Saturday, November 12, 2011: Send \$5.00 to Cathy Schaufler** to reserve your place for the holiday celebration on **December 6.**

#### Upcoming Events:

- **Friday, May 18 – Sunday, May 20, 2012: T-L Division Annual Meeting.** South Shore Harbor Resort, League City, Texas. Hosted by the Clear Lake/NASA Area Chapter. 
- **CAP Society of Texas**  
The CPS/CAP Society announces its 2012 annual meeting. Please visit [www.cpscapsot.org](http://www.cpscapsot.org) for more details. Note: their new website will roll out by 01 November at [www.capsot.org](http://www.capsot.org).



Chapter Anniversaries – Sept.

Congratulations to one and all!

Patricia Dwyer, CPS	3 years
Antoinette Jackson	3 years
Jennifer Jeter	1 year
Irma Molsberry	1 year
Jackie Richter	8 years
Barbara Sawaya	2 years

Chapter Anniversaries – October

Congratulations everyone!

Erika Anzaldua, CPS/CAP	17 years
Debbie Bartelsmeyer	10 years
Gracie A. Garcia	9 years
Abbie Barbley, CPS/CAP	4 years
Sylvia Haynes, CPS/CAP	4 years
Kim K. Hughes	4 years
Faye L. Spencer	4 years
Andrea A. Johnson	2 years
Cathy E. Schauffler	2 years
Sally Bridges	2 years



**Grammar Squirrel**



When writing about a group of people, should you say, "The group was," or "The group were"?

If you are talking about the group as a whole, use "was" to indicate the single entity of the group.



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IAAP 2011-2012

Visit the IAAP website at [www.iaap-hq.org](http://www.iaap-hq.org)

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**ExxonMobil North Chapter IAAP**  
**Working Budget for 2011 - 2012**



		2010-2011	2010-2011		Recommended	Final
	Account	2010-2011	2010-2011		2011-2012	2011-2012
Revenue	Number	Budget	Actual	Difference	Budget	Budget
Membership Revenue	310	2,000.00	2,075.00	75.00	2,000.00	
Education Revenue	320	900.00	2,054.33	1,154.33	1,000.00	
Fundraising Revenue	330	600.00	1,229.50	629.50	1,000.00	
Interest Revenue	610	8.00	2.77	5.23	5.00	
		3,508.00	5,361.60	1,853.60	4,005.00	
Expenses	Account	2010-2011	2010-2011		Recommended	Final
	Number	Budget	Actual	Difference	2011-2012	2011-2012
		Budget	Actual	Difference	Budget	Budget
Advertising Expense	510	300.00	150.00	150.00	300.00	
Bank Fees	520	0.00	0.00	0.00	0.00	
Dues and Subscriptions	530	250.00	180.00	70.00	250.00	
Event - Annual Banquet	540	1,800.00	334.94	1,465.06	1,200.00	
Event - Monthly Meeting	541	1,200.00	218.21	981.79	700.00	
Event - Teambuilding	542	0.00	0.00	0.00	0.00	
Event - Education Seminars	543	1,000.00	750.00	250.00	1,000.00	
Gifts	550	500.00	1,577.27	1,077.27	1,200.00	
Supplies	560	300.00	115.85	184.15	300.00	
Other - Miscellaneous	570	250.00	1,069.44	819.44	1,000.00	
		5,600.00	4,395.71	1,204.29	5,950.00	



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**Reserve Your Place by November 12 for the December Holiday Luncheon**

In the last exciting issue of the bulletin, we announced that the holiday luncheon will be a combined affair of members of the two ExxonMobil Chapters. The year-end celebration will take place on Tuesday, December 6, in a meeting room at the offices of the **United Way of Greater Houston, 50 Waugh Drive. The speaker will be Theresa Behenna, author, entertainer, and Aussie.** She is an award-winning motivational speaker and a world-class pianist.

Note that, for catering purposes, we will require a non-refundable **\$5.00 reservation fee**. The money will be used to buy door prizes for the event. Forward cash or check (payable to EM North Chapter IAAP) by no **later than November 12, 2011, to Cathy Schaffler, DEV-GP5-782.** A donation to DePelchin Children’s Center is a requirement in lieu of room rental at the United Way offices. A list of “top needs” is attached. Please bring an unwrapped gift.



### 2011 CPS/CAP Banquet

The Inter-City Council of Houston-Area IAAP Chapters honored those who passed the CPS and/or the CAP examination in November 2011, or May 2011, and those who recertified during the past year. The event was held at the Crowne Plaza River Oaks on Saturday, October 15. The speaker was Beth Casteel, Production Controller, with ExxonMobil Production Company.

The North Chapter had two CAP award recipients this year. **Bianca Knighton, CPS/CAP**, received her CAP in May 2011, and her CPS in November 2009. Bianca did not attend the banquet.

Our other recipient, **Erika Anzaldua, CPS/CAP**, who earned her CAP in November 2011, attended the ceremony and received the trophy pictured below. According to Erika, "It was fabulous. The speaker was excellent and the event was great fun."

The theme of the recognition banquet was "Your Name in Lights." Beth Casteel's topic was "Communication: Get the Recognition you Deserve without Gloating."



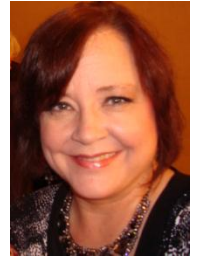
Above: Erika Anzaldua, CPS/CAP, and her trophy

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### Networking Meeting a Hit!

(Continued)

**Special Projects Chairman Lain Brown** addressed the group, specifically, about our chapter which has grown into an active, relatively large group that is focused on mentoring, education, leadership skills, and community service.



Above: Lain Brown

Lain mentioned that the chapter divided into two chapters just a few years ago, and now we are a Chapter of Excellence this year under the leadership of **Mona Elias, CPS/CAP**. Mona introduced Charlene and Lain. Between the two presentations, we had drawings for door prizes which are always popular.

The networking and informational breakfast for administrative professionals was in the Greenspoint Conference Center in GP3 between 7:00 and 9:00 AM. If you were unable to attend the first meeting, never fear. We are planning a second meeting later in the year. Stay tuned! Also, please check the pages near the end of the bulletin for photos.



Above: Charlene Kesee, CPS/CAP, left, and Sherry Grantham, right.

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## October Chapter Meeting: *Building a Team Presented by Beth Caplan*

Our October Chapter Meeting's speaker was the dynamic **Beth Caplan**. The adjective is often over-used, but it truly applies to Beth. You could almost see electric sparks in the air as she mesmerized her audience about building a team and keeping one going smoothly.

According to Beth, "now, more than ever, teams are how work gets done. Some team arrangements are formal assignments. Others come about casually and informally. We're on them at work, when we volunteer in our community, for various hobbies and activities, and even at home." Indeed, our own organization is made up of teams, boards, and committees designed to help the chapter work as efficiently as possible.

Additionally, Beth stated, "To be successful working on teams, we need to be aware of our role on them, who else is on them, and how to bring out the best from all toward the goal at hand." Although jokes have been made in the past about teams or committees, they are a fact of life. Wherever we work in the company, we are expected to be *team players*. We are on a team.

Beth Caplan made some valuable points about teams:

1. Discuss and document the purpose, broad or specific, of the team. This not only engages everyone in the group, but it helps keep team members focused on the objective.

*(Continued next column)*

2. Establish and use a communication structure, meeting norms:
  - Start on time.
  - Show respect for others.
  - List action items.
  - Always have an agenda.
  - Send meeting notes and action items to everyone, including those who aren't there.
3. Know yourself and how you communicate. Don't assume that everyone is like you. Expand your comfort zone of communication to include all types of people on the team.
4. Listen. Observe non-verbal cues. Folded arms and crossed legs are signals. Don't think about your response instead of listening.
5. Include people who don't participate. Go around the room, allowing everyone to speak. It is O.K. to pass when it is your turn. Afterward, go back to those who passed. Do this even if you think they will disagree with you. It is important to get consensus so that the idea is at least O.K. with everyone. Discuss and compromise until you reach that point.

Another vital idea is to seek people who have a variety of backgrounds to compose the team. Choose someone who will challenge you and hold you accountable. Remember, if the team is successful, you'll be successful.

*(Continued next page)*

**October Chapter Meeting** (Continued)

Finally, Beth Caplan stated that you should not put friends on your team. You may lose a friend that way, or the friendship may be so close that other team members feel excluded. Neither method is productive.

Special thanks go to **Education / Programs Chairman Cathy Schaufler** for planning the meeting and to **Catering / Logistics Chairman Irma Molsberry** for locating and arranging for the catering. Thanks also to **Patty Inzana, CPS**, for assisting with the catering on meeting day. Thanks again to **Cathy Schaufler** for inviting **Jessica Shelton** as a guest and to **Patty Inzana, CPS**, for inviting **Allison Myrow**, also a guest.

**The North End Village Bistro** brought a selection of excellent Italian food that is prepared fresh daily. The *cannoli* and *tiramisu* were outstanding. I was forced to try each one twice to make certain that they both were uniformly excellent. It's my job.

The bistro has box lunches, as well as hot Italian dishes like typical lasagna, a wonderful eggplant lasagna, outstanding salads and taste-tested desserts. **The North End Village Bistro** is located in Tomball and is composed of a mother-son team who are of Italian descent. For someone who originally thought that *tiramisu* was a Japanese word, I've become a big fan.

*(Continued next column)*

**October Chapter Meeting** (Continued)

Since our chapter belongs to the Federation of Houston Professional Women, we have access to terrific speakers such as Beth Caplan. Additionally, we may attend the FHPW's quarterly meetings because our chapter is a member of the federation.

*About Beth Caplan*

*Beth Caplan is a strategic consultant with a range of analytical expertise, and offers her skills in strategic analysis and planning, tactical assessment, and meeting facilitation to non-profits and small businesses.*

*Beth was privileged to develop and apply those skills during a 20-year career at NASA. While her analytical skills were applied across a wide range of programs and disciplines, Beth's skills in strategic and tactical analysis were among those most sought after by her in-house customers.*

*She also developed skills in meeting facilitation and has applied those in various NASA and non-NASA settings. Among Beth's latest professional activities is a collaborative effort on a book focused on creating, building and sustaining successful social good enterprises.*

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**Become a Member of Excellence!**

**Revised Criteria as of July 1, 2011**

A Member of Excellence will receive a certificate (first four years), Pathways to Excellence certificate cover, and Member of Excellence pin (the fifth year). A Member of Excellence will attain a minimum of 8 of the following 11 criteria:

- 1 Hold a current IAAP Certification (i.e., International Association of Professional Administrators (IAPAs) CAP as prescribed by the new Administrative Professional Curriculum.)
- 2 Download the Member of Excellence Commitment form; sign and date the form.
- 3 Actively participate in the IAAP web community forum discussions or write an article (minimum 200 words), and have it published in an IAAP publication (chapter, division, or international level.) Recommending another author's article does not qualify.
- 4 Attend at least one professional educational workshop, seminar or conference (at least 60 minutes in length) and provide a short paragraph on how the training relates to your job or your role in IAAP. It can be an IAAP or non-IAAP workshop, seminar, or conference; however. It cannot be included in your calculations to meet the requirement of criterion #9.
- 5 Hold a degree, certificate or equivalent (a minimum of one year in length) from an accredited college or university or hold a Microsoft certification.

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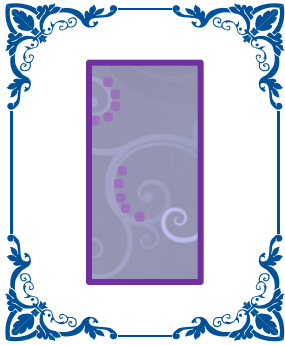
**Become a Member of Excellence!**

*(Continued)*

- 6 Pay membership dues on or before anniversary date. This criterion is a mandatory requirement. This mandatory requirement will be waived in the case of new members joining IAAP in the current IAAP fiscal year who want to work towards becoming a Member of Excellence.
- 7 Serve as a chapter, division, or international officer, committee chair, or committee member; or serve as an RTF Trustee; or serve on a student chapter advisory board or the school's advisory board for the office administration program.
- 8 Conduct a public presentation, program or training at least 60 minutes in length. (Note that the presentation does not need to qualify for recertification points).
- 9 Attend a minimum of eight (8) IAAP chapter, division or international sponsored meetings, programs or events (any combination.) These meetings, programs, or events cannot include an event used to meet the requirement of criterion #4.
- 10 Recruit at least one new member.
- 11 Integrate IAAP membership and involvement into annual performance plan or review.

The deadline for online submissions is 11:59 PM Central Time on June 30, 2012. Let's get to work!

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# Information, please

Yes. We know the names of the chapter officers, but what about the committee chairmen? When do they get some notice? Well, it is right here, and it is right now! Cast those beautiful peepers downward (Oh, you look so demure when you do that), for a list of the lovely committee chairmen, really women, who work so hard for our chapter.

<b>Audit/Survey</b>	<b>Andrea A. Johnson</b>	<b>281-654-6582</b>
<b>Bylaws &amp; Standing Rules/Parliamentarian</b>	<b>Gloria R. Cronan</b>	<b>281-654-4810</b>
<b>Education/Programs</b>	<b>Cathy Schaffler</b>	<b>281-654-8677</b>
<b>Special Projects/Historian</b>	<b>Lain K. Brown</b>	<b>281-654-7267</b>
<b>Community Service</b>	<b>Sandra L. Scott, CPS/CAP</b>	<b>281-654-5775</b>
<b>Bulletin</b>	<b>Sue C. Pittel, CPS</b>	<b>281-654-5647</b>
<b>Membership</b>	<b>Robbie L. Scott</b>	<b>281-654-2378</b>
<b>Mentor</b>	<b>Brenda L. Ard</b>	<b>281-654-5066</b>
<b>Arrangements/Catering/Logistics</b>	<b>Irma S. Molsberry</b>	<b>281-654-3660</b>
<b>Nominations/Tellers</b>	<b>Debbie H. Bartelsmeyer</b>	<b>281-654-4973</b>
<b>Sunshine</b>	<b>Erika Anzaldua, CPS/CAP</b>	<b>281-654-6185</b>
<b>Federation of Houston Professional Women</b>	<b>Gloria R. Cronan</b>	<b>281-654-4810</b>

### Register for CAP Review Class

Attached is the registration form for Part 1 of the CAP Review Class scheduled to begin Tuesday, January 10, 2012, at 11:30 a.m. There is still room for a few more reservations so if you are interested, please send in your reservation for now. Please complete the attached Registration Form and return it directly to Lynce Lucas.

Payment for the first session is due no later than **November 1, 2011**. Checks can be mailed to the address on Registration Form. Credit card payments can be transacted directly with Lynce by calling 281-463-6454. Participant confirmation will be sent after the **November 1<sup>st</sup> deadline**.

As previously stated the cost for each session is \$185.00. Since the blueprint changes are in effect for the November 2011, exam, class material information will be forwarded late November or early December. The total cost of materials for both sessions should not exceed \$250.00.

Registration for Part 2 will begin in February 2012. Both sessions are in preparation of the May 5, 2012, exam date. It is highly recommended that you visit [www.iaap-hq.org](http://www.iaap-hq.org) and view the Exam Guide for Certified Administrative Professional.

Good luck to all of you.



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### Chocolate Sales Money is Due Now



As of October 14, 2011, the IAAP Candy Fund-raiser for our scholarship project is officially over. At this time, please turn in all money to our **Treasurer, Debbie Bartelsmeyer**.

**Cornelia Wright** and **Sandra Scott, CPS/CAP**, are quite pleased with the candy sales which will go toward scholarships for graduates of the Santa Maria Hostel / Bonita House program for women in crisis.

Thank you to the sixteen members who volunteered to sell candy. Buy the candy and consume it yourself so you can turn in that scholarship money! Debbie is waiting for you.

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### Aldine Y.O.U.T.H. to Hold Second Annual Golf Tournament

**Linda Payne, CPS/CAP** and **Sandra Scott, CPS/CAP**, are signing up volunteers to participate in the Aldine Y.O.U.T.H. 2nd Annual Golf Tournament held at the Woodlands Country Club - Panther Trails Course. Contact either Sandra or Linda about the **November 7** event. Also, ask about providing items for the **five baskets** we are contributing to the tournament.

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# Networking/Impact Meeting Photos

October 6, 2011



Sherry Grantham is ready to go.



Catherine Mills and Mona Elias, CPS/CAP, sample breakfast.



Charlene Kesee, CPS/CAP, addresses the chapter.



Lain Brown speaks about the value of IAAP to her.

# More Networking/Impact Meeting Photos

October 6, 2011



## What are IAAP's Core Values?

**Integrity:** We demonstrate this cornerstone of our profession through honesty, accountability and high ethical standards.

**Respect:** We create respect within our profession and association through listening, understanding and acknowledging member feedback.

**Adaptability:** We ensure the success of our association by embracing positive change and by nurturing diversity, creativity and visionary thinking.

**Communication:** We cultivate and maintain excellence by remaining approachable at all levels, communicating openly and building strong relationships.

**Commitment:** We are steadfast in our goals to develop learning opportunities for career-minded administrative professionals and to strengthen efficiency and effectiveness.

### Our Mission

Enhancing the success of career-minded administrative professionals by providing opportunities for growth through education, community building and leadership development.

### Learn, Grow, Network

Members and non-members who attend IAAP events are energized when they go back to their offices. Besides learning from the industry's best teachers, authors and speakers, our members network with each other, learning from the triumphs and trials of other office professionals. If you haven't attended IAAP's International Education Forum and Annual Meeting or one of our conferences, put that on your list of things to do.

The three key phrases of IAAP's mission statement are **education, community building, and leadership development**. IAAP has a long history of meeting these goals at the following events – the spring Professional Education Conference, the International Education Forum & Annual Meeting, and the fall Certification Conference.

If you've been thinking about joining IAAP, we invite you to join our chapter. Once you join, be sure to participate. Involvement is the way to make the most of your membership. In fact, most ExxonMobil managers allow administrative professionals to charge membership dues to their PCards, since we are a corporate chapter. Our chapter meetings are held once a month during lunchtime, and we have great programs planned. Visit a meeting, talk to your manager, and join IAAP today!



**2011-2012  
ExxonMobil North Chapter  
IAAP Officers**

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**President**

Mona Elias, CPS/CAP

**Vice President**

Cathy Schaufler

**Secretary**

Sherry Grantham

**Treasurer**

Debbie Bartelsmeyer

**Directors**

Patty Inzana, CPS

Sue Pittel, CPS

Visit the IAAP website at [www.iaap-hq.org](http://www.iaap-hq.org)

*The Light* is a monthly  
publication of the ExxonMobil North  
Chapter IAAP

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***The Light* Committee:**

Debbie Bartelsmeyer, Treasurer /  
Board Contact  
Sue Pittel, CPS, Director / Editor

Please send comments or  
suggestions to Sue Pittel at  
[sue.c.pittel@exxonmobil.com](mailto:sue.c.pittel@exxonmobil.com).

**2011-2012 IAAP  
Texas-Louisiana Division Officers**

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**President**

Carla Flowers, CPS/CAP

**President-Elect**

Tina Wiggins, CPS/CAP

**Vice President**

Charlene Kesee, CPS/CAP

**Secretary**

Bonnie House, CPS/CAP

**Treasurer**

Emily Garner, CPS/CAP

**2011-2012 IAAP  
International Officers**

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**President**

Tamara Goodall, CPS/CAP

**President Elect**

Karlana Rannals, CPS/CAP

**Vice President**

Judith Yannarelli, CPS/CAP

**Secretary**

Antoinette Smith, CPS/CAP

**Treasurer**

Wendy Melby, CPS/CAP

**SW District Director**

Dortha W. Gray, CPS/CAP

**International Trustees**

Mary Ramsay-Drow, CPS/CAP

Kathy Hampton, CPS/CAP

Kelly A. Reggio, CAP

Lynda Boulay, CPS/CAP

Carolyn Prather, CPS

Judith Yannarelli, CPS/CAP

# What You Need to Learn from Lady Gaga: Extraordinary Performance is the New Norm!

Motivational speaker Theresa Behenna is a world-class pianist, author, recording artist and an expert on what it takes to be a leader in your field. From being laid off her office job in Australia to being hired by Coca-Cola to perform at the 2006 Winter Olympics in Italy, Theresa's unique presentation addresses today's challenges:



- Make the most of unwanted change
- The one thing you need to maximize productivity
- How to improve teamwork and boost morale
- Become priceless to your company/clients
- The success secret of billionaires and rock stars

Theresa is a Houston-based, award-winning speaker who uses live piano music to emphasize her points and enthralling stories laced with Aussie humor. Her piano CD "Songs for Friends" is in popular demand, and she is a contributing author to the book, Rekindling the Human Spirit. Theresa travels the country speaking at meetings and conferences, specializing and kickoff and closing keynote presentations.

Please make sure to **Mark Your Calendars** for this  
year's  
**Holiday Luncheon on December 6.**

This entraining program is guaranteed to leave you  
informed, inspired and motivated to succeed!

**A \$5 non-refundable reservation fee is due by  
November 12.** The money will be used to purchase  
door prizes for the event. Check or cash can be  
forwarded to:

**Cathy Schaufler, GP5-782.**



# Top of the List

## Top Needs at the DePelchin Center for Children

- Infant and Toddler Items
  - Diapers (all sizes)
  - Pull Ups (all sizes)
  - Formula
  - Crib Sheets
  - Car Seats
  - High Chairs
- School Supplies and Art Supplies
- Toiletry Items
  - Tooth Brushes
  - Shampoo and Conditioner
  - Soap
  - Hair Accessories
  - Cologne and Perfume
  - Feminine Hygiene Products
- Children and Teen Books
- Board games (such as Monopoly, Sorry, Dominoes, Checkers, Are You Smarter Than a 5<sup>th</sup> Grader, Puzzles, Legos, Connect 4, etc.)
- Children and Teen Movies
- Gift Cards for School Clothes and Undergarments
- Tickets to Recreational Activities (such as Play, Music Performances, Museum Tickets, Circus Tickets, Sports Shows, or other Houston Events)

# LLL<sup>®</sup>

## Leading Learning Living

PMB # 161 8524 Highway 6 North  
Houston, TX 77095  
(281) 463-6454 Fax (281) 345-6307  
[lynce.lucas@prodigy.net](mailto:lynce.lucas@prodigy.net)  
[www.leadinglearningliving.org](http://www.leadinglearningliving.org)

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### *CAP<sup>®</sup> CLASS REGISTRATION FORM*

MODULE: Part 1: Certified Administrative Professional Study Course

DATES: January 10, 2012 – February 28, 2012

DAY: Tuesdays

TIME: 11:30 a.m. – 1:30 p.m.

PLACE: ExxonMobil – 17001 Northchase Drive, GP5 Building

COST: \$185.00 (books not included) - Payment due November 1, 2011

NAME:	
COMPANY	<small>Print Name</small>
WORK #	
FAX #	
CELL #	
EMAIL	

#### **IMPORTANT PLEASE READ:**

The CAP<sup>®</sup> exam blueprint revision will take effect in November 2011. This course is comprised of two parts. Part 1 is a prelude and foundation for Part 2. Registration will be based upon first-come demand. The completed form is due in advance of payment to reserve space. Please e-mail or fax completed form directly to Leading Learning Living. It is a possibility of space limitation. Leading Learning Living reserves the right to cancel classes with full refund to participants if minimum class enrollment is not met. MasterCard, VISA & checks are accepted. Checks should be made out to Leading Learning Living and mailed to address heading.



**SAVE THE DATE! MAKE PLANS TO COME TO HOUSTON!**



**EVENT: 2012 TEXAS-LOUISIANA DIVISION ANNUAL MEETING**

**DATE:** Friday, May 18, 2012 - Sunday, May 20, 2012

**LOCATION:** [South Shore Harbour Resort](#), League City, Texas

**THEME:** Sail Away With Us!

**HOSTED BY:** [Clear Lake/NASA Area Chapter](#)



### **SAIL AWAY ... NAVIGATE YOUR CAREER**

Make plans now to arrive early for 2012 Texas-Louisiana Division IAAP's 60<sup>th</sup> Annual Meeting and Education Forum which will be held May 18 – 20 at South Shore Harbour Resort and Convention Center in League City, Texas. This hotel is located on Clear Lake in the Bay Area of Galveston and Houston, Texas.

The relaxed and casual atmosphere of South Shore Harbour is evident in their lush tropical swimming pool with swim-up bar. The hotel is close to the popular Kemah Boardwalk, just across the lake from NASA/Johnson Space Center, Historic League City, and a short trip from Galveston beaches and the attractions of Galveston Island.

A two-hour sailing trip is scheduled as a trip and tour for Thursday night with details to follow later. So pack your swimsuits and your bags and plan to come a day or two early to check out the area sites. The hotel reservations will be available soon.

Submitted by  
Michelle Spradley, CPS/CAP  
Annual Meeting Co-Coordinator