



Trail Dust September 2009 Oregon Trail Chapter

POWER of Commitment Oregon Trail Chapter

WHAT'S INSIDE	PAGE
Member of Excellence	2
New Members	2
Anniversaries	2
Certification Spotlight	3
Tools & Tips	4
Member Spotlight	6
State Education Forum	7
Sneak Peek	7
Special Feature	8
Community Investment	11
Chapter and Division Board	12
Calendar	13

Now that summer is over and school is back in session we can go back to the simple ebb and flow of life. I love the fact that summer allows us to relax and go with whatever comes our way. But we know that "they" are right. Humans like order in their lives. I look forward to getting myself organized every fall. I make lists that include areas of my house I need to clean and reorganize, plants to put in my gardens over the next year, websites to check out, and professional areas that I want to grow and expand. Taking on the challenge of being Oregon Trail Chapter president has already given me a different perspective on IAAP and what it means to be an active member. It has also given me a greater appreciation of the work that the members put into making Oregon Trail a great chapter. Our program chair has done a fabulous job of making sure our monthly meetings are interesting and current for the admins of today. The membership chair has developed a plan for retaining and gaining members that is inspiring and will expose IAAP to many new educational venues and businesses. New people have stepped up to participate and take on the challenge of maintaining OTC as a great chapter. I thank each and every one of you for your hard work over the summer. Now I give my challenge and encouragement to all members of OTC, to become a Member of Excellence. Start creating your lists today of things you can do to develop yourself professionally. What work closet do you need to clean and reorganize? What seeds would you like to professionally sow?

This month's newsletter includes a member spotlight on Patty Ost diek. Patty has overcome many obstacles in her time as a member of OTC. Her strength is to be admired.

Also, remember to sign up for the Oregon State Training on September 26. This is your opportunity to grow within IAAP and meet other admins in the state. The Certification Conference is being held in Portland this year. This is open to all members of IAAP and for those that are certified provides 15 points to your recertification. Next years Conference will be held in Kentucky, so don't pass up this opportunity to attend right here at home!

Warmest Wishes,

Rachael Barnett CPS/CAP



Have you completed your Member of Excellence commitment agreement? It's so easy!

Our 2008-2009 Members of Excellence list has been updated. It includes Patty Ostdiek CPS, Brenda Hinau, Rachael Barnett CPS/CAP, Sheila Isley CPS/CAP, Billie Shults, Jeannie St. Claire.

A **Member of Excellence** will attain a minimum of 8 of the following 11 criteria:

- Be a current CPS and/or CAP holder
- Sign the online Member of Excellence Commitment agreement
- Actively participate in the IAAP web community forum discussions or submit an article for an IAAP publication (chapter, division, or international level)
- Attend non-IAAP professional educational workshops, seminars and conferences
- Hold a degree, certificate or equivalent (a minimum one year in length) from an accredited college or earn a Microsoft certification
- Pay membership dues on or before anniversary date
- Serve as a chapter, division, or international officer, committee chair, or committee member; or serve as an RTF Trustee; or serve on a Student Chapter advisory board or the school's advisory board for the office administration program
- Conduct a public presentation, program or training
- Attend a minimum of eight chapter, division or international sponsored meetings, programs or events (any combination)
- Recruit at least one new member
- Integrate IAAP membership and involvement into annual performance plan or review

Welcome to our newest member!

Although we have no new members so far in September to greet; the month is early. Now that our summer break is over don't forget to encourage your administrative professional co-workers and friends to join us. Recruiting a new member is also a criterion for Member of Excellence.

Happy Anniversary to some special members!

Jan Schmidt
Judith Andreasen CPS
Deborah Johnson

Member since September 1990
Member since September 1979
Member since September 2003

Congratulations to each of you! We did lose one of our members up for renewal this month. It's always sad to lose a member.

Certification

When we made our certification announcements last spring we missed the fact that our very own Karen Black achieved her CAP certification.
CONGRATULATIONS, KAREN!!!!



Did you know that being a CPS and/or CAP holder is one of the steps to becoming a Member of Excellence? Taking and passing the exams can also improve your professional qualifications, increase your skills and knowledge, and raise your self-esteem. You may also obtain college credit and, according the latest survey from OfficeTeam, get up to a 7 percent increase in salary.

Future CPS and CAP Exam Dates and Deadlines

Exam Dates	Deadline Dates
November 6-7, 2009	August 15, 2009
May 7-8, 2010	February 15, 2010
November 5-6, 2010	August 15, 2010

The CPS and CAP exams are administered on the first consecutive Friday and Saturday every May and November.

Part four of the CAP exam is administered on Friday afternoon. Parts one through three of the CPS and CAP exams are administered on Saturday.

Note: Certain international centers have been approved to administer the CPS and CAP exams on days other than Friday and Saturday. Refer to the Exam Centers Listing for exam days.

For more information on certification or study resources please contact April Hill CPS at superapril1@gmail.com.

“Sharp Skills in Tough Times” October 18 – 21, 2009 Portland Marriott Downtown Waterfront

If you've not done so already, be sure to register for the Certification Conference being held this year in Portland. Here are some great reasons to attend:

- It's close to home! Consider the money you'll save on travel.
- It's a great opportunity to network with administrative professionals from around the country.
- The conference will equip you with essential skills and help you move forward and excel even when times are tough.
- Those attending all sessions in their entirety will receive 15 recertification points (active CPS and CAP holders) or 1.5 CEU.

Visit the IAAP Headquarters web page for additional information and to register:
<http://www.iaap-hq.org/events/certification/index.html>.

Tools and Tips

The History and Origin of Labor Day

By [Beverly Hernandez](#), About.com

Eleven-year-old Peter McGuire sold papers on the street in New York City. He shined shoes and cleaned stores and later ran errands. It was 1863 and his father, a poor Irish immigrant, had just enlisted to fight in the Civil War. Peter had to help support his mother and six brothers and sisters.

Many immigrants settled in New York City in the nineteenth century. They found that living conditions were not as wonderful as they had dreamed. Often there were six families crowded into a house made for one family. Thousands of children had to go to work. Working conditions were even worse. Immigrant men, women and children worked in factories for ten to twelve hours a day, stopping only for a short time to eat. They came to work even if they were tired or sick because if they didn't, they might be fired. Thousands of people were waiting to take their places.

When Peter was 17, he began an apprenticeship in a piano shop. This job was better than his others, for he was learning a trade, but he still worked long hours with low pay. At night he went to meetings and classes in economics and social issues of the day. One of the main issues of concern pertained to labor conditions. Workers were tired of long hours, low pay and uncertain jobs. They spoke of organizing themselves into a union of laborers to improve their working conditions. In the spring of 1872, Peter McGuire and 100,000 workers went on strike and marched through the streets, demanding a decrease in the long working day

This event convinced Peter that an organized labor movement was important for the future of workers' rights. He spent the next year speaking to crowds of workers and unemployed people, lobbying the city government for jobs and relief money. It was not an easy road for Peter McGuire. He became known as a "disturber of the public peace." The city government ignored his demands. Peter himself could not find a job in his trade. He began to travel up and down the east coast to speak to laborers about unionizing. In 1881, he moved to St. Louis, Missouri, and began to organize carpenters there. He organized a convention of carpenters in Chicago, and it was there that a national union of carpenters was founded. He became General Secretary of the United Brotherhood of Carpenters and Joiners of America.

The idea of organizing workers according to their trades spread around the country. Factory workers, dock workers and toolmakers all began to demand and get their rights to an eight-hour workday, a secure job and a future in their trades. Peter McGuire and laborers in other cities planned a holiday for workers on the first Monday in September, halfway between Independence Day and Thanksgiving Day.

On September 5, 1882 the first Labor Day parade was held in New York City. Twenty thousand workers marched in a parade up Broadway. They carried banners that read "LABOR CREATES ALL WEALTH," and "EIGHT HOURS FOR WORK, EIGHT HOURS FOR REST, EIGHT HOURS FOR RECREATION!" After the parade there were picnics all around the city. Workers and celebrants ate Irish stew, homemade bread and apple pie. At night, fireworks were set off. Within the next few years, the idea spread from coast to coast, and all states celebrated Labor Day. In 1894, Congress voted it a federal holiday.

Today we celebrate Labor Day with a little less fanfare on the first Monday of September. Some cities have parades and community picnics. Many politicians "kick off" their political campaigns by holding rallies on the holiday. Most Americans consider Labor Day the end of the summer, and the beaches and other popular resort areas are packed with people enjoying one last three-day weekend.

"There is no labor a person does that is undignified; if they do it right."
Bill Cosby

Rules of Engagement for OTC Chapter Meetings

1. Our presentations are scheduled for 45 minutes for the program presenter and 15 minutes for questions and answer.
2. Only one person talking at a time and please, don't hold side conversations during the presentation.
3. Give others a chance to participate.
4. When asking questions of the presenter try to ask questions that are relevant to the entire group. If you need to address something specific most of our presenters provide their contact information for after the meeting.
5. If the meeting runs longer it will cost the chapter extra. We need to be cognizant of our agenda and schedule and end the meeting on time.

Local Career Fairs

National Career Fairs

September 29, 2009
11:00 a.m. to 2:00 p.m.
Job Fair Type: Multi-Company
Industry/Theme: General
Red Lion Hotel on the River
909 N Hayden Island Dr
Portland, OR 97217

Maximum Connections Job Fair

September 24, 2009
9:00 a.m. – 2:00 p.m.
World Forestry Center (Next to the Oregon Zoo off Hwy 26)
Questions? Call 503-612-4200 Option 2
FOR REGISTRATION FLYER, PLEASE VISIT OUR WEBSITE at
www.WorkingInOregon.org

Portland State University nonprofit career Fair

October 14, 2009
5-8pm
Smith Memorial Student Union, ballroom
1825 SW Broadway, Portland, OR
<http://www.idealists.org/if/ioc/en/CareerFair/RegisteredOrgs/default?career-fair-id=140&sid=87930301-234-AMM>

“Experience is not what happens to you. It is what you do with what happens to you.”
Aldous Huxley



Member Spotlight for September Patty Ostdiek

Patty started work in the administrative field in 1984, just after high school graduation. She always thought it was a good “job” to get started in while she figured out what she wanted to be when she grew up. Twenty-five years later she’s realized that it was the beginning of a rewarding career which presents numerous opportunities.

We have one of our current members to thank for Patty’s membership. *“I was inspired by Gloria Swick to become an IAAP member while I was working with Gloria at OMSI in the early 90’s. I participated initially as her guest off and on for years – taking advantage of the networking and education opportunities – while not always having the personal and employer support to engage fully as a member.”*

The IAAP OTC meetings have provided Patty with career contacts and professional support. The endless resources from expert administrative minds have increased her ability to present innovative solutions in her work place. *“I have frequently worked in smaller organizations without other administrative co-workers. Belonging to IAAP has extended my professional networking ability. I am very fortunate in my current position at the Public Power Council, to have strong employer support, inspiring me to achieve my CPS certification and work towards CAP certification this fall.”*

Currently Patty serves as the secretary on our own OTC board and also serves in the same capacity for her homeowner’s association board. Both positions are a natural fit due to her skills and experience as an executive assistant. *“These board positions provide me an opportunity for personal growth – which is helping me to grow in my professional career as well. Being involved in these organizations has proven that building these relationships is effective both within and outside of the organizations.”*

“I enjoy always looking for opportunities to streamline projects and update processes using improved technology to work smarter and free up time to expand in areas of education. This effort is well received by the executives I have had the opportunity to support. With that said, I must add that time management is my greatest challenge. When the work load increases I tend to lose my ‘big picture’ perspective while trying to get through the urgent projects of each day. Meeting with my boss to review both long term and short term tasks regularly provides the guidance I need to manage my time better and to adjust priorities...that change frequently. Fortunately attending IAAP meetings also provides the ‘big picture’ perspective to keep me on track and feeling positive about the tasks at hand.”

When Patty is outside of the office she enjoys discovering treasures in hard-to-find antique shops and enjoys the thrill of the hunt when she finds something special to place in her home and heart. (Wow, another member after my very own heart!) *“When I take a road trip to the coast it is always time well spent to stop at the slightly hidden antique shops along the way. Spending even a small time at the coast always makes a world of difference in how I see my challenges and opportunities. The best way for me to maintain balance in my life is to spend quality time with my favorite treasures – my close friends, and I make an extra effort to stay connected with friends and family out-of-state.”*

“I dream that one day, when working is optional, that I can enjoy the comforts of home near the beach with a self-determined quirky schedule of various projects that I find true excitement in and have a passion for. I will be surrounded by the people I care for – enjoying good times with music and wine. Dedicating each day to discover what I enjoy most from life.”

Our soft-spoken Patty is inspired by none other than risk taking. *“I believe the biggest obstacles in life are our own fears. We can become and do anything we set our minds to...once we break through our fears.”*

The best piece of advice Patty has been given, *“Ask for what you want.”* Her motto for life, *“Find the positive in everything – embrace the lesson to be learned from a difficult experience.”*

Thank you, Patty, for giving us a glimpse into your life and experiences.

State Education Forum

Date: Saturday, September 26
Registration: \$25.00 (includes lunch) by September 23
Location: HP Vancouver
18110 S. E. 34th Street
Vancouver, WA



Please refer to the packet that Rachael emailed out to all of us on August 31. It looks like there will be many of us there and the sessions look great! This is also your opportunity to meet our division board. Don't forget...."Power of Commitment".

Look for the following in next month's issue:

- Member spotlight on April Hill. We look forward to hearing about her New York trip and we might even see a picture or two!
- A bio for our October presenter.



MINNESOTA MUSINGS By Rachael Barnett, CPS/CAP

Dateline: July 30, 2009, Minneapolis, Minnesota. IAAP EFAM. Actually, EFAM is over and I'm looking back and seeing what this week was all about.

Being from Oregon means I need my coffee. Not just any coffee, but a Starbucks coffee. In my little town there are at least three Starbucks within walking distance at any point in town. In Minneapolis, they drink Caribou Coffee. I'm not quite sure what that is, but that is what there is. Is a caribou anything like a moose? The hotel says, "We Proudly Serve Starbucks Coffee". I know what that really means. It's the beans that I can grind at home. Coming from coffee country I have a deep appreciation for specially trained baristas that make hearts with stripes in my caramel macchiato. You just don't get that everywhere.

The people in Minneapolis are beautiful! They are tall. Even I, at my stature of 5'10" and a very tall person in my area of the country, felt like I was normal and even at times, short. The sweet shoes with a 5 inch wedge I procured in Las Vegas kept me at eye level with the natives. Minnesotans, especially those in Minneapolis, are very well dressed. I was surprised and grateful that not one coin slot was glaring at me from the way too low board shorts of a skateboarder or rapper in the making. And I'm not surprised since they get the honor of having the Mall of America. What an incredible place! The first time I went to the Mall a man came up the escalator with a snake wrapped around his neck! I knew immediately that this was no ordinary mall. Being an Administrative Professional I had done my research at home and already knew this palace of shopping held my two favorite stores, Sephora and Lush. (You can imagine my delight and excitement when my friend and I discovered the Franklin Covey store. Surely we all identify with the love of fabulous and cool office products. Personally, I am also a bathroom product junkie.) Okay, so did I mention this mall is HUGE! For those that didn't make it and didn't hear anything about it, there is an amusement park in the mall; an amusement park, complete with a roller coaster, Ferris wheel, fairway games, popcorn, and spun sugar. What do Minneapolins do when the county or state fair comes around?

Every downtown has its special place and in Minneapolis that is the Nicollet Mall. This is an incredible street of specialty shops as well as big name stores. The restaurants will satisfy all tastes from burgers to sushi to Thai cuisine. The ladies at the Newspaper Restaurant gave me great information on local sites, with directions that saved me many miles and more blisters. The Thursday farmers market was incredible! The fresh fruits and vegetables were abundant, large, and fairly priced. No wonder they grow up tall and beautiful! On a weekday morning I noticed that there was not a lot of foot traffic in the downtown area. There are 12 miles of air conditioned skywalks in the downtown area, why would anyone go outside unless they needed fresh fruits and veggies? There is definitely a learning curve to the sky walks. I learned this trying to find a sandwich shop that was somewhere in the block I was on but somehow I ended up two blocks away from my original destination. This turned out fine since I ended up at the Newspaper and had a wonderful lunch and thoroughly enjoyed people watching. As I was watching people I also noticed the great public transportation system. There were buses frequently passing by, picking up people destined for many places in the Minneapolis area. The buses are "green" and economically responsible. My conversations with the lady who served my lunch were very insightful. She thought all Oregonians were healthy, recycling, coffee loving tree huggers. She was pretty close. We do recycle more, and I was pleasantly surprised to see designated space for plastics, glass, and paper in the Minneapolis Convention Center.

The Hilton was a fabulous place to stay. My room was spacious and if I left the do not disturb sign out for more than two days a call from housekeeping was warranted. They wanted to clean my room whether I wanted it or not. I am mostly in the "not" category. Here is my routine:

- Enter hotel room
- Check out bathroom products (note comment about bathroom product junkie above)
- Look at closet space and evaluate whether there are enough hangers to get me through all the clothes (note: over packing) I've brought
- Check out the view from the hotel window - I always ask for the highest floor possible for the best possible view
- Turn on the RV, is there free HBO?
- Unpack

This Hilton experience was definitely memorable! My friend Sheila brought her husband Bill and he made sure we were well cared for and always had a great story for us when we returned from our sessions. One day he hung out with a famous rapper. The next day he made friends and a fishing date with a lady from the Canada District! We heard stories of the Smothers Brothers at the Hyatt giving away free tickets to their show at the Orchestra Hall. The highlight for me? Meeting Captain Andy and his brother Jonathon, crab fishermen on the show, The Deadliest Catch. Imagine me running through the Hilton lobby at 1:30 a.m. in a red suit and those Las Vegas wedges, quietly trying to catch up to them for a picture! I'm sure it was a sight and I should probably be embarrassed, but I got my picture taken with Captain Andy. I very special highlight for me!!!

A day spent at the Walker Museum and Sculpture Garden was well worth it. I happened to go on a Thursday so the admission to the museum is free after 5:00 p.m.; the Sculpture Garden is always free. The Spoon and Cherry sculpture is amazing and on a hot day the spray from the cherry stem is a lovely cool relief to the heat and humidity. The ducks swimming in the pond are so friendly and welcoming that all the little children have no fear of approaching them. The wind chimes in the trees make a beautiful constant hum and when the breeze picks up the music is lovely and lilting. I sat there for 30 minutes and silently cried as the notes touched my soul. I will never forget the peace I felt during that time. Wandering around the gardens and learning about the sculptures was a lovely way to spend the afternoon. There was enough shade to cool me off and benches are strategically located for resting and observing. Who doesn't like to people watch? I wandered up to the museum around 4:30 p.m. and the 30 minutes to wait for free admission was enough time to read about the current exhibits. I can't say that I understand or even like modern art. These exhibits, from post war angst pieces to Warholian pop art to performance art were all there and with a bit of curiosity and time spent reading the intent of each piece, at least it was a learning experience that opened my mind to thought processes that are no where near anything that I would come up with. I'm very glad I spent the time to explore something new.

I want to thank the ladies in the Thursday Leadership session, Margaret, Charlene, Liz, Susan, Stephanie, and Richelene. I know that these ladies will hold me accountable to achieve my goals, as I will hold them accountable for the dreams and goals that they set out to achieve that morning. All of us will accomplish great things as long as we have each other.

Did I pick up the accent? I am from Oregon and therefore have no accent to speak of, right? I'm sure not but don't have a clear picture of what Oregonians sound like. I do however know when I am no longer in my "no accent zone"! In Tampa, I felt right at home and picked up that lovely southern slow style of speech that has a slightly sharp edge about it. In New Orleans, who didn't assume the slowness and the big easy relaxed drawl of hot summer nights and mint juleps on the terrace? A Minnesotan accent is so different from any other I've ever experienced, or spoken. My new friend, Marcia, has the most lovely accent and smile to go with it. I wanted to sound like her. I also have to give props to Marcia for making every effort to teach me the Electric Slide; I still don't have that one down.

I love books! I especially love books that can assist me in making my life easier and better. There is not an annual meeting yet that hasn't compromised the weight and therefore charge of my homebound luggage! The book nook is one of my favorite parts of annual meeting. Not only do I get to buy books to take back to the people in the office, but I can get them autographed! There is nothing like hearing a

speaker, wanting more, and realizing that I can have more by the immediate ability to purchase the book. The folks that receive these books back home are so grateful and appreciative that I know they are read.

The business session. What can I possibly say about the business session that we all haven't thought or had conversation about? It was a privilege to participate as a delegate in the longest business session ever in IAAP history. At the time it was a little painful. In the long run, everyone there learned a little more about Roberts Rules of Order, making a motion from the floor, and the value of attending uninstructed.

Everyone that attends an IAAP annual meeting has an experience to share. Being able to visit a new city every year is a privilege that I hope members recognize and take full advantage of. I hope you have enjoyed my little piece of the story of my experience in the city that hosted the 2009 Educational Forum and Annual Meeting of the International Association of Administrative Professionals. I look forward to seeing you all in Boston!



Left to right: Rachael Barnett and Captain Andy from The Discovery Channel series, "The Deadliest Catch".

The program on September 9th was terrific!

How to Make an Impact with Your Resume

**Jessy Culp, Division Director
Robert Half International**

Jessy shared valuable ideas and tidbits on preparing resumes and cover letters. Our members asked a lot of questions and I think we cleared up some misconceptions as well.

Community Investment

During the September 9th chapter meeting Leisa Vandehey, our community liaison, announced one of our chapter community outreach efforts this year.

“Chelsea’s Closet” is a non-profit program that gathers new costumes and accessories (all sizes and genders) for young cancer patients at Doernbecher Childrens’ Hospital. Due to the depressed immune systems of oncology patients the costumes need to be new.

Once a month the program visits the hospital where the kids choose a costume (to keep), change into that costume and participate in a parade through the halls to the play room. Upon arriving in the play room the kids will celebrate with a party.

Chelsea was a vibrant little monkey who handled her treatment of Wilms’ Tumors with great grace. She had a smile that would light up any room she was in. People were drawn to her exuberance for life. One of her favorite things to do was play “dress up” and parade through the halls with her other friends at the hospital. Chelsea earned her angel wings in February of 2009. This program is a tribute to her and an opportunity to bring smiles to the faces of many other “little monkeys”.

Please bring your donation of costumes and/or accessories to our chapter meeting on October 14th. We’ll also be providing information on volunteering at the hospital for the parade as well. Continue to look for more information on what you can do to make a difference in our community.





Left to right: Rachael, Patty, Jeannie, Gina

2009/2010 Oregon Trail Chapter Board & Committee Chairs

Chapter President	Rachael Barnett CPS/CAP rachael.barnett@salemhospital.org
Chapter Secretary	Patty Ost diek CPS postdiek@ppcpdx.org
Chapter Treasurer	Jeannie St. Clair jeannie.s.clair@co.multnomah.or.us
Treasurer-Elect	Gina Draggoo ginaj314@comcast.net
<u>Committee Chairs</u>	
Budget and Audit	Gina Draggoo
Standing Rules and Bylaws	Karen Black CPS/CAP
Arrangements	Theresa Sullivan
Newsletter	Brenda Hinau
Cashier	Tami Foster, Jan Schmidt, Billie Shults
Community Service	Leisa Vandehey
CPS/CAP Certification	April Hill CPS
Fundraising	VACANT (This could be you!)
Historian	Carolyn Hixson
Membership	Sheila Isley CPS/CAP
Program	Angela Deverell
Publicity	Brenda Hinau
Webmaster	Deborah Johnson
2010 APW Event	Rachael Barnett



www.iaap-otc.org for our chapter website

Idaho/Oregon/Utah Division Officers

President	Karen Bingham CPS Karen.bingham@frontiernet.net
President-Elect	Lora Albee CPS/CAP Lora_albee@yahoo.com
Secretary	Marilyn Taylor CPS Marilyn.s.taylor@hp.com
Treasurer	Carey Walton CPS/CAP Carey.walton@inl.gov

www.iaap-id-or-ut.org for our division website

www.iaap-hq.org for the headquarters website



Left to right: Karen, Lora, Marilyn, Carey

Mark your calendar for these important dates!

September 09						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30			

October 09						
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November 09						
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December 09						
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January 10						
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31						

February 10						
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March 10						
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April 10						
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May 10						
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June 10						
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27	28	29	30			

Please submit articles, tools and tips, pictures and your feedback to Brenda Hinau at bnkhinau@comcast.net. Thanks, Everyone!!

September	
9	How To Make an Impact With Your Resume Jessy Culp, Office Team Registration deadline is September 4th!!!!
26	State Training & Education Forum, HP Vancouver Registration deadline is September 23rd!!!!
October	
14	"I Will Not Be Denied!" – Your Professional Attitude At It's Best Sanalli Phelps, AAA Oregon
16	National Boss's Day
18-21	Certification Conference in our own Rose City
November	
11	Green It Up – Sustainability Ideas For Your Office Chase Granger, Office Max
December	
15	Deadline for 10% savings on Boston EFAM registration and hotel. No Chapter Meeting
January	
13	How To Interview Like A Pro! Cathy McDonald, Robert Half International
February	
10	Surviving After Corporate Downsizing And Job Elimination Deborah Zwerling, One CreditSource.com
March	
8-10	Professional Education Conference, Reno NV
10	Here's to Your Health! Pam Rathbone, Whcnp PC
April	
14	Social Networking – Using Twitter, LinkedIn and Others Chad Meek, Robert Half International Executive Night
19-23	Administrative Professionals Week NEFSTANS (Contact Dawn Wingert)
May	
12	A Diamond in the Rough?! Fred Meyer Jewelers
13-15	Spring Division Meeting, Boise ID
June	
9	Chapter meeting and swearing in of new board
July	
18-21	International Education Forum & Annual Meeting, Boston MA