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

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November 2011



Dear Members,

Looks like Mother Nature is playing tricks on us. How did you spend your Halloween this year? Could this early snow be a sign of what is to come this winter? It's only November and we should be thinking about our Thanksgiving activities of preparing turkey dinners and attending football games, followed by holiday planning and shopping. Let's hope our winter snowstorms are far and few between.

At our October meeting, we enjoyed a delicious dinner followed by a very interesting presentation, "Effective Networking (Inside and Out)" given by Anita Krick of Right Management. Often we think that networking is geared for those seeking new employment. However, effective networking is so important to obtain valuable information and results within our own companies and also from vendors and our colleagues outside of our organizations. A good example is using our IAAP web community. The web community can probably answer your questions about the use of software and office procedures, for example, or just give you more information about IAAP. IAAP members can be very helpful and are very willing to share their knowledge.

Marsha Egan, CEO of The Egan Group, Inc. will present "Inbox Detox and the Habit of E-Mail Excellence" at our November meeting. Marsha will provide us with tips on how to get more organized with our e-mail to help reduce some of our stress and free up some of our time. I am sure she will inspire us and get us reenergized just in time for the holidays!

Speaking of holidays, our next fundraiser, the sale of discount cards, will be available at our November chapter meeting for purchase. These cards provide the holder of the card great discounts at local restaurants and merchants. We will sell them for \$10 each. Wouldn't this be a wonderful idea for stocking stuffers or gifts of appreciation for teachers, co-workers, neighbors, and other service providers?

As you know, we will be hosting the 2012 Pennsylvania Division Annual Meeting in June. If you haven't signed up or spoken to any of our committee chairs and you would like to assist and be a part of this big event, please contact us. Plans are well underway, and we look forward to a very successful weekend. Won't you share some of your time to help us make this a memorable Division Meeting?

And finally, consider making a commitment to become a Member of Excellence. Information on the Pathways to Excellence program is on our website, as well as International's website. Our Board members will be happy to help you if you have any questions.

Make the most of your IAAP opportunities and think about **Making the Leap to Remarkable!**

My best regards,

*Gayle*

Gayle F. Gunderman  
President, Lehigh Valley Chapter