



# THE SPINNAKER



VOLUME 18, ISSUE 5

BAHIA CHAPTER, NEWPORT BEACH, CALIFORNIA

NOVEMBER 2011

## PRESIDENT'S MESSAGE

The summer days are just about over. The days are getting shorter and the weather cooler. It's usually still dark when I get up in the morning. And in California, just when you think autumn has arrived, a hot summer day creeps in here and there—as if summer is not yet ready to give up.

Fall is a lovely time of year. It brings such a display of colors, with all the warm golds, yellows, oranges, and rusts. While walking the dog one evening, I even found some bright red leaves. I used them at work as our fall decoration, adding a few pinecones that I found on the way back to work from lunch, some mini pumpkins, and filled in with some fake gourds and wooden crafts left from previous years—not bad. That's what I call "seasonal" decorating. Taking children for a walk in the fall is always an adventure, too. They love picking up leaves and acorns, then putting their "prizes" on display when they get home.

The fall season also reminds us that the hustle and bustle of the holidays is just around the corner. No matter how early I start shopping, baking, or writing out Christmas cards, etc., the holidays always have a way of "sneaking" up on me. But for now, I like to focus on the beauty at hand because it doesn't last long enough. November and December are probably the busiest two months of the year.

I'm looking forward to the November meeting and seeing everyone. The speaker will talk to us about identity theft—one of the dreaded crimes of our time. It may touch any of us at some time or another. For those of you who missed the October meeting, we had a really good speaker, and Sandy Reid gave a wonderful inspirational message.

Please try to bring a little loose change for the piggies on the tables. That's for the Research and Education Foundation. The program will help cover the cost of attendance to the 2012 EFAM for temporarily unemployed admins or those who have never been to EFAM before. This effort is part of the foundation's commitment to helping admins reach and maintain their professional edge. The call for scholarship applications opened on October 1, and they will be accepted through January 31, 2012. There is a new R&E section on the IAAP website.

Until next month,

*Beverly Lipscomb, CPS/CAP*



## ITEMS OF INTEREST TO BAHIA MEMBERS

### BAHIA CHAPTER BOARD

JULY 1, 2011—JUNE 30, 2012

#### President

Beverly Lipscomb, CPS/CAP

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#### Vice President

JoAnn Thompson

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#### Treasurer

Norma Baltodano, CPS/CAP

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#### Membership Chair

Joan Snyder, CPS/CAP

T: 949.399.0600, ext. 5007

email: joans@diehlevans.com



HAPPY BIRTHDAY!

Yvonne Helms, CPS

November 28



HAPPY ANNIVERSARY!

Sydney Alexander, CPS/CAP 1986

Patricia Beucler 1996

Christine Paquette, CPS/CAP 1998

### BAHIA'S BULLETIN BOARD



**BOARD OF DIRECTORS MEETING:** The next Bahia board of directors meeting will be January 28 at 9 a.m. at the home of Norma Baltodano, CPS/CAP. Norma's address is 8891 Blackheath Circle, Westminster, 92683. Phone: 714.843.6525. All Bahia members are welcome to attend. Please contact either Beverly Lipscomb CPS/CAP or Norma for directions or MapQuest it.



**WANT TO SEE YOUR NAME IN PRINT:** Do you want to be a writer? *Spinnaker* articles are written by YOU! Email your article on a topic of interest to administrative professionals to JoAnn Thompson at joannt67@yahoo.com. The deadline for submission of articles for the December issue is Friday, November 18.



**JOBS:** If you are in the job market for a new position or wish to advertise a job opening, please contact Vee Molinari, CPS/CAP, at veemolinari@yahoo.com.

## BAHIA CHAPTER MONTHLY MEETING

**THURSDAY, NOVEMBER 10, 2011, 6 P.M.**

**THE DOUBLETREE CLUB HOTEL  
SANTA ANA, CALIFORNIA**

### **Identity Theft: Deter, Detect, Defend**

**Presented by:**

**Heather Johnson, Certified Financial Educator  
Consumer Credit Counseling Service of Orange County**



Heather, certified through the National Foundation for Credit Counseling, has taught over 8,000 consumers on topics such as budgeting, credit reports, identity theft, home purchasing, as well as many other financial topics. She was a runner up for the 2011 National Educator of the Year and graduated with honors from Cal-State Long Beach in Family Life Education.

Heather's presentation will touch on many very interesting topics, including:

- Identifying multiple ways to reduce the likelihood of becoming a victim of identity theft
- Obtaining your credit report and other personal records
- Explaining what steps to take if you are a victim of identity theft

Heather loves assisting consumers to take control of their finances and reach their financial goals.

The cost for the dinner and meeting is \$25 with reservations; \$28 without reservations. Reservation deadline is Tuesday, November 15. Reservations may be made by calling Vee Molinaro at 714.647.1640 or e-mailing her at [veemolinaro@yahoo.com](mailto:veemolinaro@yahoo.com). To be placed on Bahia's standing reservation list, please complete Bahia's monthly meeting standing reservations request which may be downloaded from [www.iaap-bahia.org](http://www.iaap-bahia.org).

**Note:** The Doubletree Club Hotel charges for parking. Since Bahia is a preferred account, our members are eligible for complimentary self-parking. Tell the parking attendant that you are with IAAP, and you will be directed to the self-parking area. As an option, the Doubletree offers valet parking. Valet rates range from \$5 to \$14.

## NEWS FROM INTERNATIONAL

### NOMINATIONS FOR INTERNATIONAL OFFICE OR RETIREMENT TRUST FOUNDATION TRUSTEE

The following documents may be downloaded from the [Call for Nominations](#), section in the IAAP web community document library:

- Official Notice for International Office
- International Office Candidate Application
- Official Notice for Retirement Trust Foundation Trustee
- Retirement Trust Foundation Trustee Candidate Application

Individuals are required to **submit** all forms **via e-mail**. The Committee on Nominations Chairman will confirm receipt of any nomination within three business days.

Nomination forms are to be completed and sent via e-mail to the Chairman of the Committee on Nominations, the Executive Director and the respective chapter, division or affiliate president for acknowledgement of nomination. **Note:** For International Office candidates, the IAAP International Bylaws and Standing Rules state that any chapter or affiliate association, by vote of its members, may nominate only one of its qualified members as a candidate for international office and must do so prior to January 15, 2012. Any division, by a vote of its board of directors, may nominate only one of its qualified division members-at-large as a candidate for international office and must do so prior to January 15, 2012.

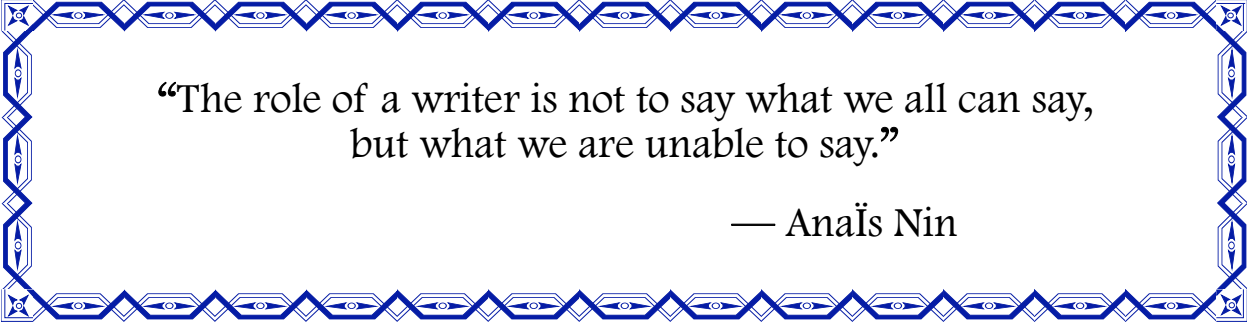
The application must be received **by e-mail no later than 5 p.m. CST January 15, 2012**.

Candidates may not conduct an educational workshop at the 2012 IAAP International Education Forum and Annual Meeting. Candidates may not serve as a 2012 annual meeting coordinator or co-coordinator. After election, members of the International Board of Directors are required to sign and adhere to the following document: International Board of Directors Code of Ethics. After election, all Retirement Trust Foundation Trustees are required to sign and adhere to the following document: Confidentiality Agreement and Conflict of Interest Statement.

All nomination submissions will be reviewed by the committee after the deadline of January 15, 2012. **Applications found to be incomplete will be disqualified.** Candidates will be informed by February 1, 2012, of acceptance or non-acceptance of candidacy.

Committee on Nominations Chairman e-mail: [mrdrow@iaap-hq.org](mailto:mrdrow@iaap-hq.org)

Executive Director e-mail: [executivedirector@iaap-hq.org](mailto:executivedirector@iaap-hq.org)



“The role of a writer is not to say what we all can say,  
but what we are unable to say.”

— Anaïs Nin

## WAYS & MEANS UPDATE



If you forgot to order from our Nuts and Candy Fundraiser, don't worry! The delicious nuts and candies will be available at the ways and means table at our November 10 dinner meeting.

Don't forget to order your See's Christmas candies. Preorders are due to Patty Masuda (Fax: 562.797.5750 or email [patty.s.masuda@boeing.com](mailto:patty.s.masuda@boeing.com)) by December 1, 2011. Please see the accompanying See's pre-order flier for pricing and available selections. Delivery of your See's orders will be at our dinner meeting on December 8.

Please support your chapter!

Many thanks,

Patty Masuda, CPS  
Ways & Means Chair



**UPWRITE PRESS**

[www.upwritepress.com](http://www.upwritepress.com)

**Writing eTips**

mid-month mini

### **Word Pair of the Month: *Tenant, Tenet***

Don't get this month's words, *tenant* and *tenet*, mixed up. A *tenant* is a person who rents property from someone, while a *tenet* is a principle or belief held by members of a group to be true. The difference between the two words lies in their second syllables.

Say the words out loud, carefully enunciating those second syllables, to get the distinction to stick. Then remember this sentence: "The *tenant* held to the *tenet* that the landlord should cover repairs."

*An excerpt from Writing eTips, October 17, 2011  
UpWrite Press Newsletters*

<http://www.upwritepress.com/etips>

