

**INCOMING VA-WV DIVISION PRESIDENT'S SPEECH
DORIS ENGLAND, CPS/CAP
ANNUAL MEETING, LYNCHBURG, VA
JUNE 27, 2009**

It is indeed a pleasure to be here tonight, addressing you as your Virginia-West Virginia Division President. As this night was approaching, I began to think about what I would say when I made my "acceptance speech." I tried to remember the speeches that I had heard other incoming division presidents make; and you know what, I could not remember what was said during any of those speeches, other than perhaps the "theme" that was introduced for the upcoming year. So tonight, I am hopeful that I will leave you with one or two things that you too will remember.

Before I begin discussing my plans for the upcoming year, I would like to take this opportunity to recognize some very important people in my life who are here tonight.

I have been a member of this association for 19 years, serving several officer positions on the chapter level, as well as chairing committees, before moving up to the division level. Throughout all those years, my husband has been a great supporter of my endeavors. So I would like to introduce my husband, Doug "Mack" England, who is here to support me tonight.

I would also like to recognize my executive, Dawn Hope Mullens, who is here with her husband, Greg, tonight. Dawn is the Assistant Municipal Auditor of the City of Roanoke, and she has been very supportive of my

activities in IAAP. Thank you, Dawn, for your support and for being here tonight.

I want to thank the members of my home chapter, the Roanoke Chapter, for encouraging me and wishing me well as I have moved upward in the division. You are the greatest! My chapter co-members are honoring me at a reception tonight right after this event, and all of you are welcome to attend.

There are also a number of past division presidents in attendance here this evening. These ladies have been wonderful role models for me and have helped me in so many ways. I would like to mention them by name: Gerri Richards, CPS/CAP; Amy Hall, CPS/CAP, and of course, my immediate predecessor, Teresa Henderson, CAP. There is also another lady in attendance tonight, who was division president a few years ago. She has been a great resource for our chapter; she has had so many wonderful experiences in IAAP, and has shared her wisdom with me and other members. I want to thank Coriene Dooley, CPS, for being here tonight. Her husband was planning to be here too, but could not because of health reasons, and we wish him well as he recovers.

Now I would like to talk to you about some of the plans we have for the upcoming year. The theme of International Headquarters this year is the "Power of Commitment." I have decided to adopt that same theme for my year as your division president. Our association has been working very diligently in recent years towards the branding initiative for our group, and I feel that by using this same theme, it will help to further that initiative. I do

have a tag line, though; I want to add a personal touch. That tag line is***reaching new heights***. When we are committed to a specific goal, we can indeed reach new heights.

The first goal I have towards “**reaching new heights**” for our division is to grow in numbers. This will be a challenge as the downturn in the economy has impacted our association. Fewer employers are supporting their administrative assistants by paying for membership dues and the cost of attending meetings such as this one. However, many of our members value being in this organization so much they pay for it themselves. We members realize the value we receive through membership in IAAP with the educational programs presented by chapters, divisions, and at the International level. It helps us to keep up-to-date in the ever-changing business world.

IAAP, internationally, has more than 40,000 members and 600 chapters across the United States and within our affiliates.

The Virginia-West Virginia Division is made up of 21 chapters and more than 900 members. We strive to create and promote ideas to attract new members to join. And in areas where there is no chapter close by, we work to form new chapters. I am happy to say that we have seven groups that are currently interested in forming new chapters. It is my goal to increase membership in our current chapters and to help bring these seven groups into the fruition of forming their chapters.

My second goal towards “**reaching new heights**” is to administer to the needs of our current members. It is my pledge to assist the Division’s chapter presidents and officers through leadership training, networking, and visiting with the chapters to do presentations. If a chapter is having difficulties or issues, I want to hear about them so we can work together to bring about a solution. We have plans for a leadership workshop this summer, for a professional development seminar this fall, and one, perhaps two, LAN meetings in the spring. LAN stands for Leaders Actively Networking. Through these sessions, we gain knowledge, encouragement, and renewed vision for our personal goals.

Thirdly, I wish to promote the image of IAAP and our administrative professionals. We can do this through media announcements of events such as those we have during Administrative Professionals Week. I would also like to build relationships with the businesses in our area that employ a support staff. If we are invited to present to the employees within these businesses, it will give us an opportunity to tell them about IAAP, which I sometimes think is the best kept secret around. For example, members of the Roanoke chapter did a presentation at the City of Roanoke that led to a gain of 10 new members as a direct result.

And now I would like to talk to you about the incentives that I will offer during my year as President.

2009-2010 Incentives

<i>Summit Award</i>	Member who recruits most new members July 1 – May 31	\$100
<i>Mountain Top Award</i>	Chapter that retains most members July 1 – May 31	\$100
<i>Hilltop Award</i>	Chapter with best civic program July 1 – May 31	\$100
<i>Corporate Award</i>	Best IAAP supporter (specific criteria – form will be distributed)	Plaque or other engraved item

We will also offer the chapters recognition for those having been judged the top three in each of three membership categories. The membership categories are chapters with 1-25 members, 26-50 members, and 51 plus members. This competition will be for the chapter brochures, newsletters, and Web sites.

We will again present the chapter achievement awards for activities, performed according to stated criteria, to the top chapter in each of the three membership categories. There will also be an award for the chapter that displays the greatest participation in the sponsorship of a student chapter.

Our chapters are very active and exert a positive, helpful image throughout their community.

I would like to conclude tonight by reciting a poem called “The Bridge Builder.” Participation in IAAP is like a bridge builder in that we help our members become better at their profession. We try to provide stepping stones toward success. The poem goes like this:

An old man, going on a lonely way,
came at the evening, cold and gray,
To a chasm vast and deep and wide;
The old man crossed the twilight dim,
the sullen stream had no fear for him;
but he turned when safe on the other side
and built a bridge to span the tide.
“Old man,” said a fellow pilgrim near,
you are wasting your strength with building here;
your journey will end with the ending day.
You’ve crossed the chasm deep and wide,
“Why build a bridge to span the tide?”
The builder lifted his old, gray head –
“Good friend, in the path I have come,” he said,
There followeth after me today
a youth whose feet must pass this way.
This chasm that has been naught for me,
to the fair haired youth may a pitfall be;
He too, much cross the twilight dim;
Good friend, I am building this bridge for him.”

Thank you all very much.