



ASSOCIATION OF ADMINISTRATIVE ASSISTANTS
ASSOCIATION DES ADJOINTS ADMINISTRATIFS

Hamilton Branch

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

Date	Presentation	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	55 th Anniversary Celebration and presentation - Life Lessons	Barbara A. Gardiner, Branch Manager Meridian Credit Union
Thursday, November 18, 2010	Dealing with Stress	Heidi Cowie , Stress Chat
Thursday, December 16, 2010	Branch Holiday Season - Social - Details to Follow	
Thursday, January 20, 2011	Why Walk When You Can Fly Goal Setting and Challenges	Adele Alfano, Inspirational Keynote, 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
Tuesday, April 19, 2011	Annual Administrative Professional Educational Seminar Details to Follow	
Thursday, April 21, 2011	Branch Annual General Meeting	
Thursday, May 19, 2011	Fitness/Dance Lesson	Ann Marie Forstner Premier Fitness Club
	2010/2011 Hamilton Branch Charity Cheque Presentation to Neighbour To Neighbour	
Thursday, May 26, 2011 to Saturday, May, 28 2011	2011 National Annual AGM and Q.A.A. Graduation Edmonton, Alberta	
Thursday, June 16, 2011	Branch Social Event - Details to follow	

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

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

\$23 - Members

\$30 - Non-members (Dinner & Presentation)

\$10 - Non-members (Presentation 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 Neighbour To Neighbour - our 2010/2011 Charity