



ASSOCIATION OF ADMINISTRATIVE ASSISTANTS  
ASSOCIATION DES ADJOINTS ADMINISTRATIFS

*Hamilton Branch*

*2010 – 2011 Meeting and Speaker Series  
“Professionalism Through Education”*

Date	Event	Speaker
Thursday, September 16, 2010	Qualified Administrative Assistant Program. Come and learn about the certificate program at McMaster University	Todd Rich, Continuing Education, McMaster University
Thursday, October 21, 2010	55th Anniversary Branch Celebration	Barbara A. Gardiner, Branch Manager Meridian Credit Union
Thursday, November 18, 2010	Dealing with Stress	Heidi Cowie , Stress Chat
Thursday, December 16, 2010	<b>Branch Holiday Season - Social - Details to Follow</b>	
Thursday, January 20, 2011	Why Walk when you can Fly Goal setting and challenges	Adele Alfano, Inspirational Keynoter, Seminar Leader Canada's Diamond Coach
Thursday, February 17, 2011	Networking	Donna Messer ConnectUs Communications Canada
Thursday, March 17, 2011	Savvy Organizing Seminars	Julie Stobbe, Trained Professional Organizer, Mind Over Clutter, Adele Lapointe, Chaos to Clarity
Thursday, April 19, 2011	<b>Annual Administrative Professional Educational Seminar Details to Follow</b>	
Tuesday, April 21, 2011	<b>Branch Annual General Meeting</b>	
Thursday, May 19, 2011	Fitness/Dance Lesson	Ann Marie Forstner Premier Fitness Club
	2010/2011 Hamilton Branch Charity Cheque Presentation	
Thursday, May 26, 2011 to Saturday, May, 28 2011	<b>2011 National Annual AGM and Q.A.A. Graduation Edmonton, Alberta</b>	
Thursday, June 16, 2011	<b>Branch Social Event - Details to follow</b>	

The Scottish Rite Club of Hamilton - 4 Queen Street South - Hamilton

5:30 p.m. cocktails      6:00 p.m. dinner

**\$23** for members

**\$30** for non-members (Dinner & Speaker)

**\$10** (Speaker only)

- cheques made payable to: Association of Administrative Assistants - Hamilton Branch

*RSVP*

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Don't forget your change  
for the donation jar to raise funds for our Annual Charity - 2010/2011 Charity