



International Association of
Administrative Professionals®
KCK Sunflower Chapter

SUNFLOWER SEEDS

Volume 1, Issue 1

September 2010

**JOIN THE KCK SUNFLOWER CHAPTER, IAAP
FOR A NETWORKING/SOCIAL OPPORTUNITY**

DATE: Monday, September 20, 2010

TIME: 6:00 p.m.

LOCATION: Home of Treasurer Sue Arnold
2961 North 70th Street (70th and Leavenworth
Road), Kansas City, Kansas (299-8492)

**WHAT TO
BRING:**

Yourself
Lawn chair
Dessert or Salad
Chapter will provide water and iced tea.

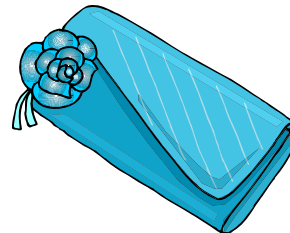
We are going to have a “purse auction” so be prepared to bid on a “purse full of goodies” if you see one that is appealing.

Board of Directors:

- President:
Kelly Bell
- Vice President:
Janet Parker
- Secretary:
Marie Meador
- Treasurer:
Sue Arnold

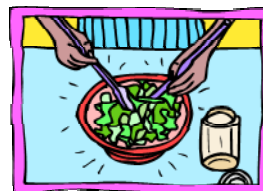
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R.S.V.P.

Janet Parker, Vice President – 913-573-5758
(Work) or jparker@wycokck.org



President's Corner

I can't believe that school has already started and fall is just about here. Where did the summer go?

IAAP is starting off its "Passion and Purpose" campaign this year. Division held a leadership workshop on August 14 in the Emporia. I attended the workshop and found it very informative. We start off our chapter's year with a picnic on **September 20th** at Sue Arnold's home. Janet has organized a purse auction which should be fun. The KCK- Sunflower Chapter is hosting the Kansas Division Fall Workshop on October 9, 2010. It is focusing on technology and media. I hope everyone can attend. Since we saved money at the annual meeting, the chapter can afford each member's registration. So it will be free for you to attend. Executive Night will be on **October 18th**. Susan Meyers will be the speaker so you know it will be good. The next event will be on **December 20th** for our social get together and community service event. Our APW event is scheduled for April 20th with another great speaker.

Our membership for our chapter is down to 10. I want to encourage everyone to make an effort to spread the word about IAAP and our chapter. Membership competitions are underway. It would be nice to have a full room for Executive Night and APW.

Kelly Bellmyer

Kelly Bellmyer
President
KCK-Sunflower Chapter, IAAP

2010-2011 Chapter Meetings and Events

October 9th — Host Kansas Division Fall Workshop

October 18th – Executive Night - Speaker Susan Meyer

December 20th – Dinner/Community Service

March 21st – Sue Houser – Speaker

April 20th — Annual Seminar
Social Event (week after seminar)

May 16th – Annual Meeting – Sharon Taylor Speaker

June – Mini Workshop

2010 KANSAS DIVISION ANNUAL MEETING
HOSTED BY KANSAS DIVISION BOARD AND JOHNSON COUNTY CHAPTER
ALTERNATE'S REPORT AND REPORT TO URBAN PLANNING AND LAND USE
JUNE 11 – 13, 2010

It was my privilege to attend the meeting as the alternate from the KCK Sunflower Chapter. My company paid my registration for the meeting.

I attended the opening event Friday night and it was great to renew old acquaintances and make new friends. The silent auction baskets had a lot of bidders on them and this is the first year that I have attended the meeting that I did not come home with a basket. I don't think I will be singing the theme song of the night "Man I feel administrative" any time soon.

Saturday morning was the business session. The session opened with welcomes, establishment of a quorum, etc. Some of the highlights of the business session were:

The Kansas Division was privileged to have International President Susan Shamali CPS/CAP during the entire meeting. She presented the State of the Association Report on Saturday morning.

RESULTS FROM PROPOSED KANSAS DIVISION BYLAWS AND STANDING RULES:

- * Proposed Amendment No. 1 – ADOPTED - Regarding annual dues for this Division for Merited Members at Large. (Division Merited Members will now pay the same dues as Chapter merited members - \$6.00)
- * Proposed Amendment No. 2 – ADOPTED – The word convention was changed to Education Forum and Annual Meeting as a global bylaws change.
- * Proposed Amendment No. 3 – ADOPTED – Meetings – inserted the words “Kansas Division” before the words “Annual Meeting”.
- * Proposed Amendment No. 4 – ADOPTED – Section 3, Paragraph E – Officers – Deleted the words “at the Division level” as they were superfluous words.
- * Proposed Amendment No. 5 – ADOPTED - Section 5, C – Secretary's Duties – Added a new number 5 that states: “Serve as a member of the committee to approve the Annual Meeting minutes, distributing approved minutes to the Division Board of Directors, chapter presidents, Annual Meeting delegates, and Division Members-At-Large within 120 days after conclusion of the Annual Meeting.
- * Proposed Amendment No. 6 – ADOPTED – Meetings – Added “Division” to members-at-large to differentiate from International Members at Large.
- * Proposed Amendment No. 7 – ADOPTED – Global Standing Rules Change – The word “convention” was replaced with Education Forum and Annual Meeting.
- * Proposed Amendment No. 8 – ADOPTED – The words “fees for first checked bag” were inserted. This was proposed because airlines are now charging separate fees for checked bags as standard procedures.
- * Proposed Amendment No. 9 – DEFEATED – This amendment would have required each officer on the Kansas Division Board to submit itemization of their expenses for the annual meeting. It was not recommended by the Board because the room bill is given directly to the treasurer and the individual officers do not get a copy. Also all officers complete a registration form, which is used as documentation for registration. The boards felt this was just added work and paperwork that is not needed.
- * Proposed Amendment No. 10 – ADOPTED – Clarified profits or losses from the annual meeting.

During the business session the Kansas Division Board of Directors gave their annual reports (copies of which are in the meeting notebook). The 2009-2010 Financial Report was given and the 2010-2011 Kansas Division budget was adopted.

The report of the Nominations Committee was given and the following officers were elected for 2010-2011:

President: Sharon Taylor CPS

President Elect: Sue Houser CAP

Secretary: Carol Zamaitis

Treasurer: Betty White CPS

The Kansas Division will be represented by Sharon Taylor as the delegate and Sue Houser as the alternate to the 2010 International Convention and Educational Forum. The delegate was sent informed and uninstructed.

The 2011 Annual Meeting will be held in Wichita, Kansas and the 2012 Annual Meeting will be held in Topeka, Kansas.

Kansas Division Membership has down from 222 to 208.

The Certification Luncheon was excellent and Nadine Yust CPS/CAP did a great job speaking about the CPS/CAP ratings.

I was unable to attend the afternoon session by Kurt Reinke on "Seeds for Successful Communication." I heard it was excellent.

I attended the vendors' mart before the awards banquet that evening. The banquet as usual was very good. I was honored to present the Past Kansas Division Presidents slide show at the banquet. I enjoyed sitting with members from the Heartland Chapter and Susan Ekstrum from the Flint Hills Chapter.

During the banquet the awards were presented. The officers were installed by International President Shamali. Incoming President Sharon Taylor CPS gave her incoming remarks and inspired us for the coming year.

Due to church commitments on Sunday morning, I was unable to attend the session.

Thank you to the chapter for sending me as your alternate to the meeting and especially to my company for paying my registration. It was good to get back involved with the Kansas Division members.

Respectfully Submitted,
Janet L. Parker CSC/APC
Vice President

Chapter Board Meeting

On September 8, 2010, the KCK-Sunflower Board held a teleconference meeting. Those in attendance were President Kelly Bellmyer, Vice President Janet Parker and Treasurer Sue Arnold. Secretary Marie Meador was unavailable.

Your Board has set the following goals for the Chapter this year:

Increase membership by 10%

Retain 100% of the current membership

Provide Professional Development

Hold Executive Night Event (October 18, 2010)

Hold Annual Seminar (April 20, 2011)

Host Fall Kansas Division Seminar (October 9, 2010)

Attendance at Division Events: 3

Educational Programs – 5

Community Service Project

Janet is working on the Roster for the Chapter and the Executive Of The Year Form.

Sue is planning our fund raiser for this year. She is getting the brochures for the candy and nut sale.

Marie is working on the newsletter.

Notes were taken at the meeting by Vice President Parker .