

FM BROADCASTER

November, 2010

A Message from our President . . .

Autumn is well underway, and even here in beautiful Florida we are noticing a subtle difference in our weather. It's a lovely metaphor for change. There is a quote I love by Giuseppe Tomasi di Lampedusa: *"If you want things to stay as they are, things will have to change."* I wanted to share with you a change on our chapter's Board. As you know, **Karen Royal**, CPS has relocated out of state and, therefore, resigned her position as Corresponding Secretary. We are sad to see Karen leave us but very excited for her and the new path she is on. The Board's recommendation for filling the vacant position was presented at our last chapter meeting. By unanimous vote, **Alejandra Paipilla**, CPS will hold the

position of Corresponding Secretary for the remainder of our chapter year. Alejandra is very excited about her new role, and the Board welcomed her warmly at our October 21 Board meeting. Congratulations, Alejandra!

Unbelievably, it is already that time of year when our thoughts are turning towards the holidays! (I suspect some of you probably have all of your holiday gifts purchased and wrapped!) Your chapter leaders are also thinking along those lines. Fresh off the heels of Halloween, we kicked things off with our Annual Fashion Show on Saturday, November 6, at the Hilton Garden Inn. Our fashion shows are always such fun, and this year was no exception! It is always wonderful to have an opportunity to mingle, laugh, and raise money for a great cause. Proceeds will go towards our annual scholarship awards.

In December we will have a special holiday celebration with the Cape Coral Chapter. This is a holiday tradition that began last year, and this year it is our turn to host the event.

Please make plans to attend on Thursday, December 2, 6 p.m., at the Regional Cancer Center. See page 3 for more details. Come and see your old friends - and make some new ones!

Also in December we will hold our Annual Holiday Auction at our December 14 chapter meeting. Start thinking now about what to bring for our auction. Are you crafty? Do you like to bake? Do you sew? Do you take amazing photographs? Do you grow stunning orchids? Or you can donate a newly purchased item. Remember, all the funds we raise go towards our annual scholarship awards! More details to come on this fun event.

My thanks to each of you for all you are doing for our chapter.

Ann



Ann Kirby, CPS/CAP
2010-2011 FM Chapter
President
W 239-489-9177
C 989-751-8889



Inside this issue:

<i>A Message from our President</i>	1
<i>Announcements</i>	2
<i>Certification Changes</i>	2
<i>Upcoming Events</i>	3
<i>2010 EOTY</i>	3
<i>Chapter Information</i>	4

Special points of interest:

- *Certification Changes*, page 2
- *2010 EOTY*, page 2



Happy Thanksgiving!

Announcements

Birthdays

Cindy McKay 5
Joellen Tarantino 14

Anniversaries

Nan Grover 21 years
Cindy McKay 10 years
Noemi Ruiz 9 years



Don't forget to sign up for E-Groups!

On the International website (www.iaap-hq.org), log in to the Members area, click on Network, and select Groups & Networks. Here you will see which E-groups you are currently registered for and can click on each group to access it. If you do not see "Fort Myers Chapter" and "Florida Division," you should then click on E-groups at the top menu bar and

(Continued on page 4)

UPCOMING CHANGES TO THE IAAP RECERTIFICATION PROGRAM

How will the recertification requirements change? Here is a list of the largest changes to IAAP's recertification program:

- 1 The **number of points required** for recertification will be **reduced** from **90 to 60**.
- 2 The **Experience** category will be renamed "**Other Certifications**." Five (5) points will be awarded for each certification, up to a maximum of 20 points.
- 3 The **Leadership** category will award points for officer or chair positions for committees active for at least 7 of the 12 months in the IAAP year. Five (5) points will be awarded for each position held, up to a maximum of 20 points.
- 4 The **Education** category will be renamed **Continuing Education** and will tightly follow the exam outline. Credit will only be given for education in these areas. Thirty (30) points will be a minimum requirement in this area.
- 5 The **Workplace Projects and Elective** categories will be eliminated.

When will these changes become effective?

These changes are effective immediately. However, the Certification Department will accept applications under either the new guidelines or the old guidelines until **April 1, 2011**.

What topics are covered in the exam outline?

While it's impossible to be exhaustive in a document such as this, the general categories are:

- 1 Computer hardware, systems & configuration
- 2 Document layout, design & reproduction
- 3 Software
- 4 Managing Physical Resources
- 5 Records Management
- 6 Communication
- 7 Human Resources
- 8 Accounting Procedures & Analysis
- 9 Time Management
- 10 Organizational Planning
- 11 Advanced Administration
- 12 Team Skills
- 13 Advanced Communication

How does this change affect programs that chapters and divisions submit for recertification credit?

With the elimination of the Elective category, chapters and divisions should adhere closely to the exam outline when submitting programs for recertification approval. Look for new application documents soon from the Certification Department. The Recertification Program Application, Directions and What Counts and What Doesn't Count, have all been revised and are available on the website and in the web community.

(Continued on page 4)

Upcoming Events

November 9	Fort Myers Chapter Meeting
November 13	FLAN—Sara Keys Chapter hosting
November 18	Fort Myers Board Meeting
November 22	Cape Coral Chapter Meeting (Peggy Poole , CPS, guest speaker)
December 2	Holiday Social with Cape Coral Chapter
December 14	Fort Myers Annual Auction



2010 Executive of the Year

At the October 12, 2010, chapter meeting, Mr. George Pittman was named the 2010 Fort Myers Chapter Executive of the Year (EOTY). Mr. Pittman was nominated by chapter member **Debbie Owen**, CPS who has worked with him for the past 3 1/2 years as his Landscape Operations Administrative Assistant. Congratulations, George and Debbie, for such a winning team!



Mr. George Pittman and Debbie Owen, CPS

Reserve your space at the Cape Coral chapter meeting on Monday, November 22, to listen to their guest speaker — our very own **Peggy Poole**, CPS!

RSVP to Carol Reilly at creilly@capecoral.net. The meetings are held at 6 p.m. in the lobby conference room of the Cape Coral Hospital.

Mark your Calendar for the Second Annual Holiday Social

Thursday, December 2, 2010
6 p.m. – 8 p.m.

The Regional Cancer Center
8931 Colonial Center Drive
Fort Myers

(located just off I-75 at Colonial Boulevard, behind Bob Evans)

We will be having a scavenger hunt. It is easy to enter the contest; just bring a non-perishable food item to be donated to the Harry Chapin Food Bank.

Prizes and surprises - you will not want to miss out!

RSVP to peggy@tincherconcrete.com or dianne@tincherconcrete.com.

Next issue:
December, 2010

Editors:

Julie Vaughn, CAP

Nan Grover

Babs Brown

Submit articles by the
20th of the month to:
christina.dorn@gmail.com

We're on the Web!

iaap-fortmyers.org

iaap-floridadivision.org

iaap-hq.org

CHAPTER INFORMATION

Fort Myers Chapter 2010-2011 Board Members

President

Ann Kirby, CPS/CAP
ann.kirby@hopehospice.org

President-Elect

Vickie Lane, CPS/CAP
vickie.lane@leememorial.org

Recording Secretary

Karen Distelrath, CPS/CAP
kdistelrath@phaengineers.com

Corresponding Secretary

Alejandra Paipilla, CPS
huchral@yahoo.com

Treasurer

Christina Dorn, CPS
christina.dorn@gmail.com

Director

Elsie Sambrato, CPS/CAP
elsie.sambrato@leememorial.org

Director

Dianne Reed, CPS
ddreed80@aol.com

(Continued from page 2)

then select My Subscriptions. This screen allows you to select all of the groups you would like to join, as well as choose whether you'd like to receive real-time copies of the messages exchanged in each group, a daily digest of the messages, or no messages. If you select no messages, it will be up to you to log in and check the E-groups you are interested in.

Chapter Meetings

2nd Tuesday of each month
Hilton Garden Inn
Corner College Parkway &
Summerlin Rd.

5:30 p.m. Networking

6:00 p.m. Dinner*

6:45 p.m. Meeting

*Optional (reservations required):
\$17 for hot meals, \$15 for salads

Board Meetings

3rd Thursday of each month. All members welcome.

5:30 p.m.

Pitman Hartenstein &
Associates, Inc.
12701 World Plaza Lane
Suite 80
Fort Myers, FL



(Continued from page 2)

What IAAP committees “count” in the Leadership category? With very few exceptions, the committees recognized and tracked by the Membership Department will count as fulfilling the requirement. Please consult the “Officers & Committee Chairmen” listing, Document #531 in the Web Community Resource Library, for a list. As a general rule, the committee must be a standing one (active for at least 7 of 12 months), and its work must be far-reaching, not limited to a singular, time-based project or event.

Why is IAAP changing the requirements for recertification? There are many reasons. These changes will bring our program more in line with generally accepted standards for recertification across the board, as most programs require 60 hours per recertification period. Over the years, we have also noticed the frustration applicants have had with the nebulous quality of some of our recertification categories. This change attempts to combine these two changes to make for a more tightly defined program that adheres more closely to accepted principles.