



"The Strait Facts"
Prince Edward Island Chapter Newsletter
November 2005
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The **deadline** for the December issue of "The Strait Facts" is November 30th. Please submit your articles, photos, tidbits etc. to the Newsletter Committee.

President's Message.....

A job, a career, a calling, which do you have? Do you know the difference? Is there a difference?

This past week I was fortunate enough to attend a great workshop on just these questions. The workshop's title was "Love Your Job". The speaker, Peter Davison from Halifax was GREAT! So upbeat! He brought to the forefront some very good questions and used some great examples that I had never thought much about. Do you think TGIF or TBIF (Too Bad it's Friday)? This is not to say we should love to be at work all the time, or want to be. What Mr. Davison was saying was we should love what we are doing and live for every moment. The question on everyone's minds should be, "Why are you smiling?"

One analogy Mr. Davison used was that of a young elephant - to train baby elephants, they chain them by one leg to a post. This will allow them to only move so far. As they feel the tug on their leg they will learn to stop and are kept within certain boundaries. To ensure they have learned this lesson, they take away the chain and replace it with a light rope, the baby elephant doesn't even need to feel the tug to know the boundaries. Are we like the elephant, do we tell ourselves we can only go so far? Do we have a chain on our imagination?

Only 10% of our life is what happens, 90% is our perception. These two add up to 100% which in turn equals our experience. This experience creates our beliefs and leads to our actions.

Mr. Davison also suggested that for us to enjoy our jobs, to see our purpose and be good to others we need to be good to ourselves. One quote he used was "Husbands and wives may come and go. Jobs and houses come and go but, you are the only person you are guaranteed to spend the rest of your life with". He suggested to feel fulfilled you need to be selfish; you need to have something in your life that is just for you. It is your time, not family time, not work time, YOUR TIME. While you are thinking of what this may be for you, make a "love list". It is a list of everything you love. It is a list that should never end. You should be able to find something everyday or every week that you can add to that list. Take time to look at your list. This list will inspire you to live your best life.

Millie Howatt, President
 PEI – IAAP Chapter

"The pain of regret outweighs the pain of discipline."



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2005-2006

2005-2006 Executive

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Nominations (TBA – Feb. '06)

Fundraising Committee Update

Fall fundraising efforts are being put into a Raffle Basket Draw. The winner will be drawn at our Christmas meeting on December 13th. Please remember to donate items for the basket and don't forget your ticket sales. If you need more tickets or information on dropping off items for the basket, please contact me at Judy.Gallant@vac-acc.gc.ca. Thank you for your cooperation.

Judy Gallant
Fundraising Committee Chair



Upcoming Fun Events:



- ☞ Nov. 16th - Card Creations
- ☞ Nov. 22nd - Dessert & Design night at the Delta featuring Christmas designs with Sherri Dixoon MacLeod.
- ☞ Nov. 30th - Christmas Wreath/Centerpiece Making with Sherri Dixon MacLeod.
- ☞ Dec. 13th - Christmas Party with gift exchange (\$5.00 limit).

Office Managers/Admin Professionals:

Looking for refreshing and creative ways to continue your learning?

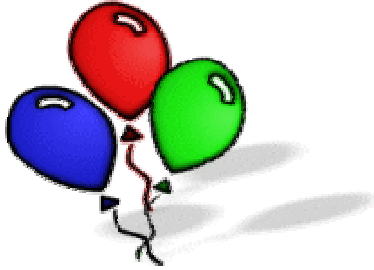
In an exit survey, graduates of the 2004 UPEI **Administrative Professional's Development Program (APDP)** said that the program "enhanced my performance of my administrative role"; and helped them "feel more flexible about adapting to changes in my job, or transfers to a different job". Participants also agreed that the APDP helped them "improve relations with co-workers" and "be more positive about my work day". Apply online today www.upei.ca/mpp/apdp **Course begins January 24, 2006!**



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Birthday wishes were recently sent to our following members:

- Holly Smith
- President Millie Howatt



The colors of the palette symbolize the following:

- Red** – Canada (maple leaf on flag)
- Navy** – Affiliates (connected by the oceans)
- Green** – Northeast (trees)
- Purple** – Northwest (mountains)
- Yellow** – Southeast
- Orange** – Southwest
- Black brush** – International Board
- Shadow of the brush** – mentoring

Education Meetings

(©=confirmed)

(Meetings held in the Faculty Lounge, Main Bldg., UPEI)

- November 8:** Today's Office" with Dianne Wright (Lyreco). **c**
- December 13:** Christmas Party / gift exchange - Faculty Lounge, UPEI
- January 10:** Nutrition with Amanda Rodgerson. **c**
- February 7:** "Utter Talk" (public speaking) - Speaker TBA.
- March 14:** "Crafting Your Career" (how to develop the perfect career portfolio) with Millie MacKenzie. **c**
- April 11:** "Rev up your CPU" (minor computer repairs).
- May 9:** "Event Planning" (field trip to the Delta)?
- June 3:** Retreat - Beaumaaris?

IAAP Meeting Dates 2005-2006

General meetings will be held on the 2nd Tuesday of each month (unless otherwise specified). Executive Committee and Chairs will meet on the last Wednesday of each month.

Please reserve the following dates in your calendars.

Month	General Meeting Dates	Executive Meeting Dates
November	8	30
December	13	No Meeting
January	10	25
February	7***	22
March	14	29
April	11	26
May	9	31
June	3***	TBD

Notes:

- February meeting is moved to 1st Tuesday to allow everyone to celebrate Valentine's Day.
- June – no general meeting – morning planning retreat scheduled for first Saturday in June.

Did you know.....

- ✓ that it's never too late to be what you might have been.
- ✓ that our PEI – IAAP Chapter is in need of a Secretary now.
- ✓ that a friend is a person with whom you dare to be yourself.
- ✓ that one ounce of parsley provides 43% of the recommended dietary allowance for vitamin C and 18% of the RDA for iron in men (12% in women) – plus 1 mg of beta-carotene.
- ✓ that Christian women have one husband....it's called monotony!
- ✓ that children between the ages of 2-17 average 15,000 – 18,000 hours of TV watching, which has been associated with childhood obesity. That's equal to three years of their working lives.
- ✓ that brown sugar and white sugar – both sucrose. The difference: brown sugar has a small amount of molasses added for color and flavoring. But it has no nutritional advantages over its white counterpart.
- ✓ that IAAP was founded in 1942 and it is the largest association for admin support staff.

CONGRATULATIONS TO:

- ⇒ **President Millie Howatt on her new position with the Director of Child Welfare Designation and Social Policy. Best wishes Millie!**
- ⇒ **President-Elect Millie MacKenzie (photo below) on receiving her Practitioner Level One Certificate, presented by Minister of Education, Mildred Dover. Millie works at Sandwave, Holland College. Well done Millie!**



IAAP Greeters 2005-06

September	Edith Cardy Barb Curley
October	Lori Comeau Adele Gillis
November	Janet Prentice Sandra McDonald
December	Millie Howatt Millie MacKenzie
January	Heather Russell Rita Saunders
February	Holly Smith Audra Bulger
March	Gale Taylor Mary McAskill
April	Michelle McKearney Dianne MacLean
May	Sharon Martin Judy Gallant

If your name is not listed, you are down as an alternate. If your name appears and you are unable or would rather not act as a greeter, please contact Millie and she will move an alternate to that position. Please make visitors/new members feel welcome by asking them to sit with you for dinner. Your help is greatly appreciated.

Secretary's Prayer

Dear Lord, help me to do my work well, to have the memory of an elephant, the patience of a saint and the hide of a rhinoceros.

And when the boss asks me to stay late to type a three page letter that absolutely must go out today and he doesn't get around to signing it until tomorrow, please help me to keep my mouth shut.

Dear Lord, never let me lose patience, even when the boss has me searching the files for hours for something that is later discovered on his desk!

Help me to have the knowledge of a genius although my education is limited to high school and secretarial training.

Let me always know exactly where my boss is and when he will be back, even though he never tells me when he leaves.

Help me understand and carry out all instructions without any explanation.

And Lord, when the year ends, please give me the foresight not to throw out records that will be asked for in a few days, even though I was told emphatically "Destroy these, they are cluttering up the place"!

Author unknown



Lest We Forget

In Flanders Fields

*In Flanders fields the poppies blow
Between the crosses, row on row
That mark our place; and in the sky
The larks, still bravely singing, fly
Scarce heard amid the guns below.*

*We are the Dead. Short days ago
We lived, felt dawn, saw sunset glow,
Loved and were loved, and now we lie
In Flanders fields.*

*Take up our quarrel with the foe:
To you from failing hands we throw
The torch; be yours to hold it high.
If ye break faith with us who die
We shall not sleep, though poppies grow
In Flanders fields.*

- John McCrae

