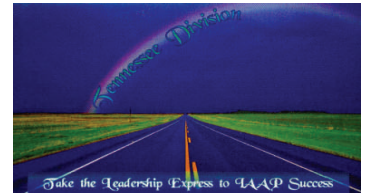


Jackson Action



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PRESIDENT'S MESSAGE

July '08 to July'09... the Transition



Here today, gone tomorrow – but not gone far – just making the transition from President to Advisor and seeing the IAAP Year 2008-2009 as a part of our history. And what a great history we made! We achieved our goal as a Chapter of Excellence, and I was honored to accept the President's Award and the Newsletter Award from our Division President at the Annual Meeting a few weeks ago. Thank you so much for making 2008-2009 a great year for

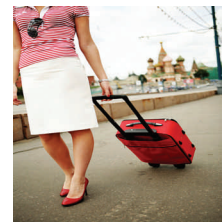
the Jackson Chapter.

This week I'll pack my luggage for the Education Forum and Annual Meeting in Minneapolis, and this year I'll get to sit in the general audience again (with my travel buddy, Martha Haley CPS) while our new President Tami Henry CPS and Vice President Glory Griffin CPS sit in the delegate and alternate seats and cast our Chapter's vote for the proposed amendments. Please keep these ladies in your thoughts as they take part in molding the future of our organization. Remember that changes are always ongoing and that's what makes us

stronger. Embrace the changes, support the decisions, and make 2009-2010 sparkle not like just any diamond, but like the HOPE diamond itself!

Thanks for the memories of 2008-2009.

Jo Ellis CPS/CAAP, President





Shirley Jones, is our Spotlight Member for this month's issue of Jackson Action. Shirley has been a member of the Jackson Chapter IAAP for 32 years, she joined the organization when she was 24 years old. She has spent more than half her life as a member. Shirley have held several Chapter Board positions such as Chapter President twice, President-elect, Recording Secretary twice, Corresponding Secretary, Advisor twice, and Director several times. Shirley

have also held several Division Board positions such as President, President-elect, Vice President, Secretary, Treasurer, and Advisor. She is proud to be one of the few people who have held every single office on the Division Board. She served on the International Bylaws & Standing Rules Committee for several years.

Shirley work at the Jackson Area Chamber of Commerce, as an Vice President of Public Affairs, she have been employed by the Chamber for 15 years. Prior to that, she was a Chamber volunteer. She worked herself into a job! Shirley holds a Certification from the US Chamber of Commerce Institute for Organization Management (IOM). The program is a 4 year program, and she graduated and received my certification in 2003.

Except for 2 years when her husband David was transferred to Memphis for a project with his company, they have lived in Jackson every since they got married in 1975. Shirley is originally

from Memphis, but Jackson became home, and she truly loves living here. They live in the Timbers subdivision, and have lived in their current house for 18 years.

Shirley said, she have the world's best husband, David. They have no pets, but they have two children – son Cameron, who is 31, and daughter Darcy, who is 26. Cameron lives in Franklin and Darcy lives in Jackson. On September 12 of this year, I will have a new daughter-in-law when Cameron marries Rachel, who is 25.

Shirley's main hobby is reading. She loves to read! She is also involved in the Rotary Club and serve as an Assistant Governor, District Scholarship Chairman and Annual Conference Chairman for District 6760, which is where she spends all of her spare time.

When asked, "What do you most enjoy about being an IAAP member?" Shirley stated, "What I get out of IAAP has changed over the years as my work responsibilities and life have changed. What keeps me in IAAP is first of all a sense of responsibility, because I credit IAAP for helping me get where I am today, career-wise. The other thing that I love about IAAP are the friendships. Most of my best friends are the ones I have made across all levels of IAAP.

Shirley future goals consist of, retirement in 10 years and her grandchildren.

Shirley stated, "IAAP is like any other organization – you get out of it what you put into it. Get involved and it can change your life!"

JACKSON CHAPTER SNAPSHOTS



TN Div. - top left Brenda, Shirley, Jo & Tami



TN Div. Board Reception - left to right Shirley, Tami, Jo & Brenda



TN Div. Open House - Div. Board in Beauty Revue



TN Div. Banquet - left to right Ruth Ann Kersey & Jo



TN Div. Board 2009-2010

JACKSON CHAPTER



2009-10 Board Installation

TIDBITS & ANNOUNCEMENTS



Shirley Jones was chosen Rotarian of the Year for the Jackson Old Hickory Rotary Club for the 2008-2009 year. It is the highest honor a Rotary Club can bestow on a member. Shirley received the award on Monday, June 29, at our last meeting of the fiscal year. In addition to that, for the 2009-2010 year, Shirley is serving as an Assistant Governor for Rotary District 6760, she is chair on the District Will R. Manier, Jr. Scholarship Committee, and is chairman of the 2010 District Conference, which will be held in Jackson in April, 2010.



JUNE BIRTHDAYS



Veronica Broadnax

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JUNE IAAP ANNIVERSARIES

Shirley Jones

Jo Ellis CPS/CAP

Vicky Montoya

Kimberly Kee CPS/CAP

Martha Haley CPS

Frances Anthony

IN OUR PRAYERS



Please keep all IAAP families in your prayers.

IMPROVE YOUR ABILITY TO CONCENTRATE

Source: *The Office Professional*



PHONES RINGING. NEW e-mail arriving every five minutes. Co-workers stopping by to chat. The interruptions that conspire to keep you from your work seem endless. Despite these challenges, there are times when a project or task requires single-minded, uninterrupted concentration. Try these tips to improve your ability to concentrate in a busy workplace:

* **Plane ahead.** If you come to work each day simply hoping to find a block of time to concentrate, it's unlikely to happen. Look at the week ahead and block out several 60 to 90 minute periods when it seems feasible to concentrate on a single task or project. Ensure that you schedule these intervals

during your "prime time" periods when you feel relatively rested and able to focus, whether that is first thing in the morning or during a quiet period when your manager is away from the office.

* **Set the stage.** Ideally, find a quiet room away from your desk where you can work uninterrupted. Let others know that you will be unavailable for the period you have designated and, if necessary, negotiate with someone to cover your phone calls or visitors. If you must stay at your desk, turn off your phone and other signals that may distract you such as the chime on your computer that announces new e-mail. Ensure that you have all the equipment

and information you need before beginning. Clear all documents from your desk other than those you need so you will have fewer visual distractions as you work.

* **Designate a goal and a reward.** Decide what you can realistically achieve in the time you have available. Promise yourself a reward for achieving this goal. Choose something that will be sufficiently motivating so that the thought of this reward will entice you to work a little longer.

2009 SCHEDULE

July 26-29	International Convention & Education Forum Minneapolis Convention Center, Minneapolis, Minn.
15-Aug	Application Deadline for November CPS/CAP Exam
October 18-21	Certification Conference, Marriott Waterfront, Portland, Ore.
November 6 & 7	CPS/CAP exam

Health

FUN WAYS TO BURN CALORIES OUTDOORS

Source: *Quality Health* By: *Laurie Saloman*

While it's fine to relax in the open air after a busy day at work, don't forget that the outdoors can provide you with plenty of opportunities to stay fit and healthy. Take advantage of the beautiful weather, and enjoy the following good-for-you activities:

- **Biking.** How long has it been since you've been in the saddle? If the last bike ride you took was on a little purple number with a basket, bell and banana seat, it's time to hop on again. Head to your local bike shop and ask for an inexpensive road or hybrid bike. Or comb newspaper and Internet ads for good used merchandise. Make sure to enjoy the scenery and look for roads you're not familiar with-it's a great way to become a tourist in your own town.
- **Gardening.** People often refer to "puttering" in their garden, but done correctly, gardening and lawn maintenance can be a workout. There's a lot of bending and lifting involved, and raking, mowing, and hoeing can burn serious calories. Protect your back while planting by squatting with one knee on the ground instead of bending at the waist, and switch knees frequently. Just as with any other activity, it's best to warm up before gardening by marching in place for a few minutes, and stretch out when you're done, especially the muscles in your back, legs, and shoulders.

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Jackson Action

We would like to hear from you! Please submit any newsworthy topics or photos you would like to see in future issues to me at the address below.

July deadline: July 27th

Articles: Word, PDF, Plain text

Pictures: JPG or TIF

Contact: Veronica Broadnax CAP at

vallen145@bellsouth.net

We're on the Web!

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