



Follow your passion
Find your purpose



59th KY Division Annual Meeting

June 3-5, 2011 • Georgetown, Kentucky

Agenda

Friday, June 3, 2011

- 3-8 pmRegistration – located at the conference room
- 6-7pmNetworking/Social Time/Light Meal - Open to all registered attendees
- 7-8:30pm“Succession Planning” with Virginia Boyd CPS/CAP, Director Southeast District
- 8:30pmDelegates Briefing

Saturday, June 4, 2011

- 8am.....Registration
- 8:30am.....**BUSINESS MEETING**
Special seating for division officers, chapter delegates, International and special guests
- Call to Order & IntroductionsJacky Ammerman, KY Div President
- Opening Ceremony
- National Anthem.....Kay Hays, CPS/CAP
- Pledge of AllegianceKay Hays, CPS/CAP
- Greetings and Welcome.....Jacky Ammerman, President
- 8:50am.....Recess

9am.....**Business Meeting (reconvenes)**

Report of Registration.....Gloria Stewart, CPS/CAP,
Treasurer

June 4, 2011 _____am

- _____ International Officers
- _____ International Trustees RtF
- _____ Institute for Certification
- _____ Institute for Education
- _____ International Personnel
- _____ International Committees
- _____ Division Officers
- _____ Chapter Delegates
- _____ Chapter Alternates
- _____ Members
- _____ Guests

_____ **Total Registration**

_____ Full Registration _____ Partial Registration

Roll Call and Quorum Check.....Laura Dziekonski, Secretary
 Adoption of Meeting AgendaLaura Dziekonski, Secretary
 Adoption of Meeting Rules.....Laura Dziekonski, Secretary
 Adoption of Meeting ProgramLaura Dziekonski, Secretary
 Approval of 2010 Annual Mtg Minutes.....Jacky Ammerman, President
 International Update.....Virginia Boyd, CPS/CAP, Director
 Southeast District

Reports of Division Officers

President.....Jacky Ammerman
 President ElectJulie Lee
 Vice PresidentPenny Weller, CPS/CAP
 SecretaryLaura Dziekonski
 TreasurerGloria Stewart, CPS/CAP

10:30am.....Recess

10:45am.....**REPORT OF CHAPTER DELEGATES**

Blue GrassMary Beth Shera, CAP
 Hopkinsville.....Wanda Hart, CPS/CAP
 LouisvilleSabrina Haug, CPS/CAP
 Northern Kentucky.....Juanita Trimpe, CAP

Paducah-Kentucky LakeJean Stegmann, CPS
Member-At-Large LiaisonKay Hays, CAP

10:57am.....**REPORTS OF COMMITTEES**

Bylaws and Standing RulesPenny Weller, CPS/CAP

ANNOUNCEMENTS

Lunch location / Misc.Joyce Jewell, AM Coordinator

11:30am-1pm**RECOGNITION LUNCHEON**

Special seating for division officers, International and Special Personnel, Past Division Presidents, Past Division SOTYs, Wilma Yeary Award Recipients, CPS and/or CAP Recipients/Recerts (1/1/10 – 12/31/10)

Welcome and IntroductionsJacky Ammerman, President

InvocationGail Varner, CPS/CAP

Lunch Served

PRESENTATION OF AWARDS

Certification and Recertification AwardsDebbie Hooper, CPS, Certification
and Education Chairman
Jacky Ammerman, President
Virginia Boyd, CPS/CAP, Director
Southeast District

SPECIAL RECOGNITION

Certificate of AchievementsJacky Ammerman, President

Omega Chapter CeremonyJacky Ammerman, President

ANNOUNCEMENTS

Seminar location / MiscJoyce Jewell, AM Coordinator

1-3pmIntroduction of Seminar SpeakerDebbie Hooper, CPS, Certification
and Education Chairman

EDUCATION SEMINAR

Neutralize Workplace DramaSusan Dummer, PhD

ANNOUNCEMENTS

Next business, etc.....Joyce Jewell, AM Coordinator

3-4pm**BUSINESS MEETING RECONVENES**

REPORTS OF COMMITTEES - continued

Certification & EducationDebbie Hooper, CPS
FinanceGloria Stewart, CPS/CAP
MembershipJoyce Jewell
NominationsRebecca Lucas, CPS/CAP
Strategic PlanCheri Collins, CPS/CAP/MOS
Wilma Yeary AwardKay Hays, CAP
Administrative Skills Task Force.....Gail King, CPS
Marketing.....
Past Presidents Council.....Wanda Hart, CPS/CAP
Procedures Manual.....Suzanne Stimson, CPS
WebmasterJacky Ammerman
2011 Annual Meeting CoordinatorJoyce Jewell
Parliamentary AdvisorDottie Everly, CPS
Retirement Trust Foundation (RTF)Jean Stegmann, CPS
Historian.....Laura Dziekonski

SPECIAL ORDERS

Approval of Tellers CommitteeJacky Ammerman, President
Report of Committee on NominationsRebecca Lucas, CPS/CAP
Election of Officers for 2011-2012.....Jacky Ammerman, President
Report of Tellers Committee

UNFINISHED BUSINESS

NEW BUSINESS

Appointment of Audit CommitteeJacky Ammerman, President
Annual Meeting InvitationAM Coordinator 2011-2012

GOOD OF THE ORDER

ANNOUNCEMENTS

Banquet location, Door Prizes, etc.....Joyce Jewell, AM Coordinator
New Officer Reception Invitation.....Juanita Trimpe, CPS

Saturday Evening, June 4, 2011

6-8pm**BANQUET**

Special seating for Division Officers, International and Special Personnel and Guests and new Wilma Yearly Award Recipient will be at head table)

Welcome and IntroductionsJacky Ammerman, President
InvocationGail Varner, CPS/CAP
Presentation of Wilma Yearly Award.....Kay Hays, CPS/CAP
Dinner
Silver Spirit AwardJacky Ammerman, President
Installation of 2011-2011 Officers.....Virginia Boyd, CPS/CAP
Director, Southeast District
Alice Schultz, CPS
Incoming President's AddressJulie Lee
Special Awards / Recognition.....Jacky Ammerman
Presentation of Gavel.....Jacky Ammerman
Final Report of Registration.....Gloria Stewart, CPS/CAP

June 4, 2011 _____am

_____ International Officers
_____ International Trustees RtF
_____ Institute for Certification
_____ Institute for Education
_____ International Personnel
_____ International Committees
_____ Division Officers
_____ Chapter Delegates
_____ Chapter Alternates
_____ Members
_____ Guests

_____ **Total Registration**

_____ Full Registration _____ Partial Registration

ANNOUNCEMENTS

Location for Incoming Officer Reception.....Joyce Jewell, AM Coordinator

ADJOURN

Sunday, June 5, 2011

7-8:45amBreakfast

8:45am.....**JOINT BOARD MEETINGS**

Open to all members. Special seating for division officers, chapter delegates, International/Special Personnel, 2011 Wilma Yeary Award Recipient)

Welcome and IntroductionsJulie Lee, President
Call to OrderJulie Lee, President
Invocation | Spiritual MessageGail Varner, CPS/CAP
Roll Call and Quorum Check.....Secretary
Approval of Winter Board MinutesJulie Lee, President
Reports of Officers
President.....Julie Lee, President
President ElectPenny Weller, CPS/CAP
Vice President
 Review Proposed Int'l Bylaw Amendments
SecretaryLaura Dziekonski
 Approval of Winter Board Minutes
TreasurerGloria Stewart, CPS/CAP
 Present draft of 2011-2012 Budget

NEW BUSINESS

Approval of 2011-2012 Committee ChairJulie Lee, President
Approval of Board Meeting Sites &
 Registration Fees.....Julie Lee, President
EFAM Delegate/Alternate/Proxy.....Julie Lee, President

GOOD OF THE ORDER

ANNOUNCEMENTS

ADJOURN