



Tidewater Chapter

Tidewater Times

IAAP

JANUARY 2012

SAVE THE DATE!

Your board is at work planning the following events.

January 14, 2012

- New Member Orientation
8:30 - 10:30 am-
Panera Bread
Great Bridge

February 4, 2012

- VA-WV Workshop/
LAN Meeting

February 15, 2012

- May Certification
Exam Deadline

June 29 - 30, 2012

- VA-WV Annual
Meeting in
Lynchburg

April 25, 2011

- APW Breakfast

TBD

- Stay Tuned for
Membership Drive
- OneNote/Access
Spring Workshop

A Message from the President

Message from Your Chapter President, Neil Morgan, CAP



Happy New Year everyone! Time for those New Year's resolutions! I hope you included IAAP when making yours...Maybe to attend a meeting, join a committee, recruit a member, or explore the IAAP websites. IAAP has a lot to offer its members.

Your board has been at work planning Tidewater Chapter's future events this year. APW is hard at work and is planning a great program for you. Ways and Means is doing an outstanding job raising the needed funds to run your chapter. Thanks goes out to Lisa Carter for doing an excellent job on your Newsletter. Thanks goes out to the Board with the Parliamentary Advisor for outstanding teamwork.

Thanks goes out to you, the Chapter a success. Let's begin year for the Tidewater Chapter and all the positive things each



and in the workplace. Member Appreciation is coming up in May also. Remember, we are here to learn from each other and to continue the never ending process of making everything including us better each and every day in the search for excellence. Oh that reminds me, we have orders for four T'Shirts and need eight more orders to place and order. The vendor requires a minimum of twelve for each order.

members for making the Tidewater our New Year planning another successful with everyone focusing on our blessings and every member does for the chapter

Please make sure you save the dates listed on this newsletter. I am looking forward to seeing everyone at the IAAP events this year and the monthly meetings. Jennifer Blair, President-Elect is working on great programs for you for this term.

As always, I am enjoying serving you, our Tidewater Chapter members.

MEMBERSHIP

As of December 1, 2011

86

As of January 1, 2012

84

Anniversaries

11 years
Fe Hardin, CAP

3 years
Donna O'Brien

1 year
Kenya Barrett

1 year
Denise Jones

1 year
Kevin Sales, CAP

Renewals

Stacey Hanson, CAP-OM

If you have any changes that you would like made to the chapter roster, please send the information to Nancy Moore

Email
nmoore27@cox.net

telephone – 757-576-3405

or mail
Nancy Moore
1003 Colonial Meadows
Way, Va. Beach, VA 23454

Please remember these changes are only for the chapter roster. If you want IAAP Headquarters to have the changes, you will need to log on to www.iaap-hq.org and update your profile.

Certification Committee and General IAAP Discussion

It is great to see all the excitement about our new Technology Applications specialty. Anyone with an active CAP rating is eligible for this specialty.

The Technology Applications specialty is earned through a combination of taking three of the Options Technology programs, and then attaining Microsoft certification in one of those three areas. Both the Options Technology programs and the Microsoft certifications need to have been completed in the two years prior to submitting the application to earn the specialty.

You will find complete details on the Options Technology program on the web site under *Education & Events*.

A lot of you are now asking 'what's next'? When the changes to the certification program were announced in July 2010, we mentioned possible specialties in organizational management, technology, human resources, and medical. We now have specialties in organizational management and technology. And we continue to investigate human resources, medical, and more.”

Stay tuned...

Happy Birthday!

01/03 – Jeri Reeves, CAP-OM

01/04 – Teresa Inge, CAP

01/29 – Bonnie Forrest

01/29 – Donna O'Brien

02/01 – Lisa Carter

02/03 – Carleen Muncy

02/05 – Kari Linke

02/05 – Judith Feld

02/09 – Fe Hardin, CAP

02/12 – Deborah Nevitt

02/15 – Tonya Manning, CAP

02/15 – Sandra Simpson

02/24 – Shevonne Morgan

02/27 – Cornelia (Rennay) Gamble, CAP

Ways & Means

A Valentines Basket for Ways & Means will be at the January Meeting to include the following and more.

One Night stay at Crowne Plaza Virginia Beach Town Center
with tickets for two to the Funny Bone Comedy Club

Danielle Steel's Latest Novel
Giorgio's Sensuous Cologne
Champagne and two Champagne Glasses
Valentine's Boxed Candy
Candle

Cheese and Crackers
Sheet Set

Only 15 bags of pecans left! Get 'em while you can!

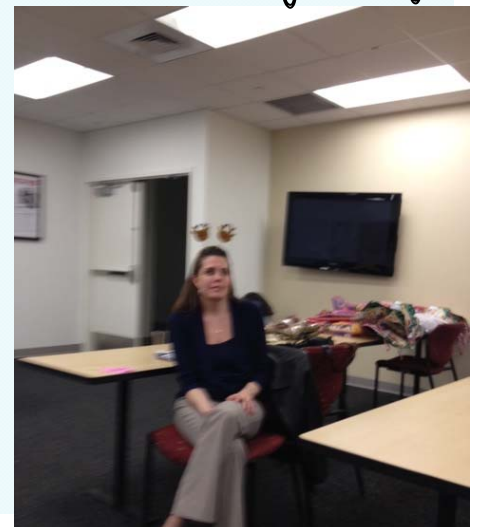
Susan Sledding



Lisa Turner



Festive Treasurer Tonya Manning



Community Service

Community Service for March - June 2012

Our Mission

<http://www.vetshouseinc.org>

Vetshouse, Inc. is a nonprofit 501(c)(3) organization that provides housing, food, clothing, counseling and other assistance to

homeless veterans of the US Armed Forces in order to facilitate their return to gainful, independent, responsible and productive lifestyles. Our goal is to bring awareness to the Hampton Roads of the current plight of the 2500 homeless veterans in our community. We will provide this program to as many veterans as possible thru the donation of time, materials, services and fundraising efforts of our volunteers and sponsors.

We are in need of the following:

Roadworthy Automobiles to be given to the program participants
 Dedicated people to donate \$10 to \$20 monthly for one year
 12 Dedicated People to pay one month mortgage payment once per year

- Paper Towels and Toilet Paper
- Non Perishable Food Items
- Gift Cards from K-mart or Wal-Mart in order to buy meat, bread, potatoes, milk etc for newly arrived Veterans
- Someone who is affiliated with a print shop to donate occasional printing to us
- Occasional speakers who are in recovery to speak at our AA/NA meetings
- Passes or tickets to local sporting events or movies



Avery® BOX TOP\$® for Education Challenge

Ask your Family, Friends and Co-workers to help us reach our goal of 5,000 Box Tops!

An education grant in the amount of \$2,000 will be provided by Avery to the chapter that collects the largest number of Box Tops coupons in support of the program.

An education grant in the amount of \$500 will be provided by Avery to the chapter collecting the second largest number of Box Top coupons in support of the program. All Box Tops coupons, not just those from Avery products, will be eligible.

Community Service Committee
 Contact: Linda Chapman, CAP-OM
 Jan – Mar 2012

Virginia Beach SPCA

3040 Holland Road • Virginia Beach VA 23453 • (757) 427-0070

The [Virginia Beach SPCA](#) is a non-profit organization founded in 1966 to promote a humane community and to prevent cruelty to animals.

We can Donate: Animal Care Supplies, Cleaning Supplies, Clinic and Medical Supplies, Office Supplies, Maintenance Supplies, Hurricane Preparedness Supplies

Eco-friendly & economical! These items you may have lying around the house, or normally trash or recycle. Consider donating to the VBSPCA instead:

Newspaper
 Gently used linens (towels, wash clothes, blankets)
 Shredded paper (no cross shreddies)
 Shoeboxes
 Empty tissue/cereal/cracker boxes for small animals

Empty paper towel/toilet paper rolls
 Empty soda cans
 Dead batteries
 Liquid laundry detergent tops
 Empty prescription bottles with caps



Board of Directors

President

Neil Morgan, CAP
morganl327@cox.net

President Elect

Jennifer Blair
jblair@cpvabeach.com

Vice President

Nancy Moore
nmoore27@cox.net

Secretary

Linda Chapman, CAP-OM
Linda_chapman@lifenethealth.org

Treasurer

Tonya Manning, CAP
tkmanning@cbh.com

Assistant Treasurer

Brande Rumpf
brumpf@vbgov.com

Parliamentarian Advisor

Debbi Haddaway
dhaddaway@maxmediallc.com

Have you updated your contact information with IAAP lately?

Remember, you need to update your information with both the Chapter and International!

It's simple and easy!

To update your information for International:

Go to: <http://community.iaap-hq.org>

Login in (if you do not have a login – create one)

Click on the **Network** tab at the top of the page

Your profile will appear and you can make edits to your information.

To update your information with the Tidewater Chapter:

Send an Email to vice president, Nancy Moore at nmoore27@cox.net; (757) 576-3405 (phone); or by mail, Nancy Moore, 1003 Colonial Meadows Way, Virginia Beach, VA 23454.

International Association of Administrative Professionals (IAAP) ®

IAAP is an organization dedicated to the education and professional development of office professionals

MEMBERSHIP IN IAAP OFFERS THE FOLLOWING OPPORTUNITIES

Continuing Education - CPS/CAP Designation - Personal and Professional Development - Networking Opportunities - Technology Updates - Leadership Training

For more information, visit the local Chapter website at <http://www.iaap-tidewater.org> or the International website at <http://www.iaap-hq.org>.

IAAP Mission Statement:

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

Newsletter Editor

Lisa Carter

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