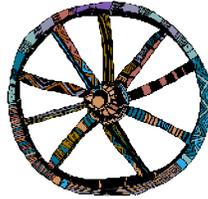




THE SPOKESWOMAN

Volume 1, Issue 3 Ames Chapter No. 158 November 2004
Websites

National <http://www.aswa.org>
Local www.amesaswa.org (a work in progress)



MISSION STATEMENT: *to enable women in all accounting and related fields to achieve their full personal, professional and economic potential and to contribute to the future development of their profession.*



President's Message

A couple weeks ago I spent the weekend in Minnesota with some friends from kindergarten. The trip up there revealed the most colorful leaves I've seen in a long time. Both got me thinking in terms of change – some things change with regularity like the seasons and other things don't change much at all like old friendships.

ASWA is similar in that each year we have new leaders both locally and nationally, and on a chapter level, we have new speakers and new members. Change is good – it keeps us on our toes. It makes life interesting and challenging and keeps us from being bored.

Yet lots is to be said for things that don't change much at all. I've spent a lot of time in the last few months with friends from my past. And I'm looking forward to the national conference in Chicago where I will see friends I made many years ago. Such stability provides comfort in this quick changing world.

ASWA provides the best of both. Become involved in the changes and make new friends that last a lifetime. Treasure the old and the new and count your blessings.

Have a wonderful Thanksgiving holiday.

Karen Jacobson
President

As Program Committee, we are implementing a "**Standing Reservation List**" for members who would like to be confirmed as attending each meeting. This means that these members will NOT need to RSVP for the meal count. However they will need to let us know if they WILL NOT be attending. If the Chapter has to pay for a meal for a person with a standing reservation when they are not present and have not notified us they will not be attending, that member is responsible for paying for that meal. We will have the "Standing Reservation List" published with each newsletter. You can be added or removed from this list at anytime by contacting us.

If you are interested in be included on the Standing Reservation List or have questions, please email Marsha at marsha.peterson@mchsi.com or Kate at cmulder@nev.hfmgt.com . We will begin the Standing Reservation List in November.

Marsha Peterson and Catherine (Kate) Mulder, Program Co-Chairs

November Meeting Notice

Wednesday, November 17, 2004

Starlight Village
Buford's Restaurant
2601 East 13th Street
Ames, IA

Networking 5:30

Speaker 6:00

Dinner/Meeting 7:00

Topic: Excel Pivot Tables

Speaker: Joel Ryboldt

Dinner Reservations by noon Tuesday, November 16, 2004

Karen Jacobson

515-733-4325 (ext 213)

Email: karen@bethanylife.org

Standing Reservation List

Cindy Sippel

Jan Duffy

Karen Jacobson

Kate Mulder

Christmas Party

December is just around the corner and that means our annual Christmas Party. This is one of the most fun events of our year. For the many new members we have, our annual Christmas Party is one of fun and fellowship – and a time to raise lots of money for the Scholarship Fund. Kate Mulder has graciously offered to hostess the party at her home in West Ames. We all bring something to eat and then have some fun activity. We also open our checkbooks to raise money for scholarships. Plan now to attend on December 15th. We will talk more about it at the November meeting.

Coming Attractions



Coming Attractions

Member Meeting Dates

Wed. December 15, 2004
Wed. January 19, 2005
Wed. February 16, 2005
Wed. March 16, 2005
Wed. April 20, 2005
Wed. May 18, 2005
Wed. June 15, 2005

Speaker/Topic

Christmas Party (no regular meeting)
Tax Update
Effective Interpersonal Communication
Malls
Paperless Office
Computer Technology Security
Effective Networking



Networking Luncheons

RSVP to Jan Duffy at 294-1481 or 232-2213..... jduffy@iastate.edu

Date	Location	Time	RSVP by noon on:
Tuesday, November 30	Wallabies	12:00	November 29
Thursday, December 30	Aunt Maude's	12:00	December 28
Friday, February 5	Dublin Bay	12:00	February 4
Wednesday, March 2	The Mandarin	12:00	March 1
Monday, April 4	Red Lobster	12:00	April 3
Thursday, May 5	Hickory Park	11:45	May 4
Monday, May 30	Panera	11:45	May 29
Wednesday, July 6	Cazador's (west Ames)	12:00	July 5

Conferences

Nov. 10-12, 2004	Annual ASWA/AWSCPA Joint Nat'l Conference	Chicago, IL
June 23-25, 2005	South Central Regional	San Antonio, TX

November Meeting Agenda **ASWA Membership Meeting** **November 17, 2004**

1. Call to Order
 2. Quorum
 3. Approval of May, September, October minutes
 4. Treasurer's Report
 - a. Monthly Report
 - b. Budget
 5. Committee Reports
 - a. Membership
 - (1) Presentation of certificate
 - b. Program
 - (1) Report on Educational Seminar
 - c. Bulletin
 - d. Scholarship
 - (1) Donation from Christie Olsen, National President
 6. Regional Director Report (optional)
 7. Old Business
 8. New Business
 - a. Report on Joint National Conference
 - b. New National Membership Campaign
 - c. Christmas Party
 9. Announcements
 - a. Next meeting – December 15, 2004 (Christmas Party) at Kate Mulder's house, 4705 Dover Drive, Ames
 - b. Networking Luncheon – Tuesday, November 30, 2004 – Wallabie's – 12:00 noon
- Adjournment

Membership Minutes

Minutes

American Society of Women Accountants

Ames Chapter #158

Membership Meeting

October 19, 2004

Call to Order: The October 2004 Membership Meeting of the Ames Chapter #158 was called to order by President Karen Jacobson in Ames on Tuesday, October 19. Those in attendance were Karen Jacobson, Margaret Wilson, Carla Sacco, Kara Mikesell, Kathy Strum, Kate Mulder, Nancy Campbell, Janet Mortvedt, Sue Rybolt and Cindy Sippel and guests Yuanxin Liu, Lori Willyard and Kellee Grimesly. A quorum was present.

Suspension of Routine Business: A motion to suspend all routine business other than that on the agenda was made by Kathy Strum and seconded by Margaret Wilson. Motion carried.

Treasurer's Report: Treasurer's report was presented and placed on file for review. The budget for the year was also presented. Kathy Strum moved that the budget be approved with a possible adjustment for the Education Foundation contribution based on what the Education Foundation is doing (possible \$10 per member donation or something else). Nancy Campbell seconded the motion. Motion carried.

Committee Reports:

Membership Committee: Two applications for membership were presented; Yuanxin Liu and Mary Cox, from Iowa City. Cindy Sippel moved that the membership applications be approved subject to National. Sue Rybolt seconded the motion. Motion carried.

New Business:

ASWA National Education Donation: The new ASWA Education Foundation will be holding a live auction at this year's conference. Chapters are being encouraged to donate items valued at approximately \$100. The group discussed the possibility of purchasing a P. Buckley Moss print to donate for the auction. Nancy Campbell moved that we spend up to \$135 (plus tax) offset by member donations to purchase a P. Buckley Moss print. Cindy Sippel seconded the motion. Motion carried.

Announcements:

Next meeting: Wednesday, November 17, 2004 at Buford's, Ames.

Networking Luncheons: October 29, 2004 at The Café at 1:00.

Adjournment: Motion made by Margaret Wilson and seconded by Cindy Sippel that the meeting be adjourned. Motion carried. The meeting was adjourned.

Respectfully submitted,

Cindy Sippel
Acting Secretary

Minutes

American Society of Women Accountants

Ames Chapter #158

Membership Meeting

September 15, 2004

Call to Order: The September 2004 Membership Meeting of the Ames Chapter #158 was called to order by President Karen Jacobson in Ames on Wednesday, September 15 at 6:45 pm. Those in

attendance were Jan Duffy, Karen Jacobson, Margaret Munson, Mary Mosiman, Carla Sacco, Pat Jenkins, Margaret Wilson, Kara Mikesell, Kathy Strum, Cindy Sippel, and Carolyn Bauer. A quorum was present.

Minutes: There were no official minutes from the July planning meeting. There are no minutes for June 2004 because of lack of a quorum. May minutes will be considered for approval at the next regular meeting.

Treasurer's Report: Treasurer's reports for July and August were presented and will be placed on file for review. The budget will be reviewed at the October meeting.

Committee Reports:

Membership Committee: A membership certificate was presented to Carla Sacco. An application for regular membership was presented for Carolyn Bauer of Marshalltown. Motion made by Cindy Sippel and seconded by Pat Jenkins that the application be accepted pending approval by National. Motion carried. The member challenge from National ended with one member sponsoring 25 new members. Designation of one of the upcoming meetings as a membership meeting was discussed and no action was taken at this time. Jan Duffy will contact three of the members who have not renewed.

The meeting was suspended at 6:55 pm for dinner.

The meeting resumed at 7:20 pm.

Program Committee: The October meeting will be the joint meeting hosted by the Des Moines chapter on their regular meeting night, Tuesday, October 19, from 5:30 to 8:30 pm Ankeny Airport. Dinner will be catered by Faith Baptist College. The October bulletin will contain more information about the meeting and travel arrangements. Jan Duffy and Cindy Sippel have met to discuss a seminar/regional conference. At this point, they are considering a four-hour seminar with a mid-May target date and business valuation as a tentative topic. Programs for this year were printed in the September bulletin.

Bulletin: Kara Mikesell reminded us that she is seeking information to include in the bulletin. The group agreed that member bios would be valuable information and Kara will send out a list of questions to help each member draft a bio for publication in a future bulletin. A target is to feature the bios of one new member and one or two tenured members each month. Kara circulated a revised member address list for revisions.

Scholarship: Kathy Strum will follow up on whether the chapter can submit a scholarship for a graduate student to National

Regional Director Report: There was no report from Kate Mulder this month.

New Business:

National Conference: The National Conference is being held in Chicago in November. There is an amendment to the National By-Laws that will be considered at that meeting. The amendment would require that any membership application not approved by a Chapter be forwarded to National for their consideration. The final decision would be made by National. Our Chapter has 3 votes this year at the National Conference. After discussion, the recommendation of the Chapter is that the delegates are instructed to vote no on the amendment unless significant contrary information is received at the time of the meeting. Kathy Strum, Kate Mulder, and Karen Jacobson plan to attend the meeting. Kathy is unable to serve as delegate because of other obligations at the conference. Jan Duffy moved and Margaret Munson seconded that Kate and Karen be designated Chapter delegates and alternates. Motion carried.

National Education Funding: There has been a recent change in the way ASWA National Scholarships are funded. National has sent a letter (e-mail) containing information about the changes. Let Karen Jacobson know if you don't receive a letter or e-mail soon and she will forward the information.

WOI Radio Service Project: Karen Jacobson will gather information on possible times for taking calls for the fall fund raiser for public radio and will let us know about potential week night time slots.

Athletic Events Fund Raiser: Jan Duffy will look into opportunities to work at ISU events as a fund raiser for the Beverly Wandling Memorial Scholarship.

Announcements:

Networking Luncheons: The schedule for networking luncheons was printed in the September bulletin. The next luncheon is scheduled for Friday, October 1, 2004, at 11:45 am at Hickory Park. Let Jan Duffy know if you are planning to attend.

ISU Business Week Etiquette Luncheon/Dinner: Jan Duffy sent a note about these events. She will coordinate tickets for anyone interested in attending. The events are next week and tickets must be purchased by tomorrow for the dinner and Friday for the luncheon, so let Jan know right away. Several members have attended in the past and it is a fun event.

ISU Accounting Seminar: ISU will be sponsoring an accounting seminar on December 6. Watch for more information from Jan Duffy.

Adjournment: Motion made by Margaret Wilson and seconded by Cindy Sippel that the meeting be adjourned. Motion carried. The meeting was adjourned at 7:50 pm.

Respectfully submitted,

Margaret Munson
Secretary

Membership Meeting Minutes (reprinted) May 19, 2004

Call to Order: The May 2004 membership meeting of the Ames Chapter #158 was called to order by President, Cindy Sippel at the Bufords-Starlite Village in Ames on Wednesday May 19, 2004. Those in attendance were Cindy Sippel, Karen Jacobson, Margaret Munson, Jan Duffy, Kate Mulder, Sue Rybolt, Kathy Strum, Marsha Peterson, Elisa Gibson, and Nancy Campbell. Carla Sacco was a guest at the meeting.

Minutes: Kate Mulder moved and Marsha Peterson seconded the motion to approve the minutes of the April meeting. Motion carried.

Treasurer's reports: The treasurer's report was submitted by Ann Kurtenbach, and will be placed on file for review. Cindy Sippel reported, that all the records had been retrieved from Beverly's office, and the changes had been made at the bank.

Committee reports:

Membership: An application was received from Carla Sacco, and forwarded to national. Sue Rybolt was presented with her membership certificate.

Program: Next month will include a report by each of the officers as to the duties and responsibilities of their respective position. Also will be installation of the new officers.

Scholarship: A discussion of the rules for applicants was discussed as to whether it was appropriate to give a scholarship to a member or potential member. Janet Mortvedt was presented by the committee as a scholarship recipient. A motion was made by Sue Rybolt and seconded by Marsha Peterson, to accept Janet as the recipient. It was also decided to change the applications, and not ask for social security numbers on future forms. It was also decided that a minimum of \$250, would be awarded.

Bulletin: No report

Area Director Report: Kate reminded everyone again in about the Omaha Regional Conference.

New Business: The Outstanding Member award was presented to Jan Duffy. She was recognized for her work on scholarship applicants, networking luncheons, and her willingness to hold offices.

Announcements: The next meeting will be at Bufords-Starlite Village on June 16, 2004.

Respectfully submitted,
Nancy Campbell
Secretary

Other News

Joint National Conference Volunteer Request

We need more volunteers to introduce speakers and be room managers, as well as to help with Workforce Central where our volunteers report in and pick up supplies for their sessions.

Anyone who attends the conference can participate on the Workforce Committee.

- ◆ Volunteers can introduce the speaker or manage the room for almost any conference session they attend.
- ◆ Volunteers can help coordinate the Workforce by spending free time at the Workforce Central desk.
- ◆ Volunteers can practice public speaking skills through speaker introductions.
- ◆ Volunteers can keep a low profile, attend a session, and manage the room at the same time.
- ◆ Volunteers will meet many new ASWA and AWSCPA members by participating on the Workforce Committee.

Interested volunteers should contact either of us to let us know their availability and assignment preferences. We'll match volunteers to sessions and respond back to volunteers to let them know their expected roles.

Thanks so much for your help and work toward the success of the 2004 Joint National Conference.

Sincerely,
Janet Wade
Ft. Walton Beach Chapter, ASWA
janrw@cox.net
850-862-8909

Kate Mulder
Ames Chapter, ASWA
cmulder@nev.hfmgt.com
515-382-6596

The October issue of ASWA's THE COMMUNIQUE is now available online at
http://www.aswa.org/files/members/October_2004.pdf

This issue contains:

- An introduction to the new ASWA "Recruiting Counts" Club member campaign
- The latest information on the upcoming ASWA/AWSCPA Joint National Conference
- Information about National Board of Director nominations and the Nominating Committee process
- A preview of the Annual Business Meeting and credentials process for chapter delegates
- Information about entering submissions for the Presidents' Communication Award
- An overview of ASWA's privacy notice

In every issue:

- Upcoming Calendar of Events
- Regional Director Listing

If you have trouble logging in or have any questions, please do not hesitate to contact us at ASWA at aswa@aswa.org or (703) 506-3265.

Job Opportunities

Part Time Receptionist/Bookkeeper Please send resume to:
Receptionist/Bookkeeper PO Box 2349 Ames, IA 50010

Part Time Tax Preparer/Accountant Please send resume to:
Tax Preparer/Accountant PO Box 2349 Ames, IA 50010

If you are looking or know someone who is looking for a new position, please look here for postings or post your openings here.

Contributions and announcements for the next issue of the Spokeswoman would be gladly accepted. Please send any contributions or ideas to the newsletter chair, Kara Mikesell, klmikesell@mcleodusa.net. The deadline for January issue is January 3, 2005. There will be no bulletin issued in December.
