



## Street Wise Safety Training

On **November 18, 2009**, Tre' Lundquist of the Atlanta Metro Crime Prevention Task Force (A.M.C.P.), an independent Task Force of former law enforcement officers, will inform and provide us with ways in which we can reduce the chance of becoming a victim of crime by as much as 70%! The information presented provides excellent defense for workplace violence, as well as individual, home, and automobile safety. Subjects covered in the program are:

- What you should do if someone attempts to rob you or a member of your family.
- What is an office creeper is?
- What is the fastest growing drug used against women and men?
- Where you are most likely to be attacked while shopping.
- What you should do if you are carjacked.
- Where women are most often attacked.

Instructor Lundquist began his career in the United States Marine Corps as a Military Police Officer. He later became a Florida State Corrections Officer and was also an Auxiliary Officer with the Florida State Highway Patrol.

Instructor Lundquist became a Crime Prevention Instructor thirteen years ago. He is considered to be among the top authorities in the fields of criminal and gang activity, and has been successfully conducting crime prevention seminars for the military, schools, businesses and various organizations during that time.

Instructor Lundquist first spoke to our group at one of our annual seminars and has also spoken at several International conventions.

Don't miss out on this life-saving program!

### Upcoming Events—Chapter Calendar

<b>November 05</b>	Board Meeting—Highlights for Children (E. Pagliery CPS)
<b>November 09</b>	Focus 2015 Meeting—Anheuser-Busch (D. Moore CPS/CAP, T. Curry CPS/CAP)
<b>November 18</b>	Chapter Meeting—Upper Arlington Senior Center (B. Jackson CPS/CAP)
<b>December 03</b>	Board Meeting—TBA (E. Pagliery CPS)
<b>December 15</b>	Chapter Meeting—TBA (B. Jackson CPS/CAP)

### In This Issue

President's Message	2
Meeting Registration	3
<b>Attached:</b> September and October Meeting minutes	



**Mark your calendars—EFAM**

July 18-21, 2010 Hynes Convention Center  
Boston, Massachusetts

## President's Message—Are you part of the Change?

Dear Members:

At the October Chapter meeting, we learned about the different browsers that are now available and what **CHANGES** we could make to improve our productivity. Pam Newsome was a delight and provided those in attendance with some wonderful Google Tips and Tricks!

Karon Dellinger, who is heading up the Civic Committee this year, has asked that we **EMBRACE** our community by providing the following items for the Ronald McDonald House Charities. Items can be dropped off at the November and December Chapter meetings. Below is their wish list of items:

Solid room deodorizers, disinfectant spray room deodorizers, disinfectant floor cleaner, glass cleaner, *Scrubbing Bubbles* for bath tubs, *Soft Soap* pump-dispensers, toilet bowl cleaner, paper towels, toilet paper, tissues, mops and brooms, *Swiffer* mops-pads-liquid cleaner, double scrubber bowl brushes, toilet plungers, white bath towels and hand towels, white/beige blankets (double bed), white pillow cases, pillow covers (standard), clock radios, ironing boards and irons with retractable cords.

The Board and I have been looking at ways to save money and still provide meaningful programs where members can get recertification points and useful knowledge. With that in mind, we have chosen different locations throughout the city, a variety of meals and a variety of topics. I hope that you will be able to attend at least one meeting this year. Don't forget to vote on which type of Office PowerHour by Gini Courter and Annette Marquis of TRIAD Consulting you would like to have at the February Chapter meeting by sending your vote to: iaapcols@gmail.com by **December 15**.

Our next Chapter meeting will be held on **November 18 at Upper Arlington Senior Center** where Tre' Lundquist of the Atlanta Metro Crime Prevention Task Force will talk to us about being Street Wise. Hope to see you all then!

*Elsa*

Elsa Pagliery CPS  
2009-2010 President

*Next month: Nurturing ourselves during the holidays.*



## Award for Excellence – Nomination Deadline Approaching

The IAAP Award for Excellence was created in 1992 to recognize an employer organization that has established policies and programs to encourage and support the advancement and effectiveness of administrative professionals.

**Chapter Nominations for the 2010 Award for Excellence are due December 10, 2009.** If you would like to make a nomination, please read over the Award for Excellence Guidelines. The Nomination Submission Form can be found in the **Newsroom** section of the IAAP web site ([www.iaap-hq.org](http://www.iaap-hq.org)), under **Awards > Award for Excellence**. Questions about the Award for Excellence should be directed to Kathy Schoneboom CPS/CAP at 816-891-6600 x2227 or e-mail [kschone@iaap-hq.org](mailto:kschone@iaap-hq.org), or to Jennifer Mikic CPS/CAP at 816-891-6600 x2225 or e-mail [jmikic@iaap-hq.org](mailto:jmikic@iaap-hq.org).

## News from Ohio Division:

Read the latest Buckeye Broadcaster at:  
[www.iaap-ohio.org](http://www.iaap-ohio.org)



**International Association of  
Administrative Professionals®  
Columbus Chapter**  
P.O. Box 16053  
Columbus, OH 43216  
www.iaap-cols.com



## Street Wise Safety Training

On **November 18, 2009**, Tre' Lundquist of the Atlanta Metro Crime Prevention Task Force (A.M.C.P.), an independent Task Force of former law enforcement officers, will inform and provided us with ways in which we can reduce the chance of becoming a victim of crime by as much as 70%! The information presented provides excellent defense for workplace violence, as well as individual, home, and automobile safety.

Subjects covered in the program are:

- What you should do if someone attempts to rob you or a member of your family.
- What is an office creeper?

Don't miss out on this life-saving program!

Location: **Upper Arlington Senior Center, 1945 Ridgeview Road., Building #2.**

Please check all that apply:

- Guest  
 Meeting ONLY  
 Past President

Have a question about the meeting?

Contact:

**Barb Jackson CPS/CAP**, 4780 Mink Street NW, Johnstown, OH 43031  
 Cell: 614-361-1856 or Email: bjackson3@embarqmail.com

<b>PROGRAM:</b>	<b>6:00 p.m.</b>	<b>LOCATION:</b>	<b>Upper Arlington Senior Center</b>	<b>1945 Ridgeview Road Building #2</b>	<b>Upper Arlington</b>
-----------------	------------------	------------------	--------------------------------------	--	------------------------

**Menu:** Make your own Baked Potato bar with salad, dessert and drink

**Dinner/Meeting Cost:** \$14.00 Chapter Member \$20.00 Member at Large/Non-Member

**Meeting Cost Only:** \$5.00 Chapter Member \$15.00 Member at Large/Non-Member

**Mail/Email Registration to:** Barb Jackson CPS/CAP  
 4780 Mink Street NW  
 Johnstown, OH 43031  
 Cell: 614-361-1856  
 Email: bjackson3@embarqmail.com

*There will be a \$30.00 charge for returned checks*

Reservations/cancellation must be **RECEIVED** no later than **Friday, November 13, 2009.**

**Deadlines will be adhered to**

**Meeting Date:** November 18, 2009 **Make checks payable to:** Columbus Chapter, IAAP

**Name:** **Company Name:**

**Email:** **Phone:**

**Check one:**  CHECK  DISCOVER  M/C  VISA *Save my credit card number for future reservations*

**Amount enclosed:** \$ **Expiration Date:**

**Credit Card No:**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Address for credit card:**

**Signature:**