



International Association of
Administrative Professionals®

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LEHIGH VALLEY CHAPTER
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Visit our website at
<http://www.iaaplehighvalley.org>

2009 – 2010 Officers

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President's Letter

October 2009

Falling leaves, hot cider, frost on the pumpkins and football games. Fall is officially here! What a wonderful time of the year. The kids are back at school and life has returned to its "normal" rhythm.

Thank you to Carol Ziegler CPS/CAP and Sandy Dredge CPS/CAP who represented our chapter at the Northeast Council Meeting on October 10, 2009. The meeting was held in Wysox, PA and hosted by the Endless Mountains Chapter.

We had a very informative and fun meeting last month with Michael Lindauer of Lindauer Learning Systems who presented the program, Office 2007 Tips and Tricks. For those who were unable to attend the meeting, the hints will be posted on our chapter website for everyone to use.

And speaking of our website, our chapter will be getting an indepth look at our new and improved website at our October 26th meeting. The program will be lead by our own experts, Sandy Dredge CPS/CAP and Carol Ziegler CPS/CAP, who will show us all the new features and capabilities our chapter website can now offer. Don't miss it!

We are trying something new as a fundraiser for our chapter. We are selling 50/50 raffle tickets at \$1.00/each. 1st Prize – 25%, 2nd Prize – 15% and 3rd Prize – 10% of proceeds sold. The tickets make great stocking stuffers for Christmas and can be sold up to the January 26, 2010 drawing time. Please see Sandy Dredge CPS/CAP for your ticket packets.

The funds raised by our Ways and Means Committee fundraisers support the wonderful programs and speakers you've come to expect at our meetings. We welcome your fundraising ideas and help on the Ways and Means Committee. Please let me know if you can assist our chapter and lend a hand.

All my best,

Linda

P.S. Remember, October is Breast Cancer Awareness Month. Breast cancer affects not only the lives of women and men who develop it, but their families and friends as well. Every attendee at the October 26th meeting will receive a pink ribbon mememto to increase awareness of this important health issue.