



# Indiana Division Newsletter October-November-December

President Message

It seems like Christmas took for EVER to get here when I was little!! Why does now seem to come so fast?

Officer Reports

Your division board would like to take this opportunity to thank our chapters for your hospitality during our recent chapter visits. Not only do these meetings offer opportunities for sharing information, they are also a great way to meet and make new friends! We hope your members are taking the opportunity to read John Maxwell's book, "17 Essential Qualities of a Team Player." And be sure to share the material with your team at work, too! With the beginning of a new year, 2010 will be busy with the finalization plans for our annual division meeting in Columbus in May. Be checking back here often for updated information and registration material!

Upcoming Events

Board/Committee  
Assignments

How are you all doing with your Commitment to Members of Excellence this year? We hope you are 90% into meeting all the requirements!

Research &  
Education  
Foundation

Member/Chapter  
Anniversaries

And don't forget to complete your chapter contest worksheet!! These can be submitted to Mia on a quarterly or monthly basis.

Joy Huber – "Give  
the Gift of Self-  
Esteem"

**POWER**  
of  
**Commitment**



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In January, we hope to present information for an educational scholarship to be awarded this year. Your donations through the benefit breakfast, silent auctions, etc, have provided the 'seed' money we need to start this program! And I think this is a great time to assist members looking to further their education in order to maintain or increase their current income.

We also will be offering an opportunity to receive scholarship money toward certification to 2 members this year!

Please check the calendar of upcoming events and mark your calendars! We want to keep you informed and up to date on division happenings!

Our financial report should be available after January 1.

*Ms Savannah wishes you a Merry Christmas holiday, and a Happy 2010!*

*Teresa Walters CAP, Indiana Division President*





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### Vice President's report....

I visited the '500' Chapter on Monday October 12. I was warmly greeted by President Phiandra Peck CAP at their meeting venue, Grindstone Charley's in Speedway. I presented the program entitled *The 17 Essential Qualities of a Team Player: Becoming the Kind of Person Every Team Wants* by John C. Maxwell. I observed and enjoyed listening to their discussion as reports were given and new business was discussed.

It was an honor visiting with the '500' Chapter members and to share this years Division educational program with them.

On Monday October 19<sup>th</sup> I visited Athens of the Prairie Chapter in Columbus, IN. My traveling companion was Diana Nickler CPS/CAP and Past Indiana Division President.

President Paula Shelton greeted us at their meeting venue located at Columbus City Hall. We were treated to complimentary appetizers provided by Lemley's Catering from Columbus, IN. The food was delicious and greatly appreciated.

I presented *The 17 Essential Qualities of a Team Player: Becoming the Kind of Person Every Team Wants* by John C. Maxwell. We had excellent dialogue as we discussed the qualities mentioned in Mr. Maxwell's book. I observed their meeting process and was honored to install their new member Jane Tompkins, Administrative Assistant at Columbus Regional Hospital.

Karen Blankenship, Vice President



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### Secretary's report....

West Lafayette Chapter visit – The visit started out with dinner then my presentation “17 Essential Qualities of a Team Player” by John Maxwell. One of the qualities is flexibility, so I passed out rubber bands to each attendees signifying flexibility. I indicated to them to wear their rubber band to remind them that in all situations there is some kind of flexibility on our part. One of the member was gathering information regarding knee surgery. In my introduction it was mentioned that I work at Zimmer, Inc. an orthopedic company. I told her I would send her information on our different knee implants. This was a very successful visit. I believe two first-timer joined their chapter.

Tawasi Chapter visit – I presented the “17 Essential Qualities of a Team Player” by John Maxwell. Like the West Lafayette Chapter, I handed out rubber bands to each attendee as well as had them stand up and do a cheer with me for the quality “Enthusiastic”. It was an awesome group they participated and help come up with different ideas/suggestions for the different qualities.

Mia Gutridge, Secretary



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## Upcoming IAAP Events & Important Dates

- |                           |   |
|---------------------------|---|
| <b>January 10, 2010:</b>  | <b>Chapter Presidents' Conference Call</b>                  |
| <b>February 15, 2010:</b> | <b>Deadline to register for May CPS/CAP Exams</b>           |
| <b>February 20, 2010:</b> | <b>IDAM 2010 Planning Mtg/Conf Call<br/>Indianapolis IN</b> |
| <b>April 26-30, 2010:</b> | <b>APW Week</b>   |
| <b>May 7-8, 2010:</b>     | <b>CPS/CAP Exams</b>  |
| <b>May 14-16, 2010:</b>   | <b>Indiana Division Annual Meeting,<br/>Columbus, IN</b>    |



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## Your Indiana Division Committee Contacts:

Chapter	President	Committee	Board Contact
Evansville	Vicki Schmidt	New Chapter Builder	Teresa Walters CAP
Lafayette	Rose Killian CPS	Bylaws and Standing Rules	Mia Gutridge
Athens of the Prairie	Paula Shelton	Membership	Karen Blankenship
Maple	Sue McCall	International Project/Professional Development	Teresa Walters CAP
Tawasi	Janet Myers	Audit	Mia Gutridge
Indy Northside	Connie Whitman CPS/CAP	Chronology/History and Website	Norma Jean Graves CPS/CAP
'500'	Phiandra Peck CAP	Nominations	Karen Blankenship
River Bend	Joyce McCoy	Student Chapter	Norma Jean Graves CPS/CAP
Maple	Denise Goveia	Website	Teresa Walters CAP



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The International office just released new material to assist chapters in presenting information on the Research & Education Foundation

This new initiative is borne from the R&E's new mission statement:

*The IAAP Research and Educational Foundation is committed to advancing the careers of administrative professionals through research, education and publication initiatives that enhance their professional development.*

This new powerpoint presentation, along with commitment forms can be found in the International documents library on our Web Community!





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### Members Celebrating October Anniversaries

Lucyanne Claflin, CPS	10/1/1969	MAL	Stacy L. Little	10/1/2007	Evansville
Patsy Storck, CPS	10/1/1970	Tawasi	Myra G. Christner	10/1/2007	Maple
Arline J. Bontrager, CPS	10/1/1977	MAL	Terri L. Lambert	10/1/2007	500'
Sandy Neidigh	10/1/1982	Athens	Kelley J. Drexler	10/1/2007	Indy Northside
Gloria L. Rohm	10/1/1982	River Bend	Laura J. McGlothlin	10/1/2007	Lafayette
Jenny M. Knoebel, CPS/CAP	10/1/1983	500'	Richard J. Fairbanks	10/1/2008	MAL
Shirley L Poag	10/1/1991	Evansville	June D. Williams	10/1/2008	MAL
Susan Vicary	10/1/1992	Maple	Rae Jean Alvarado	10/1/2008	MAL
Cindy Warren	10/1/1994	Evansville	Paula L. Enyeart	10/1/2008	MAL
Nadine I Boyd	10/1/1994	River Bend	Wonita C. Perry	10/1/2008	MAL
Donna A. Gunn, C PS/CAP	10/1/1997	500'	Pamela S. Sacco, CPS	10/1/2008	Lafayette
Cheryl G. Croghan	10/1/1999	500'	Rita J. Ripple	10/1/2009	MAL
Selena Arredondo, CPS/CAP	10/1/2000	Evansville	Debra K. Fischer	10/1/2009	MAL
Janet K. Myers	10/1/2000	Tawasi	Jane A. Tompkins	10/1/2009	Athens
Theresa A. Walsh	10/1/2000	500'	Mrs. Vicki L Clements	10/1/2009	Evansville
Elizabeth A. Bayley	10/1/2002	Lafayette	Tamara S. Oliver	10/1/2009	Evansville
Casindra N. Shoaf	10/1/2004	Tawasi	Roxanne M. Morris	10/1/2009	Indy Northside
Frances Ashby, CPS/CAP	10/1/2005	Evansville	Kirsty MacColl	10/1/2009	Lafayette
Phiandra M. Peck, CAP	10/1/2005	500'	Kellie A. Reece	10/1/2009	Lafayette
Brenda S. Simpson	10/1/2006	500'			



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### Members Celebrating November Anniversaries

Betty L Henderson, CPS	11/1/1970	Lafayette	Margaret A. Bernick, CPS	11/1/1999	Evansville
N. Jean Ferguson Bush, CPS	11/1/1980	500'	Teresa L. Moorman	11/1/1999	Evansville
Roxanna Lewallen	11/1/1982	Maple	Lisa M. Heuring, CPS/CAP	11/1/2000	Evansville
Mrs. Debbie McElheny	11/1/1988	Maple	Debra J. Riger, CPS	11/1/2001	Evansville
Janella M. Malicoat	11/1/1989	500'	Susan J. Buttrum, CPS/CAP	11/1/2002	Evansville
Valura A Truitt	11/1/1990	Athens	Susan A. Reichert Ryan	11/1/2003	Indy Northside
Rema J. Allen CPS	11/1/1995	Indy Northside	Diane M. Heavin	11/1/2004	500'
Virginia L. Wilson	11/1/1996	500'	Paula K. Hilken, CAP	11/1/2004	500'
Bobbie L Wilcoxon, CPS/CAP	11/1/1997	MAL	Patricia Wilson	11/1/2006	Athens
Catherine L. Housman	11/1/1999	Evansville	Patricia E. Shepherd	11/1/2006	Athens
			Karen L. Balbach	11/1/2007	Evansville
			Linda S Burkholder	11/1/2008	MAL
			Sharon D. Williams	11/1/2008	MAL
			Holly A. Havener, CPS	11/1/2008	500'



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## Members Celebrating December Anniversaries

Betty Jane Rothrock, CPS	12/1/1971	MAL
Phyllis Bostwick	12/1/1972	MAL
Jo Ann M. Hancock, CPS	12/1/1981	MAL
Shirley Largent	12/1/1981	Lafayette
Patricia M Shell, CPS	12/1/1982	500'
Jane M. Thompson, CPS	12/1/1986	MAL
Melinda Burton	12/1/1993	Athens
Julie A. Sinchak, CAP	12/1/2003	River Bend
Mary A. Smith	12/1/2004	500'
Michele A. Cripe	12/1/2005	Maple
Patricia A. Allen	12/1/2005	Indy Northside
Sharon E. Clark Leer	12/1/2007	Evansville
Kristin L. Lewis	12/1/2008	Evansville
Jane Ann Clark	12/1/2008	Tawasi
Misty Embry	12/1/2009	Evansville
Corrie K. Scott	12/1/2009	500'

## Chapter Anniversaries

Evansville Chapter	October 6, 1947
Tawasi Chapter	October 6, 1947



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**The Boucher  
Philosophy**  
"My goal is to  
contribute  
something that will  
be here long after  
I'm gone and to help  
develop every  
person's individual  
potential."



[www.janeboucher.org](http://www.janeboucher.org)

Give the Gift of Self-Esteem, by Jane Boucher

During this holiday season, I am always reminded of what we can do for others. As many of you know, I began my career working as a counselor in Florida at a school called New Directions. We were responsible for educating all of the kids in Florida who had been expelled from everywhere else. They were chemically-dependant, runaways and some had even been incarcerated. All of them had had bad experiences in traditional schools. New Directions was nicknamed the "Loser School" that took the "Loser kids." I hated that expression. The students came from all kinds of backgrounds but they had one thing in common. They all have crippling low self-esteem.

How does self-esteem begin? By the time a child is 3-5 years old, the child's self-esteem has begun to form. If a child is encouraged by a parent, grandparent or significant other, there is a good chance the encouragement will positively impact the self esteem of the child. If there is little or no encouragement and the child sees much negative interaction between the parents, there is a good chance the child's self-esteem will be damaged. Children need to know that they are "OK" and unconditionally accepted. This does not mean that there are no consequences for their behavior. In order for children to learn self-discipline, they must be lovingly disciplined. In other words, "You are still lovable even though you are imperfect." A child needs to learn that one does not have to earn ones worth. Self-esteem is not defined by wealth, education, professional titles, social class, etc. It is accepting who you are no matter what your circumstance. With the current economy and unemployment, many people have had an opportunity to learn this lesson. We have been forced to accept ourselves even if we are unemployed or underemployed, and even if we have faced bankruptcy or foreclosure. I have many friends throughout the world who have lost everything. In most cases, these friends have reframed their losses into an opportunity for growth and change.

As a parent, you can teach your children to have total self-acceptance and spare them from future pain. There are ten basic principles to follow to give the gift of self-esteem to your child (see Side Bar). Love abundantly, be constant, unconditional and separate the feelings for your child from his or her behavior. Judge the behavior, not the person. We all make mistakes, but we are not "a mistake!" So this year give the gift of self-esteem. It will be the best present you have ever given and received!