



# The Florida Division “SOLE”

International Association of Administrative Professionals®

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Hello Florida Division Members and welcome to the first edition of the Florida Division Sole!! It's going to be an exciting year and there are so many things I need to tell you about, so I am just going to get started.

## International Convention and Education Forum

**Delegates and Alternates** - When you arrive in New Orleans, please call my cell phone or my room at the Hilton and leave your contact numbers for me. I will be arriving on Saturday afternoon, staying at the Hilton. I need to have a cell phone and your room number. If you are not staying at the Hilton, please also give me the phone number of your hotel. This is in case we need to contact you for voting.

**Division Dinner** - The Division dinner will be Sunday, July 27 at 6:00 p.m. at Mother's Restaurant, located at 401 Poydras Street, just a few blocks down from the Hilton. Please RSVP to Joanne MacKenzie CPS/CAP by Wednesday, July 23 at [magnthat@atlantic.net](mailto:magnthat@atlantic.net).

**Division Photo** - Our Division photo is scheduled for Monday afternoon, July 28, at 4:45 p.m. Group Photo Location will be in Court Assembly on the 2<sup>nd</sup> floor.

## Leadership Education Conference

LEC is scheduled for Saturday, September 27. Our scheduled speaker is Patricia Smith, of The Smith Factor. Her presentation is called Unleashing Possibility... Living & Leading from Possibility to Create Breakthrough Results. On Friday, September 26, 4:00 p.m. - 6:00 p.m., we will host the first Committee Forum. Our Division Parliamentarian, Peggy Poole CPS, will take us on a light-hearted journey of parliamentary procedures and Robert's Rules. And the Division Board will concentrate on the Division and International Awards, reviewing the program changes and new requirements.



We are currently settling the final arrangements with the hotel and all information should be out by the end of the month.

### **FLAN**

Our first FLAN of the year will be hosted by Clearwater Chapter on Saturday, November 8. The location is: Hospice of the Florida Suncoast, 5771 Roosevelt Blvd., Clearwater, FL 33760. A flyer will be out in the next few weeks to give you all the final details and directions. Thank you Kathy and the Clearwater Chapter for hosting this event!

### **Directory Changes**

Please send any changes to the Division Directory to Secretary Candy Puls CAP at [Candace.M.Puls@aero.org](mailto:Candace.M.Puls@aero.org). The directory will reside on the Division Website and be available to Division members.

### **Division Website**

We are thrilled to be able to roll out the new Division website at [www.iaap-floridadivision.org](http://www.iaap-floridadivision.org). Be sure to check out the forums. We would love to hear from you. Webmaster Stephanie Ebright CPS/CAP has done a great job setting up our information. We would love to be able to post your seminars and special events for the year. Please email information and a contact email to Stephanie at [sebright@cfl.rr.com](mailto:sebright@cfl.rr.com). She has also posted the presentations and files from the Annual Meeting/Officers Forum.

I am so looking forward to this year of Excellence in Action! Thank you for allowing me to take this journey as your Division President!

*Laurie*

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