



International Association of
Administrative Professionals®
Johnson County Chapter

Johnson County Chapter IAAP








August 2, 2011

PASSION &
PURPOSE
JOHNSON COUNTY CHAPTER

Sam Glenn Artist at Work

 Inspiring Art in Action by Sam Glenn

Agenda

-  5:30 – 6:10 pm Networking/Meal
-  6:10 – 6:15 pm Break
-  6:15 – 6:20 pm Call to Order & Introductions
-  6:20 – 6:40 pm Act 1 – Who Killed the Chapter
-  6:40 – 7:30 pm Business Session
-  7:30 – 7:50 pm Act 2 – Who Saved the Chapter
-  7:50 – 8:00 pm Closing

Business Session

- **Officer Reports**

- Vice President Report – Kathy Schmalz
- Secretary Report – July Minutes – Kimberly Rudolph, CPS
- Treasurer’s Report – Katy McCourt CPS/CAP

Checking Beginning Balance	\$1,804.91
Income	\$ 420.00
Expense	\$ 395.65
Ending Balance	\$1,829.26
Savings Beginning Balance	\$3,269.43
Income	\$.28
Ending Balance	\$ 3,269.71

Who Killed the Chapter?



Act 1

- **Committee Reports**

- ***Charitable Opportunities*** –

- Maat Manyatta, CPS Avery/Campbell Box Tops for Education
 - Monica Lemmons – Support our Soliders/Children’s Mercy Valentines

- ***Executive Night*** – Carol Zamaitis, CPS

- ***Ways and Means*** –

- Fall and Winter - Julie Lawrence, CPS
 - Spring – STILL OPEN

- **New Business**

- 2011-2012 Budget – Katy McCourt CPS/CAP



- Education Forum and Annual Meeting Report – Ceci Cook
Saturday – TRIPS & TOURS- Johnson County Chapter



Sunday DELEGATE TRAINING

Parliamentarian
Jeff Neurauter



Opening Business Session



Sunday Opening Business Session - Parade of Nations



Opening Business Session - Presentation of Colors



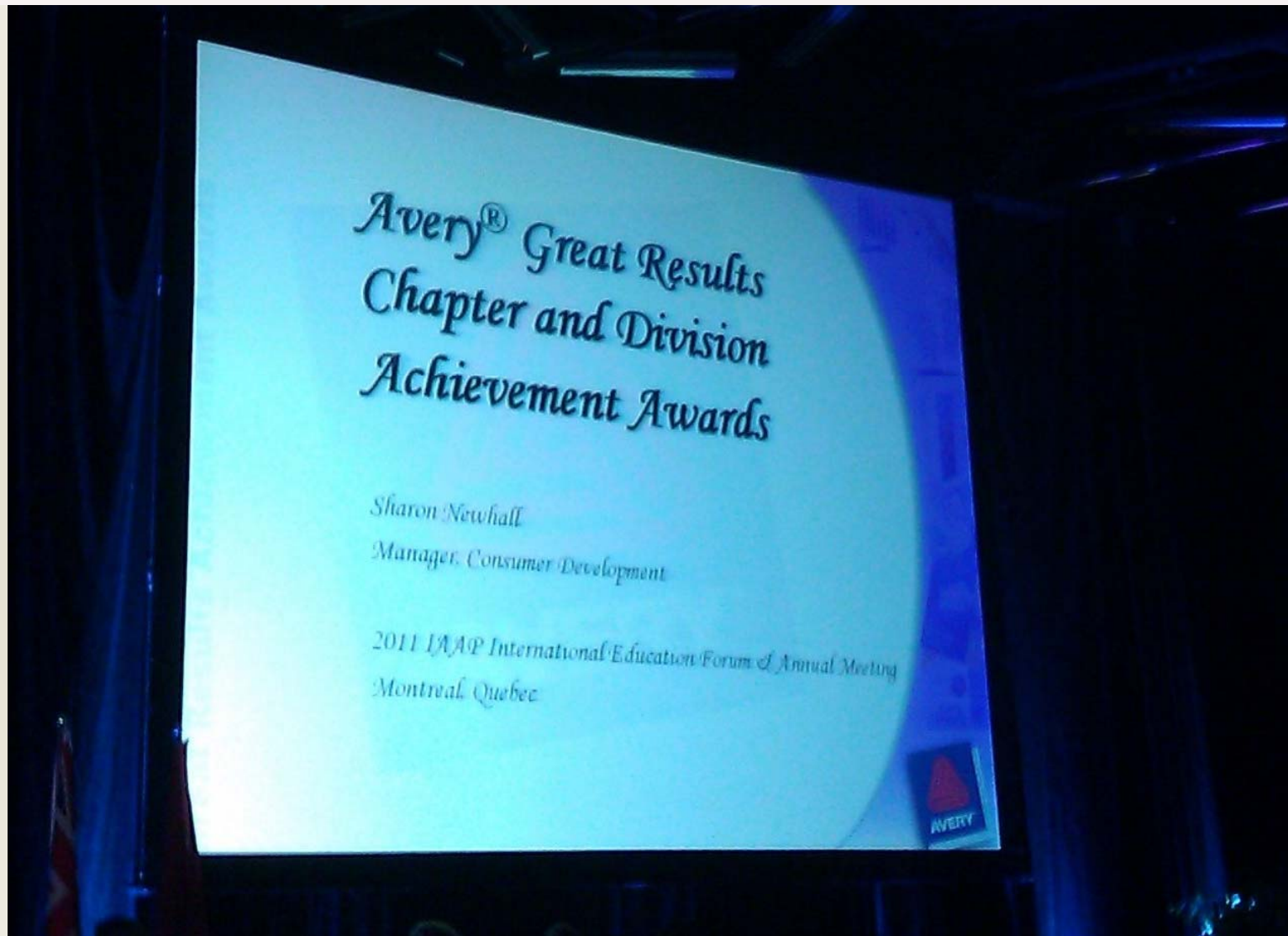
Opening Business Session



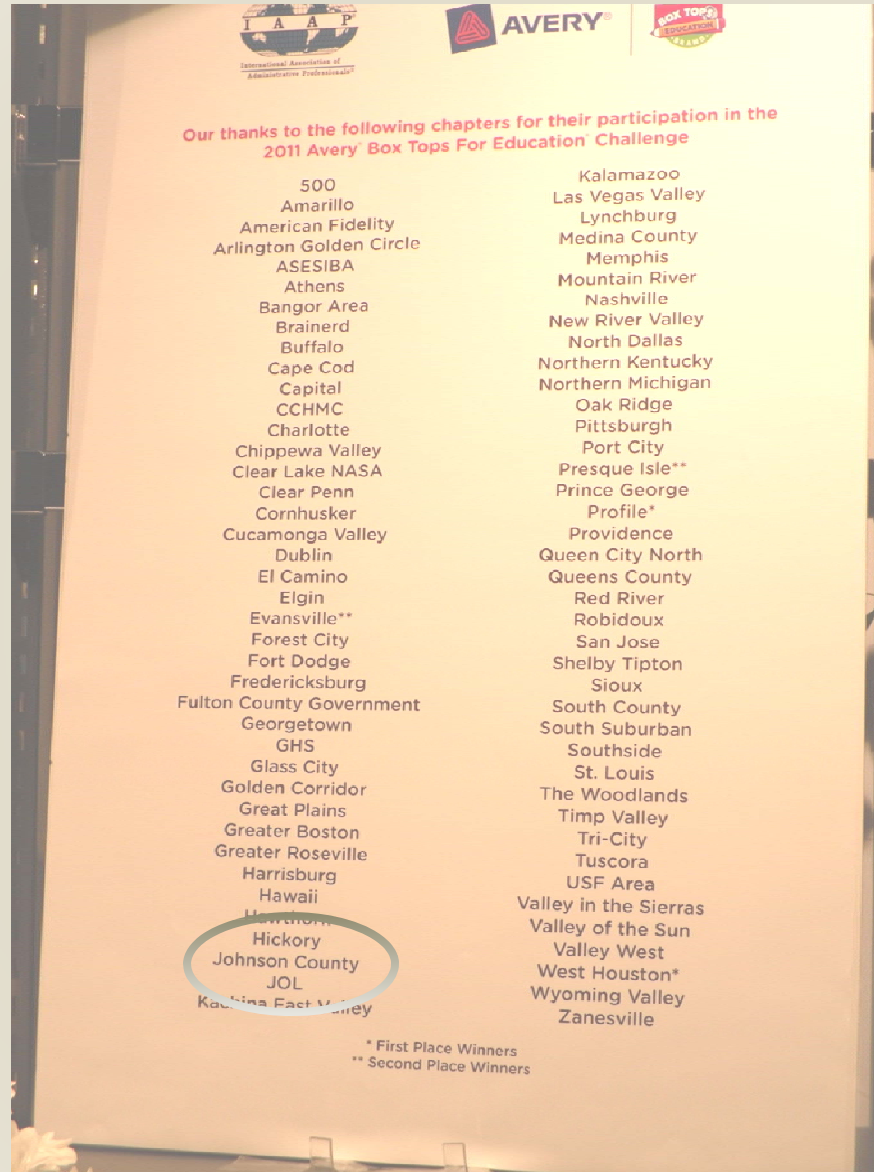
Opening Business Session



Opening Business Session – Avery Great Results Chapter and Division Achievement Awards



Opening Business Session – Avery Box Tops for Education



Opening Business Session – District Caucuses



Sharon receiving award for
Kansas Division obtaining
Division of Excellence

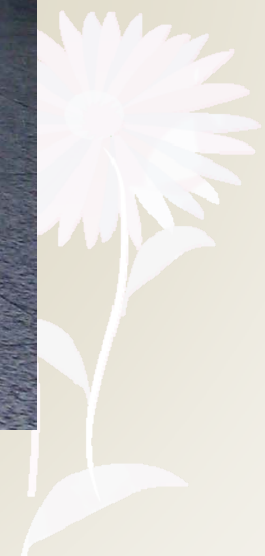


Opening Business Session – District Caucuses



Kansas Division Chapters of Excellence Winners

OPENING NIGHT EVENT – Evening of Welcome



Arrival of Officers



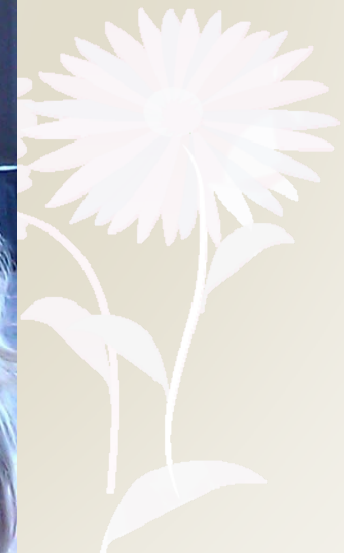
MONDAY – Office Expo

Ceci, Patty and Mary



Lead, Follow or Get Out of the Canoe
Key Note Speaker – Bob Abrames

**Sponsored
by Avery
Dennison**



Business Session – Continues

- ☀ Credentials Committee Report
 - ☀ 12 – International Officers
 - ☀ 33 – Division Delegates
 - ☀ 268 – Chapter Delegates
 - ☀ 1 – Chapter at Large Delegate
 - ☀ 1 – Member at Large Delegate
 - ☀ 200 – Authorized Proxies
 - ☀ 515 – Total number of International Officers, Delegates and Authorized Proxies
 - ☀ 133 – Total number of Registered Alternates
- ☀ Adoption of Credentials Committee Report - adopted

Business Session – Continues

☀ Tellers Committee Report

☀ President Elect - Karlana Rannals, CPS/ CAP

☀ 504 Votes Cast / 253 Necessary for Election

☀ Vice President – Judith A. Yannarelli, CPS/CAP

☀ 488 Votes Cast / 245 Necessary for Election

☀ Secretary – Antoinette Smith, CPS/CAP

☀ 351 Votes Cast / 256 Necessary for Election

☀ Treasurer – Wendy Melby, CPS/CAP

☀ 504 Votes Cast / 253 Necessary for Election

☀ Trustee, Retirement Trust Fund - Jean Bohinski, CAP

☀ 530 Votes Cast / Majority of Votes Necessary for Election

☀ Candidate for Affiliate Representative - Leanne M. Fisher, Grand Cert Bus, JP

☀ 2 Votes Cast / 2 Necessary for Election

☀ Adoption of Credentials Committee Report - adopted

**TUES - Making A Great First Impression –
Clinton Kelly Key Note Speaker**



Sponsored by Hammermill

A Kick in the Attitude: Recharge your Work and Life

Sam Glenn Key Note Speaker



Sponsored by OfficeTeam

A Kick in the Attitude: Recharge your Work and Life

Sam Glenn Key Note Speaker



WEDNESDAY – Final Night Banquet



- **Old Business**

- ***Committee Chair Openings***

- Education Seminar
- Ways and Means - Spring
- KS Div Spring Workshop
- Charitable Opportunities

- ***Committee Member Opening***

- Someone to assist Erin with Analecta by preparing the layout

- ***President Awards – Ceci Cook***

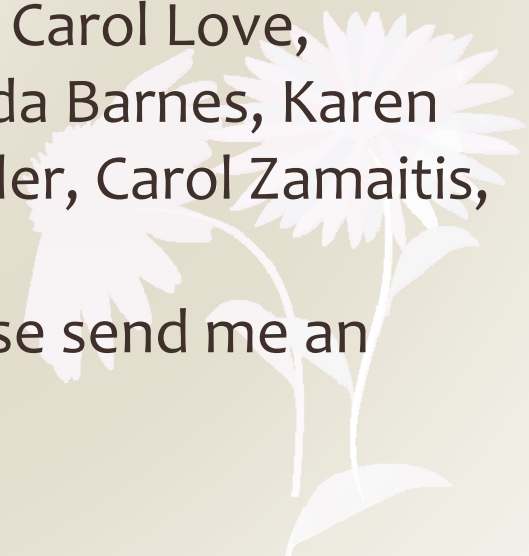
- Erin Bolton, CAP



- **Upcoming Events** continued

- **August 13, 2011 – Kansas Division Leadership Workshop**

- The Developing “Remarkable” Leadership Skills Workshop will be held on Saturday, August 13, at the Flint Hills Technical College in Emporia. There will be a Friday evening dinner for those wishing to attend. Registration forms have been sent out please return yours to Ruth Smith, KS Division Treasurer, by August 1st
- Members attending are: Ceci Cook, Michele Bohnen, Donna DeGarmo, Cindy DuMortier, Carol Love, Sharon Taylor, Maat Manyatta, Linda Barnes, Karen Herrington, Debbie Nash, Mary Miller, Carol Zamaitis, Erin Bolton and Katy McCourt.
- If I have not listed your name please send me an email and let me know.



Who Saved the Chapter?



Act 2

 Birthdays / Anniversaries

Birthdays			Anniversaries		
Karen	Herrington, CAP	08-01	Julie	Lawrence, CPS/CAP	08-97
Celeste	Kvenetsky, CPS	08-03	Carol	Zamaitis, CPS	08-01
Terry	Torello, CPS	08-17	Maat	Manyatta, CPS	08-08
Deb	Waring, CPS	08-19	Mary	Oxley, CPS	08-09
Michele	Bohnen, CPS/CAP	08-22			

 Good of the Order

 Adjournment