

COMMUNIQUÉ



September 2008

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Receive a FREE Ad for referring new members to The Alliance!

As a small thank you for referring a new member to The Alliance, you will receive a complimentary business card ad in the Communiqué.

THE ALLIANCE OF PROFESSIONAL WOMEN

Executive Director

Karen Alexander [303] 368-4747
E-Mail: execdir@apwcolorado.org
Website: www.apwcolorado.org
P.O. Box 480384, Denver CO 80248

• Connecting Women Personally, Professionally and Philanthropically

APW's 2nd Annual Membership Appreciation Lunch is September 11

Please join us for our **second Annual Membership Appreciation Luncheon**, open to members, guests and friends, old and new! Enjoy delicious food, complimentary parking, and special gifts and surprises for everyone. Register on-line to make your reservation **NOW!**



The Alliance is thrilled to announce **LARA MERRIKEN** CEO/Founder of **Larabar** will be our speaker at this Member Appreciation Luncheon. After kicking a life long junk food habit, she realized hiking one day that there wasn't a single convenient product on the market made of food without ingredients that defy pronunciation. Off she went to her cuisinart and the rest is history. Today, millions of Larabars are produced each month and Larabar is available in thousands of stores worldwide. Hear her remarkable story of turning her passion into a business at the luncheon! (See Page 4 for event information)

APW For The Cure!!!



Save the date and register today for **Team Alliance** and make a difference in the fight against Breast Cancer! Race Day is **Sunday, October 5, 2008** at the Pepsi Center – online registration closes at 12 noon on October 1, 2008. We will rendezvous at our special location beforehand for a special pink continental breakfast! There will be free parking and within easy walking distance to the start of the race. This year's theme is **"APW Cowgirls for the Cure"**! Team members should pick up unique pink items such as pink bandanas, boas, sunglasses, socks, leggings, t-shirts, face paint, rings, etc. More information will come after you register.

To register, go to www.raceforthecure-denver.com and click on "Register Now!" and then "Join an Existing Team". Scroll down to the bottom of the page and search by the keyword "APW" in the Team Name field to find our team registration page. The Alliance Team will be doing the 8:30 am Co-ed 5K Walk/Run, feel free to sign up spouses, children, or invite friends or co-workers to join in the fun! It will be fine if you would like to do the Competitive Race or the Family Fun Walk instead, you will just not be walking with the group. The registration fee for adults is \$30, \$20 for seniors 65 and older, and children 18 and under or you can do a Family Four Pack (2 Adults/2 children) for \$90.

Don't want to come on race day? Register for one of these great alternatives:

- Sleep In
- K9 for the Cure
- Work Out
- Or you can just register as a Fundraiser Only.

The Race for the Cure® supports the **Komen Foundation**, one of the greatest advocates for women's health! Contact Team Captain, **JESSICA LYNCH**, at [303] 870-8395.

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The Alliance is a member of and proudly supports:
 Colorado Women's Lobby and The International Alliance for Women

Dear Dana

Now that it's September, I'm starting to think about my fall wardrobe. As the weather cools off I feel like I should be wearing more suits and professional ensembles. My dilemma is that I'm just not comfortable in suiting. It just doesn't feel like me! Can you give me some tips on how I can look professional but in "my style"? --*Suitless for Fall*

Dear Suitless,

You're on the right track! Neat, attractive, appropriate, and authentic are the basic tenets of professional dress. Let me offer advice for you and anyone else challenged by the traditional business suit, which may not "suit" your style at all.

I definitely understand when women tell me they don't like suits. There may be several reasons why. You don't want to look like a clone or you feel like you're wearing a costume when you wear a traditional business suit. It's just not your style!

There's an easy solution to your suit challenge. First, let's look at color. Perhaps a suit in a less conservative color would work better for you—like plum, eggplant, teal, peacock blue, burgundy or forest green. If you work in a less conservative office, you can even try brighter colors. Although it's important to size up the appropriateness of the colors you choose, you shouldn't limit yourself because the choices are endless.

So you have identified some colors you love, but you're still not comfortable with the suit idea, great color or not. There's no doubt a matching jacket and pants or skirt is most slimming and is the way to go when you need to appear the utmost authoritative, official, credible and persuasive, but here are other choices you can make to better "suit" your "authentic self."

- Swap that non-descript suit jacket for something that better fits your style and personality yet maintains your professional appearance. A Chanel jacket, the ever-popular military jacket, a cropped jacket with $\frac{3}{4}$ length sleeves, or retro-looking swing jackets are just a few "suitable" replacements.
- If you typically shop in the "Suit" department, venture out of it a bit. You're likely to find more interesting fabrics in the departments where the jackets and bottoms are sold separately. For a luxurious feel, look for natural fibers such as wool or silk.
- Trade those suit pants for a different pant or skirt, whether it be matching or contrasting. Simply make sure the bottom you choose coordinates well with the color and style of the jacket you've chosen. To paint a visual, imagine a plush brown velvet jacket paired with solid brown wool or brown wool tweed pants.
- Dresses are also often a suitable stand-in for suits. Choose a tailored style such as a sheath that can easily accommodate a jacket. Again, depending on your circumstance, choose a matching or contrasting color.
- Fabulous accessories can make even the most traditional suit extraordinary! Look for the most beautiful colors and materials you can find.

So as you can see, looking professional doesn't have to be as cookie cutter as you thought. Your opportunities to look fantastic and maintain some professional clout are endless. Feel free to dress your "authentic self" making sure your "authentic look" is neat, appropriate and attractive!

Dana Lynch, owner of Elements of Image, is an image consulting firm specializing in taking the stress out of getting dressed and teaching professional women how they can use the power of image to gain an edge in the workplace. Call us at [303] 463-4839 and visit www.elementsofimage.com for more information and to subscribe to Dana's e-Style Tips.

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Editor Notes**From The Editor**

The deadline for submitting articles for the COMMUNIQUE is Noon on the **15th** of each month. All submissions must be **electronic**. The COMMUNIQUE provides stories of interest & information to Alliance members. Please send **ideas, comments, contributions, and questions** to execdir@apwcolorado.org



Great Business Time Savers

Top Tips To Using MS Outlook

After recently attending the workshop on using MS Outlook presented by **AVA CHAPPELL** of **E-Systems Organizers**, I re-evaluated my time at the desk and started cutting it down to size. It is very liberating and I challenge you to try 1 or 2 simple things.

Tip 1: Turn off the bell. My biggest time saver has been to turn off the bell for incoming emails. By not reading the emails as they come in, I am focused on what I am doing until I get it done and have time during the day on my calendar to stop and check all my emails at once. Look under tools/options/email options/advanced email options. Remove the check mark from the "play a sound" box. TODAY!

Tip 2: Only review email ONE time. Here is how it works for me. If there is some action I must take, based on the email, I put it onto the calendar at the time I can and or must take that action and delete the email. If the action includes sending a response I put that into the task (including the email address). I click on the address and send the response at the time I complete the action. If there is action someone else must take, I forward onto them right then, and delete the email.

Tip 3: Use Tasks. Many of us don't delete until we know all the follow up is complete. So how do we keep track of things we or others are supposed to be doing? Use tasks! I have not used these as intended and using them the right way certainly is powerful. When creating a task, link the contact info right into the task (stop looking it up in separate screens). Assign the task, which allows the status to go back to the requestor (you) as the person working on it updates their status. An auto notification is sent to you when they are done and it sits in your task list until it is done. Tasks can be sorted by category, so as you advance, setting up standard categories is very helpful.

*Patrice Barber is the President & Founder of **Taylor Made Wealth Coaching**. She has 20+ years experience in real estate investing, 15 years in corporate management consulting & training, 5 years in personal financial mentoring & group workshops. www.tmwealthcoach.com*

Call For Articles

Do you have tips to share with fellow members? We want to hear from you! Share your valuable information by submitting an article for the Communiqué. Send me an e-mail at execdir@apwcolorado.org.

Articles can't be sales-oriented. Submissions will be reviewed.

The Alliance Member Benefits:

- Community Activism
- Committee Involvement
- Connecting Women Personally & Professionally
- Dental, Vision Prescription & more through Direct Dental Plans of America, Inc.
- Discounts on Professional & Business Services
- Educational Programs
- Friendships & FUN
- International Alliance for Women (TIAW) member
- Leadership Development
- Membership Directory
- Membership in the Eagle Legacy Credit Union
- Member Support
- Monthly Newsletter
- Monthly Networking Luncheons
- Networking Opportunities
- Personal Growth/Development
- Political Activism
- Social Events
- Support Networks
- TOM, your Trouble-free Online Manager

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Member News & Information

Alliance Networking Opportunities, Events, Activities & More

All APW members are welcome to join any of our committees or simply attend a meeting.

WHEN: TUESDAY, SEPT. 3, 2008 • 5:30 PM

WHAT: OUTREACH COMMITTEE MEETING

WHERE: On the Border Restaurant in Tamarac Square

RSVP: ALEXIE TUNE [303] 312.4035
atune@deloitte.com

WHEN: THURSDAY, SEPT. 4, 2008 • 11:30 AM

WHAT: NETWORKING EVENTS COMMITTEE MEETING

WHERE: Whole Foods on Colorado Blvd.

RSVP: DANA LYNCH [303] 463-4839
dana@elementsofimage.com

WHEN: THURSDAY, SEPT. 11, 2008 • 11:30 AM-1:00 PM

WHAT: SEPTEMBER MEMBER APPRECIATION NETWORKING LUNCHEON

WHERE: Inverness Hotel & Spa, 200 Inverness Drive West, Englewood, CO 80112

COST: \$30 for Alliance members/\$40 for non-members

RSVP: www.apwcolorado.org
 Please join us for our 2nd Annual Membership Appreciation Luncheon, open to members, guests and friends, old and new! Enjoy delicious food, complimentary parking, and special gifts and surprises for everyone. **Last year's luncheon was sold-out so make your reservations today!!** or non-members

LARA MERRICK, CEO/F of
Larabar (www.larabar.com)
 will be our speaker at this
 Member Appreciation
 Luncheon.



Be A Bag Sponsor at our September Member Appreciation Luncheon

For only \$50, you can be a **special bag sponsor** at our **September Member Appreciation luncheon**. Include a special giveaway or goodie and get noticed by all of the fabulous women who attend our special appreciation luncheon. Please call **Karen Alexander** at [303] 368.4747 for more information!

▼ Take NOTE!

- Our newsletter is NOW interactive! **CLICK** on any **bolded purple** text and launch websites, send emails, register for events, or move to a different part of the newsletter!
- You can now find an **RSVP link** to upcoming Alliance Events on our homepage! Go to www.apwcolorado.org and click on the bold RSVP link – it will take you directly to the **BlackTie RSVP** page for the event!

WHEN: THURSDAY, NOVEMBER 6, 2008

WHAT: ALLIANCE FOUNDATION VILLAGE BANK FALL FUNDRAISER

WHERE: Kutak Rock LLP, 1801 California St., Suite 3100

COST: TBA

For more information:

KAREN ROSEN [303] 618.0427
execdir@apwfoundation.org

Mark your calendars to join us for our Fall Village Bank Fundraiser. Come learn how a small \$100 microloan can change the lives of women, their families and the communities they live in.

Other Networking Opportunities

WHEN: WEDNESDAY, SEPT. 10, 2008 • 9:30 AM-1:30 PM

WHAT: AN HP AND SCORE SMALL BUSINESS WELLNESS WORKSHOP

WHERE: Mile High Station, 2027 Old West Colfax
 Denver, CO 80204

COST: Free. Includes lunch.

RSVP: score62@scoredenver.org or contact the Denver SCORE Chapter at 303-844-3985.

Economic and environmental threats are very real for small business. This is why HP and SCORE are bringing an essential workshop to your area on the topic of Small Business Wellness. Join HP and SCORE along with local officials on Wednesday, September 10th for a special Denver area Small Business Wellness Workshop, "Planning for Business Success" where you will receive:

- Simple solutions and tools for ensuring your business' core assets—customer records, accounting systems, and databases—can weather environmental and man-made threats.
- Key environmental efficiencies for saving energy, time and money while growing your business.

All attendees will receive:

- 1GB back up tool as well as a chance to win new productivity tools including:
- A HP Media Vault— secure, automatic on-site back up and file sharing—without IT personnel.
- Logoworks by HP package to help create or update your brand identity.

Member News & Information

New Member Profiles

1. Why did you join the Alliance of Professional Women?
2. What are your hobbies?
3. What is your position/business?
4. What is something that few people know about you?

EDITH SAMOUILLET, Right Management, www.right.com, [303] 796-5532

1. I joined APW under the recommendation of another woman. I was already a member of a French businesswomen association in France and I strongly believe in networking to develop personal relationship and business.
2. My hobbies are: photography, Native American flute and drums playing and supporting the Native American Navajo community.
3. I am a VP Organizational Consulting for Right Management (subsidiary of Manpower), a global Organizational Development Organization.
4. I strongly believe in the power of giving and receiving and it is my vision of life.

KERRY KRUPKA, Attorney • [303] 572-7838

1. I joined because I just moved to Denver from California and don't know anyone personally or professionally so I thought I would be a great chance to meet people. I hired a calligrapher for our wedding invitations and she is a member and encouraged me to join.
2. I love to ski, run, hike, read, and watch movies.
3. As a recent law school graduate, I am about to begin my job search as an attorney.
4. Most people don't know that I am secretly a tomboy, and love playing outdoors

Anniversaries

The Alliance **recognizes** and **thanks** the following women who joined The Alliance of Professional Women in September. We greatly appreciate your continued support.

- | | |
|----------|--|
| 20 Years | ANNE VITEK , Vitek & Doniger, P.C. |
| 17 Years | SANDY SMITH , Alexander Smith Design, www.alexandersmithdesign.net |
| 14 Years | PEGGY JENNINGS , Gordon, Hughes & Banks, LLP, www.ghbcpa.com |
| 3 Years | BARBARA CRAWFORD , Crawford & Cleveland, P.C.
www.health-care-lawyer-denver.com |
| 1 Year | RONNIE RAY , Apollo Financial Services, LLC |

New Members

HILLARY HILLIARD, Health and Wellness - Massage Therapy, **Textured Motion, LLC**, www.texturedmotion.com, [720] 270-3633
Health and Wellness, Massage Therapy Textured Motion, LLC is a massage therapy clinic that offers a wide variety of massage and manual therapy techniques. We are unique and superior in our industry due to our outstanding and caring therapists and will restore the well being and health to your life.

EDITH SAMOUILLET, Personal & Professional Coach, **Right Management**, www.right.com, [303]796-5532
Develops and delivers career transition services, and provides human resources consulting services.



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To Benefit:



Improving
the status
and quality
of life
for women



Alliance Foundation

Helping Women Help Themselves



GivingFirst Helps Make Your Credit Card Donations To The Alliance Foundation Grow!

The Alliance Foundation is excited about our participation in GivingFirst, an online giving tool run by Community First Foundation. GivingFirst.org is a Web site that enriches donors' knowledge about the nonprofit sector and promotes e-philanthropy in metropolitan Denver.

Beginning **October 1st**, we have a couple of terrific opportunities to receive additional monies through are partnership with GivingFirst.

Starting Oct. 1, 2008, Community First Foundation will award \$2,500 to the first 24 organizations to receive a total of a \$5,000 in donations through GivingFirst.org. From Oct. - Dec. 31, 2008, for every ten (10) donations made to us through GivingFirst.org, our name will be placed in drawings to receive \$2,500. There will be four drawings, and the more donations we receive, the more chances we have to win!

What's more, whenever credit card donations are made through GivingFirst.org, Community First Foundation pays the credit card processing fees. Fees are typically three percent per gift. This means that 100% of your gift will come directly to the Alliance Foundation.

To make a donation to the Alliance Foundation through GivingFirst, **please go** to www.givingfirst.org and enter Alliance Foundation under search for non-profit organizations. From there, you will be directed to our profile where you can make a donation. Once you have donated, remember to tell your friends how easy it is to help us. **Thank you for your support.**

About GivingFirst

GivingFirst is a Web-based giving tool designed to enrich donors' knowledge about the nonprofit sector and encourage charitable giving in metropolitan Denver. It is an online resource that provides consistent, validated data about nonprofits' management, finances and programs. Visit www.GivingFirst.org.

About Community First Foundation

Community First Foundation has been serving the metropolitan Denver community since its founding in 1975. The Foundation is committed to strengthening the community by providing leadership and grant funding, and by assisting individuals in supporting their charitable causes through options such as estate planning and donor advised funds. The Foundation uses its resources to strengthen the community through its Nonprofit Preservation Initiative that includes education, Strengthening Partner Grants, GivingFirst, and Endowment Challenge Grants. Visit www.CommunityFirstFoundation.org.

Fall Fundraiser

**WHEN: THURSDAY,
NOVEMBER 6, 2008**

**WHAT: ALLIANCE FOUNDATION
VILLAGE BANK
FALL FUNDRAISER**

WHERE: Kutak Rock LLP,
1801 California St., Suite 3100

COST: TBA

For more information:

KAREN ROSEN [303] 618.0427
execdir@apwfoundation.org

Mark your calendars to join us for our Fall Village Bank Fundraiser. Come learn how a small \$100 microloan can change the lives of women, their families and the communities they live in.

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CALENDAR OF EVENTS

You can now find an RSVP link to upcoming Alliance Events on our homepage! Go to www.apwcolorado.org and click on the bold RSVP link – it will take you directly to the **BlackTie RSVP** page for the event for **ON-LINE REGISTRATION** See **PAGE 4** for event information and event codes or call the contact for the event.

SEPTEMBER 2008

	M	T	W	T	F	S
	1 LABOR DAY	2	3 OUTREACH COMMITTEE 5:30 pm, On The Border Restaurant in Tamarac Alexie Tune [303] 312-4035	4 NETWORKING/EVENTS COMMITTEE 11:30 am, Whole Foods on Colorado Blvd. Dana Lynch [303] 463-4839	5	6
7	8	9	10	11 MEMBER APPRECIATION NETWORKING LUNCHEON 11:30 am, Inverness Hotel & Spa, 200 Inverness Dr. W., Englewood, CO. with speaker Lara Merrick of Larabar, www.apwcolorado.org	12	13
14	15	16	17 AMAZING WOMEN RETREAT September 17-19, Cooper Mountain Resort By Camp Experience and sponsored by The Alliance. www.CampExperience.com	18 AMAZING WOMEN RETREAT September 17-19, Cooper Mountain Resort By Camp Experience and sponsored by The Alliance. www.CampExperience.com	19 AMAZING WOMEN RETREAT September 17-19, Cooper Mountain Resort By Camp Experience and sponsored by The Alliance. www.CampExperience.com	20
21	22	23	24	25	26	27
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OCTOBER 2008

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5 RACE FOR THE CURE® Team Alliance and make a difference in the fight against Breast Cancer! Jessica Lynch [303] 870-8395.	6	7	8	9 NETWORKING LUNCHEON 11:30 am-1:00 pm- TBD	10	11
12	13	14	15	16	18	18
19	20	21	22	23	24	25
26	27	28	29	30	31 SPOOKY DAY	NOVEMBER 6 !!!! ALLIANCE FOUNDATION VILLAGE BANK FALL FUNDRAISER, Karen Rosen [303] 618.0427