



International Association of
Administrative Professionals®

Lehigh Valley Chapter

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LEHIGH VALLEY CHAPTER
ALLENTOWN, PA 18105

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

2011 – 2012 Officers

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September 2011



Dear Members,

Whether you vacationed at the beach or in the mountains, attended picnics with friends and family, worked in your garden, relaxed by a pool, or just appreciated a cool, air-conditioned comfy place perhaps while reading a good book, I hope you had an enjoyable summer. As usual, the summer flew by for me, and I now hear the local high school band practicing outside preparing for football season and band competitions.

Since we last met in June, our financial books were audited; and once again, all are in order. Thank you to Betty Hofacker for chairing this important function. Also, thank you to Anne Logan, who is doing a fantastic job as our Treasurer.

In July, Linda Schmoyer, CPS and I attended the International Education Forum and Annual Meeting held in Montreal, Quebec. How exciting it was to see the Lehigh Valley Chapter's name up on the big screens acknowledging that we achieved our Chapter of Excellence Award. Our chapter will receive a monetary award for this accomplishment; and in addition, we can use the Chapter of Excellence logo. The attendees of EFAM conducted some very important business, and we were delighted to hear three keynote speakers who shared both their wisdom and humor. Please take a few minutes to read our delegate's report. Linda took some great pictures too.

Our annual chapter Summer Board Meeting was held on Saturday, August 6 at the Sheraton Jetport. In addition to discussing the budget and upcoming chapter meetings, the committee chairs have outlined their goals to provide us with an interesting, educational, and prosperous year.

Once again Lynn Nocera has reserved the Four Points Sheraton for our 2011-2012 monthly meetings. Rosemary Geosits continues to line up interesting speakers and programs. In September, Cherry Woodburn of Borderless Thinking LLC will present —Powerful Communication Skills for Women. In these difficult times, we all need to speak up using our very best communication skills!

Please remember that our chapter will host the 2012 Pennsylvania Division Meeting, which will be held at the Holiday Inn, Fogelsville. Sandy Dredge will be our chair for this event, and subcommittees have been formed. We look to all of you to assist us with this important task. If you have never attended a Division meeting, now is the time to get involved. I guarantee you will learn much and make many new friends.

You will notice the new logo selected by International for this year, —Making the Leap to Remarkable, which will be available on our website soon. Mark your calendars....the Northeast Council Meeting will be hosted this year by the Wyoming Chapter on Saturday, October 29. The exact location and program has yet to be determined, but we will forward this information to you when we receive it.

Thank you in advance for your confidence in me, as I enter this new adventure leading your chapter. I look forward to seeing you on September 26 at the Sheraton Jetport!

Sending you my best regards,

Gayle

Gayle F. Gunderman
President, Lehigh Valley Chapter