

## President's Update

Dear Members,

♪ Fantastic Start to our "Leap to Remarkable" Year ♪

What a fantastic meeting we had in October. Andrew Castillo presented "A Funny Thing Happened on the Way to being Discouraged". He was extremely funny with his monologue and gave us several tips on how to handle discouragement at home and definitely at work. He sent us home with lots to think about.

Each month we welcome all of our new members as that is what helps make our chapter excellent. It is really great to see all of you and to see you thinking about helping the Chapter by joining and helping with Committees. There are lots of pictures in this update showing you what fun we had at the Executive Recognition Night and our Leadership Retreat and all of which is possible because our Board & Committees.

As always, our vendors including Patty and Bill Turney with The Augusta Group turned up with special prizes for our Executive Recognition Night Raffle. Elaine's Florist always sends a beautiful floral arrangement, which your President won and it is still alive and beautiful after a week and a half. Regina Pippins of the RAC Houston gave an Executive item. We had a new group, La Toretta Lake Resort & Spa with Karin Greene who brought us several really nice prizes including spa gifts and an overnight stay for the special Executive's Raffle. Do not forget our sponsors when your office can use their services. It is now Christmas time and your organizations may be sending Christmas Cards/Holiday Cards and presents. Our vendors can help you with all these items.

We are continuing on our way to making Chapter of Excellence for our 4<sup>th</sup> year. Thanks to all of our members who are helping us get there. One of the requirements is to have 7% of our Chapter Members attain Member of Excellence. Please keep working toward this achievement. Requirements are included in this update.

As a reminder, the chapter financial information and minutes were sent to you and is available via the WHC website. You will be required to sign in to Members Only to view the financial statements.

*Betty, Belinda, Barbara, Melanie, Dianne & Ella.*



**Elizabeth B.  
Berney, CPS**  
President  
West Houston  
Chapter  
(2011-2012)

### Important Dates

**11/8** - WHC Board Meeting Embassy Suites – I-10 & Kirkwood

**11/15** - **Silent Auction sponsored by LaTorretta Lake Resort & Spa At Hilton Garden Inn**

**12/10** – New Member Orientation at 10:00 a.m. President Berney's home

**12/16** - Christmas Luncheon & Ornament Exchange  
11:30 am at the  
Crown Plaza I-10 & HW 6

**Katy Christian Ministries**

### 2010-2011 WHC Board

Elizabeth B. Berney, CPS, President  
Belinda Bonilla, Vice President  
Barbara Mitchell, Secretary  
Melanie Pollack, CPS, Treasurer  
Dianne Darlin, CPS/CAP, Director  
Ella Harvey, CPS/CAP, Director



## WHC CHAPTER MEETINGS THROUGH JUNE 30, 2011

### *West Houston Chapter-IAAP Program Schedule 2011-2012*

<i>Date</i>	<i>Name</i>	<i>Title</i>	<i>Topic</i>
July 19, 2011	Kathryn Watson	Productivity & Focus Coach / Motivational Speaker	"When Time Keeps Slipping Away ..."
August 23, 2011	Linda Taylor	President/CEO Koach Consulting	"Leading from the Inside Out"
Sept. 27, 2011	Dale Osberg - Avery	Avery Dennison	"Business Solutions for Greater Productivity"
October 25, 2011	Andrew Castillo	Motivational Speaker	"A Funny Thing Happened on the Way to Being Discouraged" ("Executive of the Year Night")
November 2011	Silent Auction	No Speaker	Silent Auction
December 2011	No meeting		
January 2012	Tina Wiggins	T/L Division IAAP	"Find It, Build It, Keep It!"
February 2012	Melissa Munson	OfficeTeam	"Business Etiquette"
March 2012	Wendy Calvin	ConocoPhillips	"Promote Me"
April 2012	Madeline Alexander	Life Coach	"Breaking Through Barriers ... What's Holding you Back?"
May 2012	No Speaker	No Speaker	Officer Nominations & Scholarship Awards
June 2011	No Speaker	Elections	Officer & Director Elections

#### *Seminar(s) in 2011-2012*

<i>Date</i>	<i>Name</i>	<i>Title</i>	<i>Topic</i>
<i>Spring Seminar</i>	<i>TBD</i>	<i>TBD</i>	<i>Member Appreciation Seminar</i>

## WHC HOLIDAY ORNAMENT EXCHANGE – DECEMBER 16, 2011

The holidays are fast approaching and we want to have some Holiday Social time on your calendar. Come join us for a buffet lunch at the Crowne Plaza Westside (I-10 and Highway 6) at noon on Friday, December 16, 2011. We reserved 25 seats so please RSVP to ensure we have a seat for everyone. This is a self-pay (less than \$20) and there is no obligation if you can't make it. RSVP to Ethel Hamilton at [msethel9949@sbcglobal.net](mailto:msethel9949@sbcglobal.net) by Tuesday, December 13<sup>th</sup>.

To make this even more fun and social, if you'd like to participate in the Holiday Ornament Exchange, please bring an ornament valued at about \$5 in a brown paper bag. It's not mandatory but you'll be missing a lot of fun. We'll do the number drawing and stealing three times. Come and stay as long as you can, enjoy the fun and visiting, and pay when you leave.

Wishing you a happy and safe holiday season.

## 2011-2012 WHC COMMITTEE CHAIRS

Bylaws & Standing Rules  
Certification & Education  
Golf  
Historian  
Hospitality  
Membership  
Program  
Publicity  
Scholarship  
Ways & Means  
Website

Carolyn Smith, CPS  
Lucie Waits, CPS/CAP  
Marilyn Simms  
Ethel Hamilton, CPS/CAP  
Marlice Jobe, CPS  
All – Need a Chair  
Ella Harvey, CPS/CAP  
Caroline Champness, CPS/CAP  
Lenda Jones, CPS

Dianne Darlin, CPS/CAP – Please let Dianne know if you would like to work with this Committee.

**Webmaster** – Our Website is being maintained by Dianne Darlin who is updating our website; however, she would like to train a new member with the responsibility to become our Webmaster, please let Dianne know if you have any interest.

**Did you know.....**Once again asking our visitors how they found us -- it is through our marvelous Website. This is an integral part of West Houston Chapter!!

**Membership Chair** – We are doing the best that we can to make sure everyone is on our distribution list but please let Betty Berney ([betty.b.berney@exxonmobil.com](mailto:betty.b.berney@exxonmobil.com)) if you aren't receiving emails re chapter activities.

Please share your expertise with our chapter members and see how much more fun the Chapter can be. There are members who will assist you. West Houston Chapter needs the following:

### **Ways & Means Chair -**

**YOUR chapter needs YOU!! Volunteer to chair or serve on a committee!** You will be surprised at the new LEADERSHIP SKILLS you will develop. Examine your personal development goals.....what better way to increase your skills than by serving / leading a committee that is made up of friends. Not only will you be growing, you will be giving valuable service to your community and chapter.

## NEW MEMBER ORIENTATION DECEMBER 10, 2011

Our first New Member Orientation will be on December 10 at 10:00 a.m. It will be at the home of your President, Betty Berney, CPS at 12702 Rocky Meadow Dr, Houston, TX 77024, home phone 713-463-7159 and office phone 713-656-6217. Please let us know that you can attend so we will have enough materials for you. The meeting will be 1 to 2 hours depending on your questions.

## **NEW MEMBERS/RENEWING MEMBERS**

### New Members:

Tina Renee Percy – New Member Transfer  
Kathy Dahlke – Reinstated Member – YEA!!!  
Roni Nobles – New Member Transfer

## **GUESTS AT OUR OCTOBER CHAPTER MEETING**

### **EXECUTIVES**

Barry Wiggins, VP/Software Manager - Fugro  
Chantalle Burton, Manager - ProAssurance Mid-Continent Underwriters, Inc.  
Steve and Karen LaGrasta – YATES-LAGRATA Commercial Real Estate Appraisals

Bill Turney – Augusta Group  
Staci Skrabanek  
Barbara Tone  
Tricia Crowder  
Sharon Heinsohn  
Joann Bayes  
Rita Alaminsky  
Rosalind Hebert  
Mary Garza  
Charlotte Weber  
Regina Pippins  
Yolanda Barker

We welcome all our guests! West Houston Chapter is a vibrant growing, exiting Chapter and we are so very happy that you all joined us.

## **IF YOU MISSED YOUR OCTOBER EXECUTIVE RECOGNITION CHAPTER MEETING.....**

What a fabulous evening for our Executives. All of our Executives were recognized for their support of WHC and IAAP. They were presented a memento from the Chapter and their Agenda Program, which was professionally bound, contained pertinent information about IAAP, Certification, International's EFAM in Grapevine 2012 and T-L Annual Meeting in South Shore Harbor 2012.

Frances McAnear introduced Steve LaGrasta, President and Karen LaGrasta, Vice President of YATES-LAGRATA.

Sarah Murphy introduced Barry Wiggins, Fugro, Vice President of Software

Nancy Garland introduced Chantalle Burton, Manager at ProAssurance Mid-Continent Underwriters, Inc.

Photos of the Executives and their WHC member were taken.

Photos of previous Executives of the Year for West Houston Chapter were displayed in a collage for everyone's viewing.



The Ways & Means Committee had many Mystery Gift Raffle Prizes. Thank you Bill Turney from Augusta Group, The RAC Houston – Regina Pippins, Elaine from Elaine's Florist and Karin Greene from La Torretta for attending and bringing such wonderful raffle prizes. Our total for the evening was \$288.00 and a huge success. Becca Kilpatrick had all of the mystery gifts collected and wrapped and the vendors as always donated fabulous prizes. **Marilyn Simms (as she always does)** stepped in and ran the raffle for us with the help of new member **Stephanie Booth, CPS.**



Ella Harvey, CPS/CAP, Program Chair and Director of WHC is introducing Andrew Castillo, Motivational Speaker.

If you couldn't attend, find a meeting/seminar where he is speaking, it will be worth your while.

Thank you chapter member Marion Gregg, CPS/CAP for introducing us to Mr. Castillo.





## AMONG OUR MEMBERS

### Health Updates:

**Barbara Mitchell** recently had a hospital stay. She is much improved.

**Betty Berney** had skin cancer surgery on October 27 on her face, neck & back and am happy to report no melanoma's, she started back to work on Tuesday, November 1.

## E-AWARDS



Carole Smith, CPS/CAP was presented the E-Award at our October meeting for her consistent leadership in all areas of the chapter. Carole was also recognized for meeting a milestone for her career with IAAP. She has been a member for 25 years, WOW!!!! Melanie Pollack presented the award.

Members, please let the Board know if you know of someone in our Chapter who has done an outstanding job for the Chapter and deserves an E-Award.

## A GENTLE REMINDER

The chapter established guideline for drawings at our meetings is: "The winning ticket holder must be present at the time of the drawing in order to claim the prize." This includes all drawings. Thank you members for honoring these guidelines.

## LEADERSHIP RETREAT FOR ALL MEMBERS MODERATOR CAROLE SMITH, CPS/CAP

What a fantastic day and so much was learned and we have new energy and want this to be the best year ever for WHC. Thanks to all who could attend.



Left to right: Barbara Haralson, Gwen Scott, Melanie Pollack, Betty Berney, Carole Smith (our moderator), Belinda Bonilla & Ella Harvey (second photo) Frances McAnear added.

## INFORMATION – WHC & EFAM IN GRAPEVINE, TX JULY 2012

### IAAP Membership - WHC Chapter & EFAM Information

*Provided by Caroline Champness CPS/CAP*

EFAM 2011 was in Montreal, Canada and four WHC members were able to attend. We hope our reports created interest in your attending a future EFAM. Here's your chance.

EFAM 2012 will be in Grapevine, TX, and being so close to home you should plan on attending with or without your employer's support. Consider carpooling, sharing hotel expense, bringing fruit, snacks and water, as well as dining creatively to save money.

Attending EFAM is a great experience which provides educational sessions and networking possibilities. I still link up with friends from conferences in Toronto, Washington DC, New Orleans and Tampa. We made new friends in Montreal.

### GET YOUR ACTION PLAN STARTED

Resume - Add your IAAP Membership and accreditation information. (During interviews talk about being proud of your chosen profession)

Ask if the company supports staff with association dues, accreditation process, meetings and seminars.

Performance Plan - Incorporate IAAP membership and seminars in your annual review.

WHC - Don't just sign up as a member on paper only.

Don't just attend meetings with recertification points.

Join a committee and learn - then next year become Committee Chair.

Seminars - Attend as many as you can and bring business cards for networking.

TEXAS-LOUISIANA DIVISION ANNUAL MEETING & EDUCATION FORUM - May 17 – 20, 2012 will be at beautiful South Shore Harbor in League City, Texas. You will want to attend this weekend of education and enrichment. It is guaranteed to be exciting and energize you in your work and at home. The Tours and Events committee has a sunset cruise on Clear Lake leaving from South Shore Marina. Make the Leap to Remarkable. Meetings usually rotate between Texas and Louisiana. <http://www.iaap-txla.org/TXLADivision/Home/> Check the T-L Website for registration and hotel information.

EFAM – July 22 – 25, 2012

Reserve Hotel ASAP [www.gaylordhotels.com/gaylord-texan](http://www.gaylordhotels.com/gaylord-texan) to be near the meeting site - you can always cancel should your company not assist with cost. Find a buddy or two to share room expense.

Watch for Early Registration discounts – Usually in January  
Spread cost over several months:

Registration fee can be handled in 1st Q  
Airline reservations can be handled in 2nd Q

Arrive at site on a Thursday – or add a day at the end to have time to tour area

Join an IAAP Tour (Saturday tours fill up quickly) If the IAAP tours are full, there are other local tours available. Tours are personal expense (ask family to help...Christmas, Birthday gifts)

Watch airfare and try to fly with another attendee to share ground transport cost.

Bring snack items and business cards or preprinted labels for vendor show & networking

Hotel:

Ask for lower floor due to fire safety, elevator wait time, and fewer steps to climb if emergency.

Check cost of Concierge area, it might be cheaper and easier to get breakfast as the sessions start early.

Registration Counter of hotel may provide fresh fruit in the morning and cookies in the evening

EFAM Check-In:

(If EFAM is in CANADA, add International plan to your cell account and exchange currency at airport)

You'll receive a tote bag which you can use to carry water and snacks to meetings/sessions

The Hospitality Room provides Bulletin Boards to sell tickets to events and put up notices to find friends from other Chapters, etc.

Vendors are usually in this room selling jewelry, raffles.

Additionally, there will be guidebooks for the area and hostesses to answer questions.

Clothing:

Business Casual is appropriate. Plan on comfortable shoes....stiletto stay home.

Bring a shawl/sweater as meeting rooms can be chilly

**Banquet Night can be as fancy as you want but many wear black with a fancy top. Choose an outfit from your closet no need to buy anything new.**

Church Services:

**Ask for closest church of your denomination and check times. Sunday Business Session starts early.**

MISCELLANOUS:

**Take FED EX tickets from your office/home to ship Vendor Show handouts, samples and seminar paperwork back to your office, unless you are driving.**

**Bring a reusable large bag to use as CARRY ON for return flight (souvenirs, gifts, etc.)**

**Plan to buy water at nearby grocery or drug store as it is cheaper than hotel water.**

Vendor Show – DON'T FORGET BUSINESS CARDS

**Usually crowded, plan to start on the left side or center of hall, check out booths without crowds**

**On second visit, go to the more popular booths....be courteous, don't cut in line and don't take more than one giveaway.**

**On last day of vendor show....go during last hour. Vendors prefer not to pack up items and you might receive an extra giveaway.**

**REMEMBER to take only what you can ship to the office or carry on the plane as you don't want to overload your suitcase.**

Meals during the week

**WHC members usually arrange a designated meeting time/place. Join the group if you wish. Invite a new friend to join. Watch for loners and invite them to join. You just might meet someone who will become a lifelong friend.**

**Make the commitment to yourself to enjoy your IAAP membership by HAVING FUN and ABSORBING ALL YOU CAN AT MONTHLY MEETINGS, SEMINARS, T-L AND EF**

**KEEP COLLECTING THE BOX TOPS FOR EDUCATION!!!**



West Houston has set it sites on collecting 600 box tops per month for the next year. Vivian Wuertz was given the first two months of BoxTops for her school. How exciting is that!!!!

Carole Smith set our goal based on what we collected this year and what smaller chapters than our collected. She feels for us to be in the running this year, 600 a month should be our goal. **WILL YOU HELP US?**

We have several schools participating this year. Bring your box tops to the chapter meeting. If you have a school you would like to nominate, and be responsible for the school receiving and signing for the box tops, please contact Carole at [carolesmithsos@gmail.com](mailto:carolesmithsos@gmail.com), or Carole Smith, 281-796-3364, 13411 Layton Castle Lane, Cypress, TX 77429. See the following information on a new way to collect.



**The Math is Simple!** Now there's a great new way to earn Box Tops for your school.

As a new Box Tops for Education® partner, Hanes is offering schools one Box Top for every Hanes® printed T-shirt, polo shirt or sweatshirt you order for class shirts, school uniforms and school events. Need 200 T-shirts for your school's upcoming Spring Festival? That's 200 Box Tops with just one order!



**GETTING STARTED IS AS EASY AS 1-2-3!**

- 1** Make sure school staff and volunteers know to request Hanes products when placing their orders with their suppliers. Packaged Hanes® underwear, socks and individual t-shirts purchased at local retailers (Walmart, Target, Kmart, etc.) DO NOT qualify.
- 2** To receive your Box Tops certificates, simply submit the Hanes Redemption Form (available at [www.Hanes4Education.com](http://www.Hanes4Education.com)) along with the original invoice. Be sure that your supplier specifies Hanes on the invoice.
- 3** Within 4-6 weeks, you'll receive your Box Tops certificates in the mail.

**Get Started Today!** All orders purchased beginning March 1, 2011 qualify for this program!

Need more information? Find everything you need at [Hanes4Education.com](http://Hanes4Education.com).

The Augusta Group, (Patty & Bill Turney) 1500 S. Dairy Ashford, Suite 430  
Houston, TX 77077 TEL: 281.293.0995, FAX 1.888.588.1141, CELL: 281.844.5266  
[www.theaugustagroup.net](http://www.theaugustagroup.net)

## EMPLOYMENT LIAISON



When your company is seeking to hire a new employee, will you send the position posting to Dianne Darlin for distribution to those in our chapter and Texas-Louisiana Division who are seeking employment? This is a great service both to the company and our members and friends.

Respectfully submitted by Dianne Darlin, CPS/CAP, WHC IAAP Employment Liaison

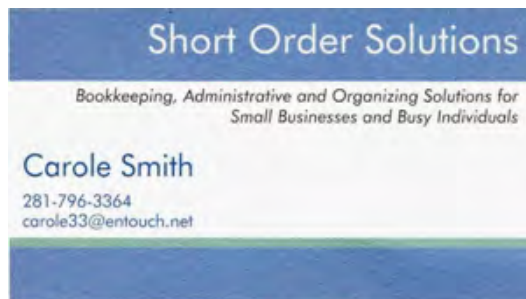
## NEW NAME BADGES

Thanks to Patti & Bill Turney of the Augusta Group, we can order new name badges with the blue International IAAP Logo, including your name and West Houston Chapter. It will also include the new certification designations – CAP, CAP-OM.


Please contact Frances McAnear, to place your order. Checks in should be made out to the Augusta Group for \$8.58. The order will be placed by the end of November. You can give her your check at the November Silent Auction Meeting, or mail it today. This is a GREAT deal on the name badges...they are oval with magnetic backs.

## OUR SPONSORS

We extend a special "Thank You" to each of our corporate sponsors for their support at our chapter meetings and events.



**PROMOTIONS**  
Distinctive Branding Solutions

 Women's Business Enterprise Alliance



West Houston Chapter presents our  
"Annual Silent Auction"



**Bid  
Shop**

**Agenda for the Evening:**

- Short Business Meeting
- Silent Auction

**Dinner Menu:**

Thanksgiving Holiday Dinner  
with all the "trimmings"

**Date:** Tuesday, November 15, 2011

**Time:** 5:30 pm Networking  
6:00 pm Dinner  
6:30 pm Program

**Location:** Hilton Garden Inn, Energy Corridor Houston, TX ([click here for map](#))

**Cost:** **\*\*SPECIAL TREAT THIS MONTH sponsored by La Torretta Resort\***

Be one of the first 40 members to reserve your dinner (RSVP) and La Torretta will pay for your dinner! Looking for a GREAT option for your next Board Retreat, Holiday Party or Company Meeting? La Torretta Lake Resort is proudly hosting our Chapter meeting and giving a presentation on the resort to show us why their award winning resort is the best choice!! Visit [www.latorrettalakeresort.com](http://www.latorrettalakeresort.com) for more info.

**Donate**

**Buy**

**Reservations:** Please make your reservations by email to: [whc\\_iaap@yahoo.com](mailto:whc_iaap@yahoo.com) no later than noon on Friday, November 11, 2011. Specify whether or not you would like a dinner ordered for you, your menu choice or if you will be attending the Auction only. Also, indicate if you will be bringing a guest and include guest's email address. Thank you.

**Note:** Please be advised you are obligated to pay for dinner when you make a reservation. All reservations and cancellations are due by November 11, 2011 at noon. If you do not attend or cancel your reservation by the designated deadline, you will receive an invoice.



# 2011 West Houston Chapter IAAP Silent Auction

**When:** Tuesday, November 15, 2011

**Where:** Hilton Garden Inn- Energy Corridor  
12245 Katy Freeway  
Houston, Texas

**Time:** 5:30 p.m. – 8:00 p.m.

We need your participation  
to make this  
year's Auction a successful  
Chapter Fundraiser! Make  
the Auction your one stop shop for  
the Holidays this year!!

**All proceeds will benefit WHC Chapter!!!**

We are gladly accepting donations of new  
and/or gently used re-gift items for our Auction.  
Please contact Betty Berney at #713-665-6217  
or Belinda Bonilla at #713-369-6071 to donate or  
drop off items before November 15, 2011.



