



**ASSOCIATION OF ADMINISTRATIVE ASSISTANTS
ASSOCIATION DES ADJOINTS ADMINISTRATIFS**

Barrie / Simcoe County Branch ~ Schedule of Events for 2011 - 2012

Date / Time	Event	Location
Thursday September 15 6:00 - 8:00 pm	2011-2012 Speaker Series Launch	Live and Online Georgian College, Barrie Campus Building K, Room 203
	Webconferencing 101 and Beyond <i>Deborah Alcock, Clickety-Quick</i>	
Thursday October 20 6:00 - 8:00 pm	Easy Email Newsletters <i>Linda Dessau, Content Mastery Guide</i> <i>Dayna Tash, SAAVI</i>	Suiteworks 92 Caplan Avenue, Barrie
Tuesday November 29 6:00 - 8:00 pm	Make Your Voice Heard <i>Jacques Brunet</i>	Herb 'n Sage (Christmas Event) 559 Essa Road, Barrie
Wednesday February 1 6:00 - 8:00 pm	Car Care <i>Schmidt & Shaw Auto Sales and Service</i>	Schmidt & Shaw 445 Blake Street, Barrie
Tuesday March 6 6:00 - 8:00 pm	Information Technology <i>Deborah Alcock, Clickety-Quick</i>	Suiteworks 92 Caplan Avenue, Barrie
Wednesday April 25 6:00 - 8:00 pm	Annual General Meeting Effectively Managing Your Time <i>Margaret Harlos, Living Organized</i>	Kempfenfelt Conference Centre 3722 Fairway Road, innisfil
Friday June 15 <div style="border: 2px solid black; padding: 2px; width: fit-content;"> Hospitality Suite - Thursday evening June 14 </div> TBA	Professional Development Day TBA	TBA

Nominal fee¹ of **\$10 for Guests / Members are Free** for meetings, excluding dinner & special events which are noted above.
Doors open 30 minutes prior to start time to encourage networking and socializing.

¹ Subject to change without notice

For further information please contact: Belinda Marcellus, President
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 or call: 705.722.3559 ext 388

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