



## DELEGATE / ALTERNATE REPORT INTERNATIONAL CONVENTION AND EDUCATION FORUM RENO, NEVADA — AUGUST 7–10, 2006

Carol Ziegler CPS/CAP attending as Delegate and Sandy Dredge CPS attending as Alternate arrived at the Grand Sierra Resort (Reno Hilton) very late Sunday evening, August 6, 2006. With rescheduling the convention from New Orleans, LA to Reno, NV there were no pre-convention seminars offered, but it was still packed with great educational and networking opportunities. We will try to “paint you a picture” of the exciting news and information presented to us. Complete reports from 2005–2006 International President, Kay E. Enlow CPS/CAP; Executive Director, Don Bretthauer, CAE; and 2006–2007 International President, Sandra P. Chandler CPS are available in Members’ Place on the website at [www.iaap-hq.org](http://www.iaap-hq.org). You might also want to review IAAP’s 2006–2010 Strategic Plan and the *Convention Connections* daily news.

### **Monday, August 7, 2006**

We woke up bright and early for registration at 7:00 a.m. and breakfast prior to the Parliamentarian Meeting with Jeff Neurauter. Carol sat in reserved seating for Delegates # 305 and Sandy had reserved seating (Row 2 center stage) as a member of the International Bylaws and Standing Rules (ISBR) Committee. At 10:00 a.m. the Business Session began with opening ceremonies, the parade of nations, an inspirational message and humor from cowboy John Tyson, and the presentation of colors by the Girl Scouts of Sierra, Nevada was, as always, very impressive. The total number of registered attendees was 1396.

The Nominations Committee Report was made and Candidates for Office totaling 32 were introduced. Each candidate was given 2-minutes to present their platform for the voting delegates’ consideration. Following the candidates remarks, Executive Director, Don Bretthauer CAE reported to the assembly focusing his remarks on the headquarters operation and providing an update on a few initiatives and some technological improvements being made at headquarters. IAAP broke even on our financials this year, with a slight loss when the Research and Educational Foundation is combined with the primary IAAP financials. The year-end financial situation improved by more than \$45,000 as compared to last fiscal year. However we need to increase our 25 percent of one year’s annual operating budget in financial reserves to the recommended 50 percent. The Internet is constantly evolving and has moved into a new phase recently called Web 2.0, which is also known as the social web. The basic premise of Web 2.0, is that users participate and every individual has the opportunity to add content and value rather than just reading and downloading information.

2005–2006 International President Kay E. Enlow CPS/CAP presented her theme “Creating Excellence” in a different way — using an art form in the world of painting called pointillism, where the artist uses small dabs of colors, strategically placed side by side so that the brain blends them together to create the image. The total number of members in IAAP on June 30, 2006 was 27,911, which is the highest it has been since 15 years ago (1990–91 fiscal year) when membership stood at 29,039. Thirty of our 36 divisions finished with a net gain in membership and 12 divisions finished with a net gain in new chapter development and 24 new Student Chapters were chartered. This was a record breaking year for the number of Distinguished Division Presidents, with a total of 15, representing EVERY District in our association. Kay is confident that New Orleans will be ready for us in 2008. Take NOTE that the Annual Briefing for Administrative Professionals Satellite and Webcast will be held on TUESDAY, April 24, 2007

during Administrative Professionals Week (APW). Watch for more information about the 2007 annual conference on the website beginning fall 2006. We hope you "got the point" from Kay and enjoyed her artistic approach to our success...We've experienced a powerful blend of pointillism this year, utilizing Kay's color palette of Canada's maple leaf RED...the vivid BLUE of the Great Lakes...the incredible forest GREEN of the Northeast...and the majestic PURPLE of the Northwest! We've been warmed by the YELLOW sunshine of the Southeast and the bright ORANGE of the great Southwest...and oh, how we've seen the impact of our Affiliates' shades of NAVY! Please take the time to read the complete report by "Special K" on the website.

The Retirement Trust Foundation Report was given by Myrna Jessell CAP followed by the Presentation of Watches to Distinguished Chapter Presidents. The 2005-2006 IAAP fiscal year ended with a net gain of 480 members, a record number of 15 Distinguished Division Presidents, and 110 Distinguished Chapter Presidents. The list of all Recognition Program Awards winners are printed in the Tuesday Edition, August 8, 2006 Convention Connections available in Members' Place on the headquarters website. The Business Session recessed at 1:20 p.m.

After a quick bite to eat for lunch, we explored the Office Expo and then off to the District Caucuses at 3:30 p.m. where everyone in the Northeast District was given green ribbons stating "We're Number 1 Membership 2005-2006" to attach to our name badges. Carol and Sandy then had a nice dinner prior to the Evening of Welcome. We were very tired from our late travel and long first day of convention activities and retired to our room by 9:30 p.m. where we were asleep before our heads hit the pillow.

### **Tuesday, August 8, 2006**

Starting with the Delegates Briefing at 7:45 a.m. the Business Session reconvened. The keynote address was presented by Erik Wahl, who wowed the crowd with an uplifting message on "The Art of Vision." His artistic talents were also prominently displayed, as he created original artworks onstage. His painting of the Statue of Liberty was raffled off to a lucky winner (Bonnie Jefferson CPS/CAP from Horseshoe Falls Chapter, Niagara Falls, Ontario) and the proceeds of \$5,540 were sent to the Habitat for Humanity in New Orleans. Bonnie also donated the painting to IAAP headquarters to benefit all members. The Registration/Credentials Committee report was given and adopted with 1,799 total number of registered attendees.

Proposed Bylaw Amendment 1 (regarding international dues increase) passed with the results as follows:

Professional Member	\$58	Increase of \$5
Professional-Merited Member	\$26	Increase of \$2
Student Member	\$24	Increase of \$2
Associate Member	\$155	Increase of \$15

Proposed Bylaw Amendment 2 (regarding correlation change for minimum requirements for chapters-at-large) passed. Proposed Bylaw Amendment 3 (submitted from the floor, regarding expanding qualifications for Professional-Merited eligibility) failed. Proposed Bylaw Amendment 4 (submitted from the floor, regarding prior notice requirements for nominations from the floor for international office and trustee positions) passed. Proposed Standing Rule Amendment (regarding additional standing rule to limit conversations/campaigning by international candidates) was withdrawn. Following Good of the Order and announcements, the business meeting recessed at 11:40 a.m.

The Certification Luncheon speaker Kelli Vrla had attendees in stitches (and wearing red clown noses) during her humor-filled presentation. Not only did the audience have lots of laughs, they also gained insights on the beauty of life's journey. Thanks to Avery Dennison for sponsoring another top-notch speaker and sample packet. Following lunch, Carol headed for the voting polls and Sandy for the ISBR Office Hours and met again for the PA Division photo at 4:45 p.m. We relaxed in the casino lounge before going to dinner with plans of retiring early to reset our body clocks.

### **Wednesday, August 9, 2006**

Sandy started her morning attending a 6:45 a.m. focus group breakfast with Office Dynamics and then met Carol for the Delegates Briefing. The Business Session reconvened at 8:30 a.m. The Registration/Credentials Committee Report was given and adopted. There were 396 delegates eligible to vote, 134 authorized proxies for a total of 530 and 1,835 registered attendees.

The Tellers Committee then presented the detailed voting results and the 2006-2007 International Board of Directors were installed.

### **Your 2006-2007 International Board of Directors**



(from left) **Affiliate Representative** Leanne Fisher AOP/JP, Parkville, Victoria; **Treasurer** Susan K. Shamali CPS/CAP, Grand Rapids MI; **Secretary** Barb Horton CAP, Surrey BC; **Vice President** Tia Theriaque CAP, Alexandria VA; **President-Elect** Judy McCoy CPS/CAP, Bellingham WA; **President**, Sandra P. Chandler CPS, Orlando FL; **Canada District Director** Kathyne Hampton CPS/CAP, Calgary AB; **Great Lakes District Director** Sam W. Gill III CPS, Detroit MI; **Northeast District Director** Marie "Gerry" Brunell CPS/CAP, North Attleboro MA; **Northwest District Director** Teresa G. Burnett CPS, Boise ID; **Southeast District Director** Tamra L. Goodall CPS/CAP, Hurricane WV; **Southwest District Director** Karlana Rannals CPS/CAP, San Clemente CA.

### **IAAP Annual Convention & Education Forum Future Dates/Sites**

- 2007 Tampa, Florida, July 29-August 1, Tampa Convention Center
- 2008 New Orleans, Louisiana, July 27-30, Hilton Riverside
- 2009 Minneapolis, Minnesota, July 26-29, Minneapolis Convention Center
- 2010 Boston, Massachusetts, July 18-21, Hynes Convention Center
- 2011 Montreal, Quebec, July 24-27 Montreal Convention Center
- 2012 Grapevine, Texas, July 22-25, Gaylord Texan Resort

### **IAAP's 2006-2010 Strategic Plan**

An open discussion regarding the new IAAP 2006–2010 Strategic Plan was led in a "fireside chat" style by 2005–2006 International President Kay Enlow CPS/CAP and Executive Director Don Bretthauer CAE.

**Strategic Goal #1:** IAAP shall strengthen chapters and divisions by increasing the consistency and quality of leadership and encouraging a focus on professional development.

**Strategic Goal #2:** IAAP shall expand ways members can locate and connect with each other.

**Strategic Goal #3:** IAAP shall strengthen its outreach to businesses, corporations and organizations that influence the profession.

The Business Session recessed at 11:35 a.m. and the Education Workshops began at 1:00 p.m. Sandy attended First Look: Microsoft Office 2007 (Microsoft Office 12 System) and 6 Must-Have Skills for Today's Inner Circle Assistants. Carol attended A fistful of Functions in Microsoft Excel and For a Few Functions More in Microsoft Excel.

The Pennsylvania Division Dinner was at Romano's Macaroni Grill and we all returned in time for the Evening of Entertainment by the "Fab Four" the most popular Beatles tribute band in the world.

#### **Thursday, August 10, 2006**

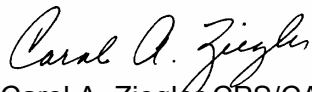
The entire day was filled with workshops earning .9 CEUs and 9 recertification points for participation in Tuesday keynote presentation and Wednesday and Thursday Workshops started at 8:00 a.m. Sandy attended Outlook E-mail: The Good, the Bad, and the Ugly by Gini Courter and Annette Marquis of Triad Consulting LLC followed by From Admin to Internal Consultant by Dr. Cal LeMon. Carol attended Concentrating on Your Work: How to Maintain Your Focus, Surviving Information Overload: Processing E-Mail, Paper, and Information, and Project Management for the Rest of Us all presented by The Productivity Pro, Laura Stack, MBS, CSP, and Avery Software & Formatting Solutions presented by Avery Dennison, earning a total of .8 CEUs and 8 Recertification points for the conference.

The Convention ended with a banquet on Thursday evening where 2006-2007 International President, Sandra P. Chandler CPS addressed the members and presented her theme "Shaping the Future" (see her logo on right-hand side of first page) using the Chandler's five C's: **C**ommitment — **C**ontinuing Education — **C**ommunication — **C**reativity — **C**onnectivity. A complete copy of her address is available on the website under member's place.

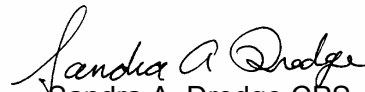
#### **Friday, August 11, 2006**

Carol and Sandy were leaving the Grand Sierra Resort to catch an early flight Friday morning, which was then delayed due to the threat level change to "Orange" or high. Instead of arriving home at 7:00 p.m. we finally touched down at ABE by midnight.

This was Carol's tenth International Convention and third time serving as Delegate and Sandy's eleventh International Convention and third time serving as Alternate and we fully enjoyed it. The host chapter did a wonderful job in coordinating this convention two years earlier than planned. We thank the chapter for allowing us to represent you as your Delegate and Alternate.



Carol A. Ziegler CPS/CAP  
Delegate



Sandra A. Dredge CPS  
Alternate