



## Programs 2010-2011

**February 16, 2011, Wednesday 11:30 AM Luncheon**

Dr. Margaret Marshall - Communicating Effectively With Your Boss

\*applied for 1 recertification point

**March 16, 2011, Wednesday 11:30 AM Luncheon**

Erin Peschel, CMP -- Meeting Planning

\*applied for 1 recertification point  
March Madness Membership Recruitment

**April 20, 2011, Wednesday 8-Noon Continental Breakfast**

**Spring Seminar - 8 AM - Noon**

\*applied for recertification points

**May 18, 2011, Wednesday 11:30 AM Luncheon**

Election of Officers

**June 15, 2011, Wednesday 11:30 AM Luncheon**

Installation of Officers

\* \* \* \* \*

IAAP Fall Conference  
October 17-20, 2010  
Louisville, KY

IAAP Spring Conference  
March 6-9, 2011  
Tampa, FL

## Dublin Chapter Board Members 2010-2011

President: Vicki Hohm  
hohmv@nationwide.com,  
614-854-8424

President Elect: Brenda Mason, CPS/CAP  
Masonb1@nationwide.com  
614-677-1566

Vice President: Connie Switts, CPS/CAP  
swittsc@nationwide.com  
614-435-6762

Secretary: Barbara Smith, CPS/CAP  
Smithb75@nationwide.com  
614-854-8722

Treasurer: Karren Martin-Huth  
Karren.Martin-Huth@cardinalhealth.com  
614-757-6308

Parliamentarian: Karen Allen, CPS/CAP  
Allenk8@nationwide.com  
614-249-5948

### Our Mission

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



Web site: <http://www.iaap-dublin.org>

**The Dublin Chapter  
of the International  
Association  
of  
Administrative  
Professionals®**

**Programs are held  
the third Wednesday  
each month  
September - June  
Dublin, Ohio**

**All meetings will be held at:  
HOLIDAY INN EXPRESS  
5500 Tuttle Crossing Blvd.  
Dublin, OH 43016**





## Committees/Participation Opportunities

Audit - [Helen George](#)

Awards/Pathways to Excellence - [Vicki Hohm](#)

Bosses Day - [Tammy Brown](#)

Bylaws and Standing Rules - [Pat O'Dell, CPS/CAP](#)

CPS/CAP Certification - [Brenda Mason, CPS/CAP](#) & [Connie Switts, CPS/CAP](#)

Finance/Budget - [Board & Chairpersons](#)

History Committee - [OPEN](#)

Membership/Mentoring - [Angela Taulbee](#)

Nominations - [Past President's](#)

Programs/Hospitality - [Board](#)

Publicity / Publication:

Newsletter: [Barbara Smith, CPS/CAP](#) and [Susan Blankenship](#)

Sunshine Cards: [Marica Phipps](#)

Webmaster: [Marie Blodgett, CPS/CAP](#)

Retirement Trust Foundation - [Libby Farley, CPS/CAP](#)

Seminar - [Renee Jeffers, CPS/CAP](#), [Brenda Mason, CPS/CAP](#), & [Connie Switts, CSP/CAP](#)

Student Chapter - [Renee Jeffers, CPS/CAP](#)

Ways and Means - [OPEN](#)

## ABOUT IAAP

The International Association of Administrative Professionals is a not-for-profit professional association for office professionals with approximately 28,000 members and affiliates and nearly 600 chapters worldwide. Our mission is to enhance the success of career-minded administrative professionals by providing opportunities for growth through education, community building and leadership development.

The association founded in 1942 as the National Secretaries Association to provide a professional network and educational resources for secretarial staff. The association's name was changed in 1998 to the International Association of Administrative Professionals to encompass the large number of varied administrative job titles and recognize the advancing role of administrative support staff in business and government.

### Objective:

To elevate the standards of the business professional and to promote its working relationship with management through continuing education, programs, and development.

### Vision Statement:

To inspire all administrative professionals to attain excellence.

### Purpose:

To provide educational training and to set standards of excellence recognized by the business community on a global perspective.

## Programs 2010-2011

**Sept. 15, 2010, Wednesday 11:30 AM Luncheon**  
[ODAM and EFAM Attendees Panel](#)

**October 20, 2010, Wednesday 8:00 AM Breakfast**  
[Bosses Day Recognition](#)

**Nov. 17, 2010, Wednesday 11:30 AM Luncheon**  
[Chrissy Blackwell, CPS/CAP](#)  
[Ohio Division President](#)  
["Market Like A Pro"](#)  
*\*applied for 1 recertification point*

**December 15, 2010, Wednesday 11:30 AM Luncheon**  
[Linda Mettle, CAP, Ohio Division](#)  
[Corresponding Secretary](#)  
*\*applied for 1 recertification point*

**January 19, 2011, Wednesday 11:30 AM Luncheon**  
[Brenda Mason, CPS/CAP](#)  
[Revised CAP/CAP-OM & Recertification](#)  
*\*applied for 1 recertification point*

**The Dublin Chapter of the International Association of Administrative Professionals®**



*Turning Jobs  
Into Careers®*