

**International Association of Administrative Professionals  
Kachina East Valley Chapter  
Minutes February 9, 2010  
Fiesta Inn Resort, Tempe**

**Attendance**

- **Board Members:**  
Nancy Rung CPS, Marina Higdon, Nancy Riley CPS, Yvonne Miles, Sherian Fleming, Theresa Lovato, CPS/CAP
- **Members:**  
Cheryl Amick, Denise Malavasi CPS/CAP, Diane Wiese, Donna Ward, Dorothy Galvez CPS/CAP, Janice Cissna CPS, Jan Cramer, Jan Mahoney, Jessica Cherry CPS/CAP, Katie Daggett, Lee Cordilla, Michelle Johnson CPS/CAP, Pamela Ruiz, Patricia Koblewski, Phyllis Chase CPS, Rose Kallevig, Sheryl Hand CPS, Susan Bozile, Suzanne Daniels CPS/CAP, Temple Fierros, Veronica Morales

**Call to Order**

- Nancy Rung CPS, President, called the meeting to order at 8:17 p.m.

**Financial Report**

- The January Treasurer's report was filed for audit

**Meeting Minutes**

- The January meeting minutes were adopted as presented by Sherian Fleming, Secretary

**Introduction of New Members**

- Yvonne Miles, Vice President of Membership, administered membership oaths to Susan Bozile and Patricia Koblewski

**APW Event**

**Motion :**

- To proceed with Administrative Professionals Week (APW) April 22, 2010 with other chapters was adopted

**Nominating Committee**

- Pamela Ruiz was elected chair of the Nominating committee.
- Rose Kallevig and Lee Cordilla were appointed to the committee

**Good of the Order**

- None at this time

Meeting Adjourned: 8:45 p.m.

Minutes respectfully submitted by:  
Sherian Fleming, Secretary, Kachina East Valley Chapter