



Florida Region

Administrative Personnel Association of the Presbyterian Church, U.S.A.

MINUTES

EXECUTIVE BOARD MEETING, FLORIDA REGION
ADMINISTRATIVE PERSONNEL ASSOCIATION OF THE PC (USA)
May 11, 2011 - 7:00 p.m. / Palm Beach Gardens, Florida

Barbara Prieto
President

Allyson Criminger
President-Elect

Yolanda Bengo
Treasurer

Paula O'Connor
Secretary

Shari Lowe
Scholarship Chair

Nancy Fine
Membership Chair

Debbie Burleigh
Certification Chair

Allyson Criminger
Communications Chair

Jackie Ritter
Conference Administrator

Barbara Yatrousis
Parliamentarian

Carol McMichael (2012)
Nominating Committee

Virginia Gowell (2012)
Nominating Committee

Ellen Yates (2013)
Nominating Committee

Lynn Anderson (2013)
Nominating Committee

PRESENT: Barbie Prieto, Allyson Criminger, Paula O'Connor, Lynn Anderson, Yolanda Bengo, Ginny Gowell, Ellen Yates, Debbie Burleigh, Nancy Fine, Jackie Ritter, Barbara Yatrousis

ABSENT/EXCUSED: Shari Lowe

The meeting was called to order at 7:00 p.m. by President, Barbie Prieto.

Jackie Ritter opened the meeting with prayer.

We shared our joys and concerns.

The agenda was *approved* as submitted.

Minutes from the 2010 Florida Region Executive meeting and the Florida Region Business meetings were *approved* as submitted.

Treasurer Report received as information.

The Florida Region *approved* the following recommendations from the Nominating Committee and Barbara Prieto conducted the installations:

Secretary (Class of 2013) – Paula O'Connor
Treasurer (Class of 2013) – Yolanda Bengo
Membership Chair (Class of 2015) – Nancy Fine.

There being no further business, Barbara Prieto closed the meeting in prayer.
Meeting adjourned at 8:35 p.m.

Respectfully submitted

Paula O'Connor
Secretary

Administrative Personnel Association

Income and Expense Report • Date(s) May 2010 - May 2011
Florida Region

INCOME

Dues Distribution	<u>\$ 868.00</u>
Regional Conference Income	<u>9902.00</u>
Regional Scholarship Income	<u>70.00</u>
Interest Income	<u> </u>
Fundraiser Income	<u>553.25</u>
Other (Please describe)	<u>CD - around \$10,500.00</u>

EXPENSES

Regional Conference Expense	<u>8196.00</u>
Supplies	<u>28.50</u>
Postage/Printing	<u>96.75</u>
Officer Travel to Conference(s)	<u>2154.32</u>
Scholarships Awarded	<u>0</u>
Fundraisers/Gifts	<u>290.22</u>
Other (please describe) Website	<u>175.67</u>

Minutes
Greater Midwest Regional APA Annual Meeting
The United Presbyterian Church, Peoria, IL
April 8, 2011

Present:

Julie Bainbridge Linda Bridges, Trish Deppermann, (President), Bonita Gilchrist (Secretary), Judy Pickett, Janis Klockenga; Patti Parrish; Vicki Thordsen, (President Elect); Becky Vogt, (Treasurer); Tiffany Ward, (Vice Certification Chair) and Lori Yoder, Membership Chair

Call to Order Devotional:

Trish Deppermann called the meeting to order at 4:15 p.m. and opened the meeting with prayer.

Minutes for April 23, 2010:

The minutes for April 23, 2010 were approved as distributed.

Motion Carried

Treasurer's Report:

- Becky Vogt stated that on March 8, 2011 the financial records of the APA – Greater Midwest had been reviewed and found to all be in order by Christ Rodgers and Jenny Scheibe of the Presbyterian Church of Washington. See attached letter
- Becky Vogt presented the treasurer's report along with the proposed budget for 2011-2012. After some discussion, the proposed 2011-2012 Budget was approved with two modifications. See attached proposed budget. **Motion Carried**
- Judy Pickett made a Motion to donate \$25.00 to Cathy, who makes the APA bracelets. The check would be a token appreciation for her dedication to APA. **Motion Carried**

Certification Report:

- Tiffany Ward reported that four persons would receive pins and certifications in Church Administration of the APA, Presbyterian Church (USA). They have completed the required hours of study and their names will appear in the PCUSA Directory according to the Book of Order, Section G-14.0802 – G-14.0804 pertaining to Certified lay Employees.

Nominating Report:

- Trish Deppermann reported that the Nominating Committee would be composed of the Executive Committee members until such a time that membership of the Greater Midwest has more members to serve on this committee.
Approved by Consensus
 - Bonita Gilchrist agreed to serve as Secretary for 2012-2014
 - Becky Vogt agreed to serve as Treasurer for 2012-2014 **Motion Carried**
- Judy Pickett made a motion that the Membership Chair write letters to encourage continued by members who have not paid dues. **Motion Carried**

2011-2012 Nominating Committee:

President, Trish Deppermann

President - Elect, Vicki Thordsen

Secretary, Bonita Gilchrist

Treasurer, Becky Vogt

Certification, Emily Holman

Membership Chair, Lori Yoder

Vice-Chair Certification, Tiffany Ward

Old Business:

- Trish Deppermann will make an inquiry about the status of each region sending \$50 a year for the General Assembly Booth. She will make a report to the membership.
- An explanation and review of the national and Regional Scholarship policy and process was given by Becky Vogt.
- Trish Deppermann reviewed the policy for securing leaders for classes. The leader will receive an honorarium of \$75 for 2.5-hour class, \$150 for a 5.0-hour class or mileage; not both.

New Business:

- The National Conference for 2011 will be held in Las Vegas, NV, November 3-6, 2011
- The National Conference for 2012 will be held in San Antonio, TX in September 2012
- There was discussion on the value, advantages and disadvantages of hosting a Regional Conference annually. The discussion touched on having a Regional Meeting at the National Conference. After consideration and more discussion and taking a survey it was decided that we would have a 2012 Greater Midwest Conference in Waterloo, Iowa. Kaylene Hoskins volunteered to plan and host the event.
- Trish Deppermann made a motion to give \$50.00 to a local charity, Esther House, provides shelter for abused women & children. **Motion Carried**

Recognition of Certification:

Tiffany Ward, Vice Certification Chair presented the following awards:

- **Level II** – Trish Deppermann and Kaylene Hoskins
- **Level III** – Linda Bridges and Vicki Thordsen

Installation of Officers:

- Trish Deppermann installed Becky Vogt as Treasurer and Bonita Gilchrist as Secretary for Two Year Terms, 2012-2014

Adjournment – Closing Prayer:

The meeting was adjourned with prayer at 6:30 p.m.

Heartland Region Report for National

Our Columbus based planning team has been working hard to offer an educational and fun regional conference next April 20-21, 2012. Pat Rose reports they've signed a contract with the Clairon Hotel - the same hotel we used the last time we were in Columbus. Pat also said the room rate is the lowest we've had in many years, around \$64. Mark the date on your calendar and plan to be with your APA sisters in Ohio in April.

Please continue to keep our APA sister, Addie Marceau in your prayers. Addie is doing well. She is back to work and has announced her retirement date of June 1, 2012. Addie will travel back to Mayo Clinic the first part of October for a check up.

President - Lindy Bearss - lindy@presbymac.org

President Elect - Judy Lucas - judy@lincolntrails.org

[Past President - Beth Wenner](#) - bwenner@maumeevp.org

Treasurer - Carol Wetzel - carol.wetzel@pcusa.org

Secretary - Lorie Ellett - llett@overbrookchurch.org

Certification Chair - Deeanna Alford - deeford3@insightbb.com

Membership Chair - Jerri Smith - jerri.smith@pcusa.org

Scholarship Chair - Sandi Cappoccio - sandi@indianolapres.org

Historian - Pat Rose - perose@att.net

Newsletter - Toni Roppel - toni.roppe@pcusa.org

**APA Heartland – Regional Meeting
Business Meeting Minutes
Breckinridge Inn, Louisville KY
May 20-21, 2011**

Lindy Bearss called the meeting of the Heartland Region to order at 4:00 p.m.
Jewel McRae led with greetings and opening prayer.

Present: Deeanna Alford, Lindy Bearss, Dana Bourne, Sandra Capoccio, Cindy Ealy, Lorie Ellett, Deborah Harrison, Jane Hedges, Judy Ishmael, Leslie Keusch, Judy Lucas, Nancy Maleitzke, Jewel McRae, Ada Middleton, Cynthia Overby, Toni Roppel, Pat Rose, Deborah Senile, Jerri Smith, Susan Vincent, Beth Wenner, Carol Wetzel.

Minutes: A motion was made by Pat Rose and seconded by Beth Wenner to accept the October 2010 minutes as submitted. Approved.

Nominating Committee – Carol Wetzel agreed to be Treasurer and Lorie Ellett agreed to be Secretary. As there were no other nominations from the floor the nominations were approved.

Certification Report: Deeanna Alford presented the following names of those to receive certification at this conference: Judy Ishmael – Level 1, Dana Bourne, Ada Middleton and Jerri Smith – Level II, Lindy Bearss and Beth Wenner received Continuing Education certificates.
Deeanna also reported that we need to send our regional brochure to the National Certification Chair prior to sending out to our members.

Scholarship Report: Sandi Capoccio reported that 5 - \$100 and 1 - \$75 scholarships were requested and because the funds were available, all were granted. The Executive Board gave permission to the Scholarship Chair to make changes to the Scholarship Guidelines and application form to be voted on by e-mail.

Membership Report: Jerri Smith reported that membership as a whole continues in a downward spiral mainly due to economic struggles. This year's membership is 46 (36* regular, 10 life, 2 honorary, 1 retired) *7 of these are unpaid as of today. This membership figure also includes 2 new members. A motion was made by Lorie Ellett and seconded by Sandy Capoccio to accept the membership report as read. Approved.

Treasurer's Report: Carol Wetzel read the financial statement and presented Budget C showing a deficit of \$680. A motion was made by Pat Rose and seconded by Deeanna Alford to accept this budget and financial statement. Approved

Standing Rules Report: Beth Wenner had put the standing rules in each members packet with the revisions highlighted in red. A motion was made by Sandy Capoccio and seconded by Judy Lucas to approve the changes as noted. Approved.

Newsletter Editor: Toni Roppel requested articles or pictures for the upcoming newsletter.

Conference information:

2011 National Conference November 3-5 in Las Vegas. We voted to have a table at the conference but haven't decided on what to sell.

2012 Regional Conference – decided that it should be in Columbus, OH April 20-21. A new brochure will be started after we hear from the Certification Chair on what classes are still needed by the majority of our members.

Other Business: During our business meeting and banquet we took up a collection for Border Ministry.

Meeting Adjourned.
Respectfully submitted,
Lorie Ellett, Secretary
Heartland Region APA

**APA Heartland – Regional Meeting
Executive Board Meeting Minute
Breckinridge Inn, Louisville KY
May 20-21, 2011**

Lindy Bearss called the meeting of the Heartland Region to order at 6:10 p.m. with prayer. Deeanna Alford ordered dinner in for us.

Present: Deeanna Alford, Lindy Bearss, Sandra Capoccio, Lorie Ellett, Judy Lucas, Toni Roppel, Pat Rose, Jerri Smith, Beth Wenner, Carol Wetzel.

Minutes: Pat Rose made a motion and it was seconded by Toni Roppel to accept the October 2010 minutes. Approved.

Treasurer's Report: Carol Wetzel read the treasurer's report. A motion was made by Beth Wenner and seconded by Judy Lucas to accept the report as read. Approved.
Carol then read the scholarship fund report. A motion was made by Jerri Smith and seconded by Sandi Capoccio to accept the report as read. Approved.

Carol Wetzel presented Budget B. After some discussion, a motion was made by Sandi Capoccio to accept the budget with a revised \$680 deficit and if it doesn't balance to take money from our reserve account. Approved

Nominating Committee Report: Judy Lucas stated that we need to elect a President-Elect in 2012. A nomination was accepted by Carol Wetzel as treasurer for a second term and Lorie Ellett as secretary also for a second term. Judy asked if we needed to think about a Vice Certification Chair. Deeanna Alford, acting as current Certification Chair thought the newly appointed person should go to the National Conference in November with her to learn the ropes.

Past President's update on Standing Rules: Beth Wenner passed out the revised standing rules with the changes highlighted in red. A motion was made by Pat Rose and seconded by Sandi Capoccio to accept the standing rules with noted corrections. Approved.

Scholarship Report: Sandi Capoccio reported that 5 - \$100 and 1 - \$75 scholarships were requested and because the funds were available, all were granted. The Executive Board gave permission to the Scholarship Chair to make changes to the Scholarship Guidelines and application form to be voted on by e-mail.

Certification Report: Deeanna Alford presented the following names of those to receive certification at this conference: Judy Ishmael – Level 1, Dana Bourne, Ada Middleton and Jerri Smith – Level II, Lindy Bearss and Beth Wenner received Continuing Education certificates.
Deeanna also reported that we need to send our regional brochure to the National Certification Chair prior to sending out to our members.

Membership Report: Jerri Smith reported that membership as a whole continues in a downward spiral mainly due to economic struggles. Several things have happened this year in an effort to increase membership. Last year our membership was 54 and this year membership is only 46 (36* regular, 10 life, 2 honorary, 1 retired) *7 of these are unpaid as of today. This membership figure also includes 2 new members.

Newsletter Editor: Toni Roppel had nothing to report.

Historian: Pat Rose had nothing to report. She thanked those who sent her pictures from last year's national conference.

Conference information:

2011 National Conference November 3-5 in Las Vegas. We voted to have a table at the conference but haven't decided on what to sell.

2012 Regional Conference – decided that it should be in Columbus, OH April 20-21. A new brochure will be started after we hear from the Certification Chair on what classes are still needed by the majority of our members.

There being no other new business, the meeting was adjourned.

Respectfully submitted,
Lorie Ellett, Secretary
Heartland Region APA

Administrative Personnel Association

Income and Expense Report • January 1 – September 30, 2011

Heartland Region

INCOME

Dues Distribution from National	_____ 990.00 _____
Regional Conference Income	_____ 4014.00 _____
Regional Scholarship Income	_____ 1480.99 _____
Interest Income	_____ 0.00 _____
Fundraiser Income	_____ 0.00 _____
Other - (Please describe)	_____ 0.00 _____

EXPENSES

Regional Conference Expense	_____ 3286.31 _____
Supplies	_____ 0.00 _____
Postage/Printing	_____ 0.00 _____
Officer Travel to Conference(s)	_____ 710.00 _____
Scholarships Awarded	_____ 800.00 _____
Fundraisers/Gifts	_____ 21.20 _____
Other - Bank deposit stamps and External hard drive for Certification records	_____ 164.76 _____

2011 Mid-Atlantic Regional APA President's Report

The 35th annual Mid-Atlantic APA Conference was held at Massanetta Springs Camp and Conference Center near Harrisonburg, VA during April 28 – May 1, 2011. All overnight accommodations and classroom events comfortably took place in the New Lodge. This year there were 15 in attendance, as one of our presbyteries was moving its office during that time and there were several other significant conflicts for members. Many who could not make this event plan to attend the National Conference in November.

The current Mid-Atlantic membership stands at 51 with 35 Active members and 16 Life members. We have one new member and another attendee who will be rejoining APA after a hiatus of three years. Some members are taking online classes through BOP.

Classes offered included Theology I, Polity I, Polity III, Parliamentary Procedures, Directory for Worship, and Emotional Mastery. Members enjoyed opportunities for networking, dining out on the town in Harrisonburg, and a fun "game night!" The annual business meeting was concluded during a banquet catered by Massanetta Springs in the old hotel. At that time Deborah Keeney received her Level I Certification.

April DiYorio and Sarah McGinnis were reelected and installed to the offices of Treasurer and Secretary. In addition, the membership elected Donna Scully to the office of Certification Vice-Chair and will be installed at the beginning of the 2012 meeting. The 2011-2012 Slate of Officers are:

President	Linda	Smith
President Elect	Barbara	Burger
Past President	René	Baker
Secretary	Sarah	McGinnis
Treasurer	April	DiYorio
Historian	Sharyl	Monkovich
Membership	Margaret	Cook
Certification	Barbara	Adams
Vice-Certification	Donna	Scully
Nominations	Deborah	Keeney
Nom. Committee	Margaret	Cook
Nom. Committee	Netanyia	Samuel

The arrangements and accommodations for this conference were excellent. The level of instruction was superior, with participants being fed both spiritually and intellectually. Everyone went home with a lovely door prize as well as a bag full of goodies! Also enjoyed were the beautifully revamped APA scrapbooks, professionally done by Sharyl Monkovich. The planning committee headed by Kim Stroupe and Cheri Bowman deserve high praise for this accomplishment.

Plans are well underway for an exciting jointly-planned Mid-Atlantic & Northeast Regional Conference at Ocean City, MD during April 26-29, 2012.

Certification Report, Mid-Atlantic Region – Barbara Adams, Chair

The 2011 Mid-Atlantic Regional Conference was held at Massanetta Springs Conference Center in Harrisonburg, VA, with fifteen members in attendance, including one new member.

Six classes were offered:



Directory for Worship, 11 attended; Parliamentary Procedures, 12 attended; Theology I, 4 attended; Emotional Mastery, 12 attended; Polity I, 3 attended; Polity III, 10 attended.

One member was certified at the Saturday evening banquet: Debra Keeney, Level I.

A \$50 Gift Card was raffled as a fundraiser for Certification. \$75 was raised to defray the cost of the Certification Chair's expenses to attend the National Conference.

APA Mid-Atlantic Region
Financial Statement - April 27, 2011

Beginning Balance 6-9-10 \$ 9,028.76

Receipts:

2010 Dues from National \$ 68.00

2011 Dues from National \$ 780.00

Miscellaneous Income \$ 175.00

Conference Registrations \$ 2,400.00

Meals/Lodging \$ 4,137.85

Interest Earned from Checking Account \$ 29.68

Total Receipts \$ 7,590.53

Total : \$ 16,619.29

Expenses:

Honorariums for 2010 Regional Conference \$ 1,531.00

Expenses for 2010 Regional Conference \$ 223.85

Reg. President to 2010 Nat'l Conference \$ 1,000.00

Reg. Cert. Chair to 2010 Nat'l Conference \$ 879.64

Conference Center Deposits \$ 3,925.00

Registration Fee Refunded \$ 350.00

Miscellaneous Expense \$ 12.00

Total Expenses \$ 7,921.49

Balance as of 3-31-11 \$ 8,697.80

Respectfully submitted,
Linda Marley Smith, President

APA Mid-South Region Annual Report

The annual Mid-South Regional Business Meeting of Administrative Personnel Association was held July 24, 2010 at the First Presbyterian Church, Oxford, Mississippi. The Regional President, Debbie Hamrick, called the meeting to order at 4:00 p.m. and opened the meeting with prayer.

Present

Linda Burrowes, June Denney, Denise Faust, Linda Griffis, Debbie Hamrick, Annette Houtz, Janet Roberta, Connie Smith, and Yvette Tuitt.

Approval of Acting Secretary

Denise Faust was asked Debbie Hamrick to record the minutes in the absence of our secretary, Paula Godbee. The body elected her to this temporary position.

Approval of Agenda

Debbie Hamrick presented the agenda. Upon motion by June Denney and second, the agenda was approved as printed.

Approval of Minutes

The minutes of March 25, 2009 were presented. Upon motion by Denise Faust and second the minutes were approved with changes. Connie Smith is to be added to 2009 Executive and Business meeting as attaining Level II certification.

Financial Report

As of June 30, 2010

Cash on Hand 5/31/2010		\$4,090.44
Income		
2010 Conference Fees	\$1,125.00	
2009 Scholarship Fund Raiser	\$ 195.00	
2010 Dues	<u>\$ 740.00</u>	
		\$2,060.00
Expense		
2009 National Expense for President	\$ 297.50	
Web Site Maintenance Fee	\$ 93.35	
Memorial Scholarship for National APA	\$ 50.00	
Flowers and Gifts	<u>\$ 53.15</u>	
		<u>\$ 494.00</u>
Checking	\$5,461.44	
Scholarship	\$ 195.00	
Total on Hand 6/30/2009		<u>\$5,656.44</u>

Upon motion by Connie Smith and second, the financial reports were approved.

Certification Committee

Linda Burrowes gave an oral report on the Certification Committee. At the National Conference in Pittsburg Nancy Narrie should be receiving 50 hours certificate; Paula Godbee Level III and Linda Rogers, Level II.

Linda Burrowes will not be able to attend the National Conference in Pittsburg, but President June Denney will present the certificates to those attaining certification. Linda reported on the active roll and the following were removed due to nonpayment of dues for several years.

Juny Bellamy
Violet Nyaga
Tavia Harrison

Cheryl Campbell
Denise Harper
Barbara Southwell

Lakeisha Crayton
Brenda Harris
Carrie Turner

The idea of a one day seminar at a central location was entertained. If anyone is interested, please contact president, June Denney.

Scholarships

In the absence of Gay Alston, Debbie reported that we will be selling APA koozies (drink can holder) at our booth at the National Conference to raise money for the scholarship fund. They will be sold for \$3 each or two for \$5. A check for \$20 to pay for the table will be mailed by the Treasurer. Currently, the scholarship fund is lower than \$200.00 and it was suggested that if anyone had any extra in their Con Ed monies at the end of the year they might consider donating them to the scholarship fund.

Membership Chair

In the absence of a chair, Debbie Hamrick and Linda Burrowes introduced our new members in attendance:

Linda Griffis and Yvette Tuitt.

New Business

- A. Membership Chair: Faithfully, Janet Roberts has served in this position and now Linda Griffis has agreed to serve at Membership Chair.
- B. June Denney, Freda Dye, Paula Godbee, Nancy Narrie and Linda Rogers will attend the national conference in Pittsburg. Freda Dye will be installed as National President.
- C. Discussion of the 2011 National Conference was held. Our meeting is scheduled to be held in October in Las Vegas, Nevada at the Circus Circus Hotel.
- D. Discussion of the 2011 Regional Conference was held. Our meeting is scheduled to be held in conjunction with the 2011 national conference.
- E. Discussion of the 2012 Regional Conference was held. The executive committee suggested that this conference be held in conjunction with the national conference. A motion was made from the chair and passed.
- F. Discussion of the 2013 Regional Conference was held. Our meeting is due to be held in Nashville, Tennessee. Time and place to be announced closer to conference time.
- G. In 2011 we will need to elect a treasurer and secretary. In 2012 we will need to elect a new president-elect.

Old Business -- None

Adjournment

There being no further business, the meeting adjourned with prayer by Debbie Hamrick

Denise Faust
Acting-Secretary, Mid-South Region APA
924 Van Buren Avenue
Oxford, MS -- 662-234-1175

APA Northeast Region 2011 Annual Report

The Northeast region of APA hosted the 2010 National Conference of APA, which was held in Pittsburgh, PA from Wednesday, October 6 thru Saturday, October 9, 2010, with Pre-Conference Retirement Seminar on Monday & Tuesday, October 4 & 5. Many thanks to the host committee for doing such an outstanding job! A special thank you to Rennie Rhodes & Sue Harmon, who co-chaired the committee. We all had a wonderful, uplifting time in Pittsburgh, PA.

Northeast region members in attendance were Norma Marie Biron, Sara Burke, Kelly Cahill, Lindsay Crosby, Kathy Davenport, Pamela Garner, Cindy Hall, Ingrid Hammond, Sue Harmon, Barbara Lyon, Merry Matlock, Carol McGinn, Ruth Miklonis, June Nicora, Nancy Owens, Carol Palmer, June Polisen, Rennie Rhodes, Paula Terrell, Jan Tyson, Louise Wasko, Vicky Westley. Northeast region non-members in attendance were Laurie Clapper, Lana Dumrauf, Deborah Heatwole, Kirk Heatwole, Barbara Martin, Cynthia Miller, Cathy Nelson. Total number of attendees was 87.

We held classes

Level I:	Church History
Level II:	Directory for Worship Polity II
Level III:	Polity III Book of Confessions
All Levels	Biblical Interpretation I (Spiritual Growth & Discipline)
Electives:	So You Want to Retire - Now What? Getting in Shape Fiscally Beginning QuickBooks Stress Management Bible History of the Old Testament Public Speaking.

The Northeast 2011 Regional Conference was held at the Princeton Theological Seminary on June 10-11, 2011, with the Executive Board Meeting on Thursday June 9. Thanks to Laura Staubus for coordinating the arrangements for the conference.

In attendance were Sara Burke, Kate Carlson, Maha Faragalla, Ingrid Hammond, Gloria Knopp, Mary Ellen Martin, Merry Matlock, Denise McGough, Ruth Mikalonis, June Nicora, Nancy Owens, Carol Palmer, Laura Staubus, Paula Terrell, and Louise Wasko. Cindy Hall & Barbara Lyon were in attendance for the meeting(s).

We held classes

All Levels	Christology I (Spiritual Growth & Discipline)
Electives:	Microsoft WORD Records Management in the Computer Age Problem Solving through Communication

Our next regional meeting is scheduled as a joint conference with the Mid-Atlantic Region on April 26-29 in Ocean City, MD.

Current Officers

President	Ruth Mikalonis	(2010 - 2012)
President Elect	Maha Faragalla	(2010 - 2012)
Past President	Meredith Matlock	(2010 - 2012)
Secretary	Cindy Hall	(2011 - 2013)
Treasurer	June Nicora	(2011 - 2013)

Standing Committees

Certification Chair	Paula Terrell	(2010-2014)
---------------------	---------------	-------------

Membership Chair	Louise Wasko	(2011-2014)
Scholarship Chair	Sara Burke	(2011-2014)
Long Range Planning	vacant	(2011-2014)
Host Committee Chair	Laura Stubaus	2011 Regional Conference
Fundraising	Barbara Lyon	(2009-2012)
Publicity	Ingrid Hammond	(2010-2013)
Nominating Committee	Lindsay Crosby, Rhoda Hall	(2009-2011) (2010-2012)

Membership

Our regional membership rolls show 46 members as of September 2011. Of the 46 members, 13 are Life Members. The Northeast Region welcomed new members Yzette Swavy-Lipton, Helen Mansfield and Margaret Zeigler; and wishes happy retirement to Vickey Westley, Donna Chapman, Rhoda Hall and Pamila Cosans.

Nominating Committee

In January 2011, Ingrid Hammond volunteered to fill the vacancy of Publicity Chair (2010-2013). The Committee appointed Louise Wasko to Membership Chair, and Sara Burke to Scholarship Chair (2011-2014).

Certification

Member who received Certification Awards at the National Conference October 2010:

Level II Carol Palmer, Paula Terrell, Vicky Westley

Member who received Certification Awards at the Regional Conference June 2011:

Level II Maha Faragalla

Level III June Nicora

Scholarships

We received five scholarship requests to attend the 2011 Regional conference at Princeton Theological Seminary. All requests were approved at \$100 each for a total of \$500. A donation was received from the Presbyterian Women of the First Presbyterian Church of Metuchen in the amount of \$500.

Financial

2012 BUDGET
(Approved 6/10/11)

Income	
Dues Income	\$1,200.00
Auction/Fundraiser Income	\$ 500.00
Transfer from Savings	\$ 500.00
Bank Interest	\$ 20.00
Total Income	<u>\$2,220.00</u>
Expense	
President's National Travel	\$ 500.00
President Elect's National Travel	\$ 500.00
Certification Chair National Travel	\$ 500.00
Administrative Conferenced Exp	\$ 200.00
Website Fees	\$ 220.00
Fund Raiser Expense	\$ 150.00
Supplies	\$ 100.00
Miscellaneous	\$ 50.00
Total Expense	<u>\$2,220.00</u>

Balance Sheet

As of September 30, 2011

ASSETS

Current Assets

Checking/Savings

Checking 4,488.06

Savings	4,739.57
Savings-Scholarship Fund	2,218.29
Total Checking/Savings	<u>11,445.92</u>
Total Current Assets	<u>11,445.92</u>
TOTAL ASSETS	<u>\$ 11,445.92</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	13,709.25
Retained Earnings	(7,292.48)
Net Income	5,029.15
Total Equity	<u>11,445.92</u>
TOTAL LIABILITIES & EQUITY	<u>\$ 11,445.92</u>

Respectfully submitted,

Ruth Mikalonis
President - Northeast Region

Report from the Pacific Region of APA
2011

The Pacific Region held their annual conference Sept 22-25, 2011 at Zephyr Point Conference Center at beautiful Lake Tahoe. 23 Pacific members and one Rocky Mountain member attended, with 6 spouses or others.

We offered the following courses:

- Spiritual Growth and Development
- Legal Matters
- PC(USA) History Since Reunion Directory for Worship
- Personnel Issues
- Interim Ministries

There are 54 active members. Two new members have been added this year.

The board recommended Barbara Rohrs to Life Membership status.

The new board consists of

- President: Jan Burger
- President-elect: Sandy Fritts
- Immediate Past President: Dianne Koehler
- Secretary: Zep Sylvis
- Treasurer: Sharon Liggett
- Certification Chair: Lisa Landis
- Membership Chair: Marjorie Robinson
- Hospitality Chair: Becki Fulton

Thank you to Donna Perry, who has been the secretary for the past 4 years.

The installation of the new officers (secretary and treasurer) took place at the business meeting Friday night.

The following people received their Level II certification:

- Jan Burger
- Sandy Fritts

Administrative Personnel Association
Income and Expense Report • Date(s) 2010-2011
Pacific Region

INCOME

Dues Distribution \$762.00
Regional Conference Income \$7213.80
Regional Scholarship Income \$50.00
Interest Income 146.37
Fundraiser Income none
Other (Please describe) none

Total Income \$8172.17

EXPENSES

Regional Conference Expense \$6923.25
Supplies \$429.00
Postage/Printing none
Officer Travel to Conference(s) \$500.00

Scholarships Awarded _____ \$290.00 _____
Fundraisers/Gifts __none_____
Other (please describe) _Mission giving (2010) \$500 (2011) \$2000_____

Mission causes given to:

- Calvin Crest Camp (2010)
- Hands of Hope, Yuba City, CA
- Presbyterian Frontier Fellowship
- Presbytery of Yukon missions
- Presbytery of Tayal Presbytery, Taiwan—in partnership with Yukon Presbytery
- St Joseph Family Center, Gilroy, CA
- Witnessing Ministries of Christ

Total Expenses _____ \$8167.25

Respectfully submitted by
Jan Burger, President

Rocky Mountain Region Report (to be sent under separate cover to the EC)

Report from the Southwest Region President, Margaret LaPlante October 2011

It has been an exciting year for our region. We had a wonderful conference in Oklahoma City in July, with very luxurious accommodations at the Marriott Courtyard in Bricktown. The classes were well attended and the instructors were excellent. Many thanks to Kay Brown and Becki Walden for their faithful work in putting it all together as the host committee. The stockings were perfect for our "Christmas in July" theme. In addition to our regional participants we were joined by 2 people from other regions. What a pleasure to have these visitors come and share our conference with us.

We said a regretful good-bye to President Harriett Hoff, who had decided it was time to retire. Her leadership and organizational skills will be missed by the entire Southwest Region and especially by the Board. She was presented with a Life Membership and praised for her years of dedication to APA, at both the national and regional levels. Dianne Boan, our treasurer, rotated off the board after 4 outstanding years as our Treasurer. Thank you Dianne for your commitment and dedication to APA.

During this conference we elected and installed Kathy Crane, as Treasurer and we elected the following members to serve on the Nominating Committee Class of 2014: Pam Luther and Dianne Boan. Thank you to all of these outstanding women who have chosen to serve in our Region.

Sage Arnold and Pam Luther, members from Arkansas, met with the board and discussed hosting the 2013 Southwest Region conference. They have graciously agreed to host this conference in Little Rock. Thank you all!

Once again we had a very successful raffle. The proceeds will be deposited in our Scholarship fund. Our mission offering this year will go to Tallahassee Presbyterian Church. Thanks to all who participated in making each of these a great success!

We have been working with the national board on the conference in San Antonio in 2012. Lynne Powell, who is the Chair of the Host committee and our "high-heels" on the ground in San Antonio has been working diligently to make the conference come together. She has been joined by Lori Ferguson, Past President, and Carrie Walker, our special envoy for conferences, to negotiate the best hotel contract we could manage at a perfect location.

I am very grateful to have such a committed and talented Board. This has been a wonderful transition for me and I appreciate the help and support of the Southwest Region: Lori Ferguson, Past President; Theresa Wright, Certification Chair; Kathy Crane, Treasurer; Karla Collins, Secretary; Marty Burns, Membership Chair; and Carrie Walker, Conference Specialist.

During 2011 we received 3 new member and 3 life members.

New Members: Chandra Anderson Sonya Cooks, and Vanessa Rojas

Life Members: Harriett Hoff, Brenda Perryman and Pauline Rhodes

And, several members received certification in 2011:

Level II, Kathy Crane

Level III, Patricia Brantley, Margaret LaPlante and Sandra Lopez

Additional 50 Hours, Sharon Darden

Congratulations to all for the many hours it takes to reach these levels!

It is truly an honor to serve such a great region for APA. I thank God for all of you.

Margaret LaPlante

