



Greetings from your new Area Coordinator: **Kim Birkelbach**

My address is **20823 Twisted Leaf Drive Cypress Tx. 77433**

My email is **kjbirkelbach@sbcglobe.net**

My Phone number is (home) **713-204-7788** (cell)**713-204-7788**

Best time to reach me is in the evenings. Best way to reach me is by phone or email.

You have completed the first year of your biennium. Congratulations. I am available to assist you in any way possible. Don't hesitate to contact me. I want to visit your chapter during my biennium as area coordinator. Please indicate a suggested date below, if possible. (I prefer a regular meeting, not a social event, and I would love to meet with the executive board of your chapter also.)

My Goals

- **Strengthen ties within the area. Some possible ideas to achieve goal:**

1. Develop and create a web site with Area III monthly newsletter for presidents to be informed about dates, ideas, and other Area III information.
2. Exchange newsletter ideas with chapters within Area III.
3. Plan a few presidents meetings with in the biennium to discuss chapter successes and areas of concern.
4. Brainstorm ideas with chapter leaders on how to encourage Area III membership. Discuss successes during chapter visits.
5. Provide workshops of Areas interest during the Fall Area Workshop of 2012. (Including CPE credits)
6. Increase attendance and leadership during chapter meetings and Fall Area Workshop.
7. Develop a better understanding of our society: website, constitution, scholarships, leadership, and importance of chapter/member involvement.

- **Use the technology committee person from your area to assist chapters wanting to advance in technology.**

1. Create a usable chapter website.
2. Improve communication within the chapter and within the area.
3. Teach members how to work with pictures, word documents, attachments, graphics, and email.

- **Assist chapters with ideas for gaining membership (Promote exchange of ideas within area.)**

1. Promote ideas for reinstatement of members.

2. Create ideas that would be inviting to non-members to meetings.
3. Develop ways to make chapters more visible in our community and with each other.

- **Develop an idea exchange within area chapters for energizing within the chapter and improving chapter attendance**

1. Utilize leadership and talents within chapter to expand interest.
2. Invite community participation into chapter meetings.
3. Develop fun, exciting, and enriching openers and closers to meetings, which in turn will encourage participation.

To be completed by chapter president

Your Greatest Needs (Detach and return this part of page to your area coordinator.)

- I would appreciate help with
- You are invited to visit (chapter name) date Time

Area Coordinator will confirm date with chapter president.

- My newsletter chairman's email is

Chapter presidents will receive a list of area newsletter editor emails. Chapter presidents should add these area editors to the chapter distribution list after they receive it from the area coordinator.

Chapter President Chapter Area

Return by e-mail or snail mail to area coordinator above by September 15. (1 pt. will be given on PACE if you meet this deadline.)