



“Professionals Empowering Professionals”

IAAP DeKalb Chapter Decatur, GA

Volume 1, Issue 1

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Ordinary Achieving the Extraordinary

New Georgia Division Treasurer

Valerie Carter CPS/CAP is DeKalb Chapter’s valued historian member and also the new Georgia Division Treasurer. When Valerie first informed us of her nomination for this position, we had no doubt that she would be the winner. Valerie has demonstrated her leadership skills in our chapter since she joined in 2001 and now she will be stretching those skills as she pursues her five year journey as a Georgia Division Officer. Valerie con-

tinues her pursuit of “achieving the extraordinary” by having met the requirements to be named a 2008-2009 Member of Excellence all while being a dual chapter member (DeKalb and Coke), accepting a high office position in the IAAP organization and nurturing our chapter to strive for the same goals. Valerie’s POWER OF COMMITMENT is an example for all of us to follow as we also strive to be Excellence in Action. We

know Valerie will have



Valerie D. Carter CPS/CAP

other chapters to nurture but DeKalb is home and we are so proud of her and wish her much success in her new role.

Congratulations Valerie!

Special points of interest:

- October Membership Drive
- Chapter Meeting Highlights
- Looking forward to growth with change

Inside this issue:

Ordinary Achieving the Extraordinary	1
Message To Our New President	2
Thanking Our Past President	2
July Chapter Meeting	3
August Chapter Meeting	3
Looking Forward	3
Membership Drive Ad	4
Member Recognition	5
Chapter News	6

DeKalb Chapter Member of the Year 2009

The DeKalb Chapter voted Michelle Presswood CAP as their Member of the Year. Michelle is a beneficial member of the DeKalb Chapter as she has recently earned her certification this past May and is currently the chapter’s Vice President. Michelle is also the Certification Committee Chair and has graciously opened her home to the chapter members to study and review for the 2010 Certification Exam. Michelle Presswood has also been recognized as a

person who strives for excellence when she received her Circle of Excellence Certificate earlier this year from Past President Teresa Thomas.

Michelle immediately rolled up her sleeves upon joining the chapter and went to work negotiating and networking with sponsors to get our meals donated for various meetings. Michelle also believes in personal and professional development and she has attended various chapters meeting and



Michelle Presswood CAP

events. All of this done in one year’s time.

Although Michelle’s demeanor is one of gentleness, Michelle is a very powerful member and is a valuable asset to the DeKalb Chapter.

Way to Go, Michelle!

Welcome To Our President Anita Miller



**Anita Miller
2009-2010 President**

Congratulations to our new President, Anita Miller for taking on the task of leadership of the DeKalb Chapter, Decatur, GA for the 2009-2010 term. Madam President, we are ecstatic about your vision for our chapter and your COMMITMENT to making our chapter a “Chapter of Excellence”. As nominations were taking place, e-mails were being sent from chapter members

before the final vote stating their excitement and enthusiasm with the Chapter-Elect Officers for this term. We want you to know that our COMMITMENT to you will be to become “Members of Excellence” as we serve under your leadership. We look forward to an EXCELLENT year with you and will assist you in our assigned tasks throughout the year so that we can uphold your theme of “Professionals

Empowering Professionals”. We would like to Thank You for taking on this responsibility as our 2009-2010 leader and we wish you much success throughout your term.

DeKalb Chapter Members
2009-2010



“Passing of the Gavel”



2009-2010 DeKalb Officers

Featured from left to right:

Teresa Thomas, Director; Anita Miller, President; Michelle Presswood CAP, Vice President; Toni Parker, Secretary; and Bertha Hunt, Treasurer;

Thank You To Our Past President Teresa Thomas



**Teresa Thomas
2008-2009 President**

As we move on to another year with new officers, DeKalb Chapter would like to say “Thank You” to its outgoing President, Teresa Thomas. With her warm personality and compassionate leadership, Teresa has guided the chapter through a Year of Excellence for DeKalb as well as being recognized herself as a 2008-

2009 Member of Excellence that was acknowledged at the Georgia Division Annual Meeting.

The DeKalb Chapter honored our past president with a wonderful scrapbook which chapter members diligently worked on with an atmosphere of camaraderie at a local scrap boutique shop located in

Downtown Decatur. The two-days were filled with fun and laughter as we expressed our gratitude with picture memories of the past year. Teresa, we cannot thank you enough for this past year and it was truly a pleasure having served under you.

DeKalb Chapter Members
2008-2009

July Chapter Transition Meeting Officers and Committee Chairs

The transition meeting was a closed meeting so that the chapter officers and committee chairs could plan and discuss the agenda for the new term. President Miller armed the board members and committee chairs with the new changes and charges from the Georgia Division Board 2009-2010. We were able to discuss our chapter's strategic plan for the year using the COMMIT guideline established by Georgia Division President, Donna

Mitchell, CPS/CAP. Our goals for this meeting were accomplished as board members and chairs worked through each month's assignments, prepared the 2009-2010 program schedule and formulated our plan of action to meet COMMITMENT goals for this upcoming year.



*“Whatever you
can do, or
dream you can,
begin it.
Boldness has
genius, power,
and magic in
it.” Goethe*

August Chapter Meeting Featuring Lanelle Henderson

Our chapter has already started the year with “Professionals Empowering Professionals” as Lanelle Henderson, Owner and CMO of Promo Girl was our guest speaker this month. Lanelle's business is to help Promote You, Your Brand & Your Business. As one of our chapter's COMMITTED goals to increase membership through awareness, Lanelle gave us meaningful

tips on promoting our brand (IAAP-DeKalb Chapter) to other Administrative Professionals through “Effective Communications with E-Mail Marketing”. Lanelle was presented with a token of appreciation from our President, Anita Miller and Ms. Henderson also left token gifts from her promotional business for the meeting's attendees.

Our business meeting convened after the presentation to review and update the chapter's June and July financial statements, discuss the year's agenda and update members on the strategic plans for the 2009-2010 term set-forth by President Miller. The meeting was adjourned by President Miller and our group left the meeting excited and ready for the challenge.



DeKalb Chapter News-Looking Forward

The DeKalb Chapter is looking forward to a successful and COMMITTED year. The chapter has a great program planned for the 2009-2010 year.

We have already started with learning how to brand our chapter through “Effective Communication with E-Mail Marketing”. Our chapter is also looking forward to giv-

ing back to the community by donating gifts and needed items to various charitable organizations as we prove “Ordinary People Can Make an Extraordinary Impact on Their World through COMMITMENT” (Maxwell, J. C.)

DeKalb is demonstrating its “COMMITMENT TO EXCELLENCE” as we have great speakers lined up

throughout the chapter year for our personal and professional development as well as having an internal study group for the 2010 Certification Exam.

DeKalb is “on the move” and we are looking forward to an EXCELLENT year. In the famous words of Gamble and Huff (songwriters), “Ain't No Stopping Us Now”.



**Taking our
chapter to new
heights.**

***International Association of Administrative Professionals
DeKalb Chapter October Membership Drive***

Date: Tuesday, October 27, 2009

**Place: City of Decatur
509 N. McDonough St.
Decatur, GA**

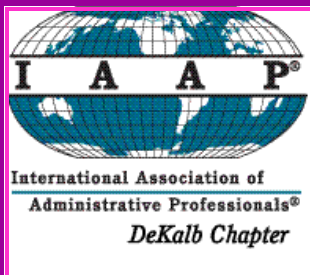


Time: 6-8pm.

The DeKalb Chapter will be hosting a Reception Membership Drive for local Administrative Professionals to come and



- ◇ Meet and greet the Chapter Officers and Members
- ◇ Learn all that IAAP has to offer Professionals on the Move
- ◇ Network and Socialize with other Professionals



Guest Speaker:

*Valerie D. Carter CPS/CAP
Georgia Division Treasurer*



Professionals Empowering Professionals

Chapter Milestones and Birthdays



As our chapter approaches its 48th year, we would like to acknowledge our members who have reached milestones with the DeKalb Chapter:

Congratulations to ***Janet McGraw CPS*** on her 24th year with IAAP DeKalb Chapter. Thank you Janet for your dedication to our chapter.

Honorable Mentions

Valerie D. Carter CPS/CAP—8 Years

Mildred Jordan— 7 Years

Teresa D. Thomas— 8 Years

Patricia A .Moore— 7 Years

Gwen F. Baker— 7 Years

Kathy A. McClure—6 Years

Janis G. Boone CPS — 7 Years

Keshun L. Daniels CAP—5 Years

DeKalb Chapter Birthdays



July

Kita Hall (14th)

August

Valerie Carter CPS/CAP (17th)

Bertha Hunt (21st)

Michelle Alexander (26th)



September

Toni Parker (21st)

Janet McGraw (23rd)

Mission Statement

Enhancing the success of career-minded administrative professionals by providing opportunities for growth through education, community building and leadership development.



Member's Corner

Our chapter member, Michelle Alexander of AJM Financial was the guest speaker at the Athens Chapter on Tuesday, September 15th. Her financial presentation focused on Simple Financial Retirement Planning at any decade which attendees enjoyed and appreciated. Michelle Presswood CAP and Teresa Thomas from DeKalb Chapter also attended the presentation and stayed for the Athen's Chapter business meeting.



Upcoming Events

October 2009—Membership Recruitment Event (see page 4)

Date: Tuesday, October 27, 2009

**Place: 509 N. McDonough St.
Decatur, GA**

Time: 6-8pm.

November 2009—Community Service Activity

December 2009—Holiday Celebration/
Networking Fundraiser

