



FM Broadcaster

Notes from the President . . .

“Happy Labor Day!” What’s it all about? A last dip in the pool before the autumn chill? A final family BBQ as the kids go off to school? It came about in 1894 amidst tumultuous labor relations. President Grover Cleveland pushed legislation to enact Labor Day as a national holiday to exhibit to the public “the strength and esprit de corps of the trade and labor organizations.” I hope you all have a safe and enjoyable holiday weekend with family and friends.

This month, the Florida Division is holding their annual **Leadership and Education Conference (LEC)**, September 10–11, in Cocoa Beach. We have several members attending. This year, our Division Board has planned a “Back to Basics” theme, which covers a variety of topics that will help us strengthen our chapters. Stay tuned, a report on LEC will be in the next newsletter and will be given at our September 14 chapter meeting.

Have you thought about your chapter goals for the year? I invite you all to take a moment to review the **Member of Excellence** criteria for the 2010–2011 year. You may be surprised to see that you already are accomplishing several of the criteria this year. With just a bit of strategizing, you can qualify as a Member of Excellence! Of

course, I think of all of our members in this way, but wouldn’t it be nice to be officially recognized by International as part of their **Pathways to Excellence** program? Information is available on the headquarters website: www.iaap-hq.org. Go to the Members area, click on Member Resources, and then navigate to Pathways of Excellence, 2010–2011 Criteria. *Go for it!*

Speaking of going for it ... **do you have your CPS or CAP designation?** A review class is now forming through Lee County Business & Industry Services, to be led by our own **Joellen Tarantino**, CPS/CAP. The August class start date was moved to September 20, so you still have time to register! While participating in a review class is not required to sit for the exam, it can be quite helpful in keeping your study plan on track. Contact Joellen at (239) 574-0701. Don’t delay any longer... *now is the time!*

We honor our “bosses” at our October 12 chapter meeting. (Don’t forget, Boss’s Day is October 16!) As part of our celebration, we will host our annual

Executive of the Year event. **Alejandra Paipilla**, CPS, will send information soon about how to nominate your boss. Whether or not you plan to nominate your boss, please invite them to this event so they can see what our chapter is all about and get a better idea of your benefits as a member.

Mark your calendars for our **Annual Fashion Show** on Saturday, November 6, at the Hilton Garden Inn. **Alejandra Paipilla**, CPS, our Ways & Means chair, is making plans to make this a **fun**, as well as **fund**-raising, event for our scholarship awards. Bring your friends to share in the food, fun, friendship, and fashions! Also mark December 6 for our **Holiday Social with the Cape Coral Chapter**. More details forthcoming from **Peggy Poole**, CPS and **Dianne Reed**, CPS, who are co-chairing this event.



Ann Kirby,

CPS/CAP
2010–2011 FM Chapter
President
W 239-489-9177
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Special points of interest:

- *Fashion Show News* (pg. 3)
- *EOTY Nominations* (pg. 3)
- *Win a Doll House and Fight Breast Cancer* (pg. 4)
- *Civic Opportunities* (pg. 4)
- *Current Fundraiser* (pg. 5)

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Celebrations and Announcements . . .

Birthdays

Karen Notgarnie	September 4
Kathy Schuster	September 6
Carla Walsh, CPS/CAP	September 7
Dianne Reed, CPS	September 14
Julie Vaughn, CAP	September ___
E Mae Gemmill, CPS	September 22
Maria Cartegena	September 25

Anniversaries

Vickie Lane, CPS/CAP	7 years
Don Ann Eldridge, CPS	4 years
Christina Dorn, CPS	3 years
Kathy Schuster	3 years
Shannalee Small	3 years
Alejandra Paipilla, CPS	2 years
Nancy Finn, CPS	1 year

Next Meeting!

September 14, 2010

Speaker: Julie Vaughn, CAP

“Composing and Editing Written Correspondence”

Mentor Minute

By Peggy Poole, CPS

Have you ever wondered about the proper usage of our chapter roster information?

The Fort Myers Chapter Board of Directors adopted a policy several years ago that would protect the contact information of our members. Contact information is maintained by the Membership Committee and is distributed to our members for their use to conduct IAAP business and for networking.

A valuable portion of our IAAP membership is networking and this can prove to be an asset to

your employer. For example, a couple of years ago I found myself in a situation at work trying to deal with the red tape of a local government regarding a house one of our companies was building. Feeling totally frustrated, I thought about one of our members and her position with the local government. A quick phone call to her put me on the right track with the right information and the right contact. Needless to say, when my employer was so pleased with the outcome, I made sure to mention to him that it was through IAAP!

The information on our roster is not to be used for personal use and is never to be distributed to other persons without the permission of the Chapter Board of Directors. All such requests should be made to the Chapter President or the Chapter Corresponding Secretary.

So rest a little easier knowing your information is secured by a strict policy!

See you next month.



Upcoming Events

- September 10-11 Leadership and Education Conference (LEC), Cocoa Beach, FL
- September 14 Fort Myers Chapter Meeting (Presenter: **Julie Vaughn, CAP**, “Composing and Editing Written Correspondence”)
- September 18 Coastal Cleanup (contact **Stacy Schmitt**, stacy.schmitt@aecom.com, for information)
- September 23 Fort Myers Chapter Board Meeting (all members welcome)
- October 14 Fort Myers Chapter Monthly Meeting (Executive of the Year meeting)



Save the date for the following:

- November 6 Fashion Show
- December 2 Holiday Social for Fort Myers and Cape Coral Chapters (details coming soon!)

Fashion Show News

By Alejandra Paipilla, CPS

The Fashion Show will be held at the Hilton Garden Inn on Saturday, November 6, and tickets will be \$20.00 per person. This is always a fun event and we encourage you to get your tickets early as space is limited. Invite your friends!

Tickets will go on sale at the September chapter meeting and can be purchased from any member of the Ways & Means Committee (**Alejandra Paipilla, CPS, Nan Finn, CPS, Vickie Lane, CPS/CAP, and Elsie Sambrato, CPS/CAP**). If you



cannot make it to a meeting and want to attend, please contact me via email or phone (huchral@yahoo.com or 239-935-9881).

Back by popular demand is the basket raffle. Create a themed basket to be raffled off. This usually creates some stimulating competition! Please let me know if you will be bringing a basket.

Models needed! Ever wanted to walk the runway? Fashions for this year’s fashion show will again be provided by Belk’s department store. We are in need of 8 to 10

models (men and women). Let me know if you’re interested.

Show off your wares! Tables and advertising rates are as follows: \$10.00 per table and \$5.00 per business card in the program flyer.

For more information or to register a table, please contact me at huchral@yahoo.com or cell number 239-935-9881.

See you there!



★ EOTY Nominations Open! ★

★ By Alejandra Paipilla, CPS ★

★ Our October meeting traditionally has been all about ‘The Boss.’ This year is no exception. Please invite your boss(es) to join us on October 12. They will see firsthand what we’re about and how you benefit by being a member of IAAP. ★

★ Want to show your boss how much you appreciate them? Nominate them for the Executive of the Year (EOTY)! Forms will be available at the September meeting and on our website (www.iaap.fortmyers.org). Please keep in mind that if you nominate your boss(es) they must be present to win! Deadline for applications is October 4. If you have any questions, please contact me at huchral@yahoo.com or cell number 239-935-9881. ★



Announcing . . .

A DOLLHOUSE RAFFLE to help fight breast cancer!

Tickets to win a stunning, handmade dollhouse will be sold at our September and October monthly meetings. All proceeds will be used to help provide mammograms for indigent persons.

Bring some extra dollars to these meetings and win this dollhouse for your daughter, granddaughter — or yourself!

Please contact **Elsie Sambrato**, CPS/CAP for more information.



Note: Not an actual depiction

REMINDER!

As mentioned by President **Ann Kirby**, CPS/CAP at the August meeting, the Florida Division needs you! The Speaker's Bureau for the Division is being formed for this year. If you are interested in honing your skills in public speaking and creative writing, you may want to consider participating. Please contact **Helen Adams**, CAP for more information at (407) 825-2108.



Parliamentary Procedures Explained

On November 22, our chapter mentor, **Peggy Poole**, CPS will give a rousing presentation to the Cape Coral Chapter on "Who Is This 'Robert' Guy and Why Do I Need His Rules?"

The Cape Coral chapter meeting begins at 6 pm (networking at 5:30 pm) on the main floor of Cape Coral Hospital. While no dinner is served at the meetings, if you want/need to grab a bite to eat, the hospital cafeteria is right next door to the meeting room.

Civic Opportunities

Submitted by **Stacy Schmitt**

Coastal Cleanup Day
25th Anniversary!
September 18, 2010

Last year, volunteers picked up 1.1 million plastic bags and enough cups, plates, knives, forks, and spoons for a picnic for 100,000 people.

This local event is done in conjunction with the Ocean Conservancy's annual coastal cleanup. Information collected locally will be sent to the Conservancy for measurement. Location to be



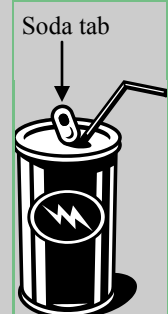
announced at the September meeting. If you are unable to attend the meeting, but would like to participate, please contact **Stacy Schmitt** (stacy.schmitt@aecom.com).

This is a great event to enjoy with your children and/or grandchildren!

Also that weekend is the *World Peace Day Event* (September 19). Contact **Nan Grover** (nan.grover@chicos.com) for more details.

Keep The Soda Tabs Coming!

Collect your soda tabs, bring them to the monthly meetings, and give them to **Stacy Schmitt**. A prize will be awarded at the May chapter meeting to the member submitting the most soda tabs.



Are You Ducking a Conversation You KNOW You Need to Have?

Submitted by Karen Distelrath, CPS/CAP

From the National Businesswomen's Leadership Association

We've all been there: there's a problem with someone and you don't know how to tell him or her about it. You don't want to offend the person, or worse, make an enemy! So you spend your time stressing out, just hoping the problem will magically disappear. And you've been doing that for days ... weeks ... oh my gosh, has it been months now?

It's time to face facts: the problem is not going to just go away, and there simply aren't enough pints of Ben and Jerry's to alleviate the stress you're feeling.

If someone does you a favor, they're actually more likely to see you in a positive light.

Time to "woman up," as they say, and face the dreaded conversation head-on.

But, before you do, here are some great tips that'll help get you through your difficult chat in a way that conveys your thoughts and feelings tactfully, while helping you strengthen your relationship as well.

Review Your Concerns

When you think about providing constructive feedback, really think about the individual situation.

Is what they're doing wrong, or just wrong for you?

Do you have specifics on what you would prefer done instead, or are you 'just not happy'?

How often does the problem occur, and how much effort will it take on their part to change?

Answering these questions will put you in the right frame of mind to have a more productive conversation than "Stop doing that!" And, frankly, you might find that the irritation really is your problem, not theirs.

Staying Calm and Positive — Your Body Language Is Showing!

Ok, you've decided it's time to put the issue on the table. When you begin your conversation, it's crucial that you don't come across as upset or angry, even if you are.

Yes, it's annoying if somebody is constantly talking over you in meetings, messing up data, or late for appointments with you. There is no

doubt about it — they are wrong, wrong, wrong! But if you want to stay in control of the conversation and be listened to in a way that gets results, you'll want to make sure that you put your frustration aside when you bring up the subject.



So take a few deep breaths and think a few pleasant thoughts (don't laugh, it works!). Be sure you're in a positive

mood, because no matter how perfect your words, your body language and tone are going to come through.

Conquer With Kindness

Did you know that if someone does you a favor, they're actually more likely to see you in a positive light than if you do them a favor? It may seem weird, but it's true.

You can use that to your advantage when you're giving constructive feedback. It's not hard to spin it in a way that you're asking them to do something as a favor to you. Throwing in a sincere compliment doesn't hurt, either. The request can go something like this: "I just want to thank you so much for all your hard work on the

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'Current' Fundraiser

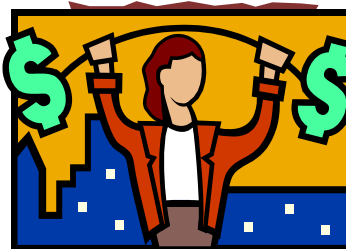
By Alejandra Paipilla, CPS

This year, we will again join with the Current gift catalog distributors for a fundraising event for our chapter—and to give our members an opportunity to get a jump start on holiday purchases.

Catalogs and order forms will be given to members at the

September meeting.

We hope you will distribute these catalogs amongst your friends and family members. All monies will be collected at the October chapter meeting.



Items will be delivered to you at the November chapter meeting. By sticking to this schedule, we can be assured that everyone will receive their items in time for holiday shipping and travel.

Next issue: October, 2010

Submit articles to Christina.dorn@gmail.com
Deadline: September 20, 2010

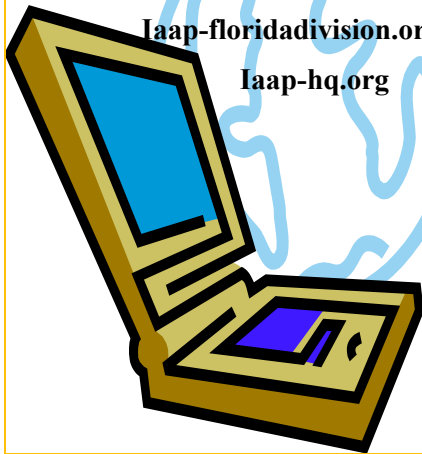
Newsletter Editors: Babs Brown
Nan Grover
Julie Vaughn, CAP

Look for us on the web!

laap-fortmyers.org

laap-floridadivision.org

laap-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@jeememorial.org

Recording Secretary

Karen Distelrath, CPS/CAP
kdistelrath@phaengineers.com

Corresponding Secretary

Karen Royal, CPS
kroyal@fgcu.edu

Treasurer
Christina Dorn, CPS
christina.dorn@gmail.com

Director

Dianne Reed, CPS
ddreed80@aol.com

Director

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

Chapter Meetings

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

5:30 pm Networking
6:00 pm Dinner*
6:45 pm Meeting

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

Board Meetings

3rd Thursday of each month, all
members welcome.

5:30 pm

Pitman Hartenstein &
Associates, Inc.
12701 World Plaza Lane
Suite 80
Fort Myers, FL 33907

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synergy report. I want to know if you can do me a huge favor? I'd like to try something different next time and it'd be really helpful if you (state your request)..."

Or "I really admire your creativity. I know that music helps you get in a creative mood. It's just that we work in a close space here and I need quiet when I'm programming. So could you do me a favor and listen to your music with your headphones on? It'd really help me out a lot."

A Few More Easy Dos and Don't(s) to Remember

Every situation is different and every person is different, but there are a few rules that are worth keeping in mind when you're about to enter any difficult conversation:

Don't attack. More often than not, people who are attacked, attack back.

Build bridges - don't blow them up.

If you're going to be working with this person in the future, it's best to make sure you're approaching the conversation with the intention of building a bridge, not destroying one.

Listen. Listen.

Listen. Don't assume people think like you. Make sure you give the other person time to share his or her views on the matter.

Consider the size of the problem.

It's just like your momma said, "Honey, don't make a mountain out

of a molehill!"

Remember, there's a human being standing in front of you who has wants and needs just like you. In every person is the need to be liked and respected. Even if the behavior or issue you're dealing with seems outrageous, that's probably not the person's intention. Give him or her the benefit of the doubt that he or she wants to do the right thing for everyone.

So, take a deep breath. Smile. And go have that difficult conversation, knowing that it's probably not going to be nearly as difficult and impossible as you thought it was going to be!

