

International Association of Administrative Professionals  
Kachina East Valley Chapter  
Minutes January 12, 2010  
Fiesta Inn Resort, Tempe

**Members Attending:**

Nancy Rung CPS, Cheryl Amick, Phyllis Chase CPS, Jessica Cherry CPS/CAP, Suzanne Daniel CPS/CAP, Sherian Fleming, Marina Higdon, Michelle Johnson CAP, Rose Kallevig, Theresa Lovato CPS/CAP, Denise Malavasi CPS/CAP, Nancy Riley CPS, Pamela Ruiz, Diane Wiese, Cynthia Leedom CAP, Janice Cissna CPS, Lee Cordilla, Sherry Brogni CPS/CAP, Phyllis Chase CPS, and Yvonne Miles.

**Call to Order**

Nancy Rung, CPS, President, called the meeting to order at 7:40 p.m.

**Financial Report –**

- The November accounting has been distributed and posted  
Theresa Lovato, CPS/CAP, Treasurer, presented the November Financial report. There being no discussion the November Treasurer's report were filed for audit.
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Theresa Lovato CPS/CAP, Treasurer, presented the December Financial report. There being no discussion the December Treasurer's report were filed for audit.

**Meeting Minutes**

- The November meeting minutes were posted and distributed  
  
Sherian Fleming, Secretary, presented the November minutes. There being no discussion the minutes were adopted as written.

**Introduction of New Member**

- Yvonne Miles, Vice President of Membership, welcomed Janice Cissna to IAAP, Kachina Chapter by administering the oath and giving her a small token of congratulations.
- Janice Cissna CPS was also recognized for recently receiving her CPS Certification by Nancy Rung CPS, President

**Good of the Order** Nancy Riley CPS thanked Gammage and Michelle Johnson CPS, on behalf of Kachina Chapter, for the "Annie" tickets

**Next Meeting:** Tuesday, February 9, 2010

Meeting Adjourned : 8:00 p.m.

