

# Accommodations

## LaQuinta Inn

20570 W. 151st Street  
(913) 254-0111

A block of 30 rooms has been reserved under "AAKC" for a rate of \$83/night.

Reservations need to be made by March 18, 2015. Check-in is at 3:00 p.m. and check-out is at 11:00 a.m. Please bring your tax exempt form for check-in.



Once a sleepy town on the prairie, we've been one of the fastest-growing in the nation in recent years. We're home to Garmin, Farmers Insurance, and Honeywell Aerospace. Despite the growth, wherever you look there's a hint of the past. Visitors love to hop a ride on The Mahaffie Stagecoach drawn by horses, the last remaining one on the Santa Fe Trail.

LaQuinta Inn offers free wifi, an indoor swimming pool and a free Bright Side Breakfast featuring hot foods as well as pastries and fruit.

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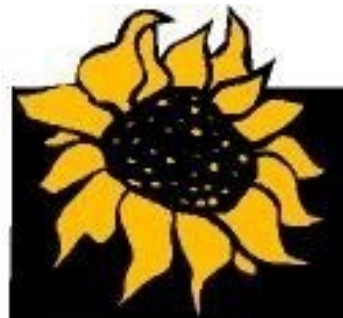
Question about the Olathe area,  
please call Brenda Long at  
913-971-8940 (w)  
or 913-515-9795 (c)

## Who We Are

The Administrative Assistants of Kansas Cities (AAKC) was formed from a desire to promote and improve proficiency of its members and public administration in Kansas, and provide a network of information, ideas and support to its members.

This organization meets semi-annually at various AAKC member cities across the State. A two day Spring Conference is held on the first Thursday and Friday in April and the Fall Conference is held the second week in September, beginning on Thursday afternoon, adjourning early afternoon on Friday.

Members have an opportunity to participate in training classes on various career-related topics, mobile tours of city projects, informational presentations from community leaders and city administrators, the AAKC Business Meeting, and invaluable networking.



## Spring Conference

April 1-3, 2015



*Setting the Standard for  
Excellence in Public Service*

# 2015 AAKC Spring Conference

## Wednesday, April 1

### Early Bird Activities

- 3:00 p.m. Hotel Check-in  
4:00 p.m. Meet in Hotel Lobby to  
carpool to the Legends  
6:30 p.m. Dinner (Location TBD)

## Thursday, April 2

- 7:30 a.m. Breakfast at Hotel  
8:15 a.m. Depart Hotel for City Hall  
**City of Olathe, City Hall - 100 E. Santa Fe**  
8:30 a.m. Welcome by Assistant City  
Manager - *Susan Sherman*  
9:00 a.m. Facebook/Twitter/  
NextDoor -  
*Erin Vader & Beth Wendel*  
10:30 a.m. Break  
10:45 a.m. Wellness Program -  
*TBD*  
12:00 p.m. Lunch  
Greeting by City Manager  
*Michael Wilkes*  
1:00 p.m. Mahaffie Stagecoach Stop  
Tour - *Tim Talbott*

## Thursday - Cont.

- 2:00 p.m. Community Center Tour and  
Fitness on Demand -  
*Lisa Sewalson*  
3:15 p.m. Return to City Hall  
3:45 p.m. OlatheConnect -  
*Sharrid Girard*  
5:00 p.m. Pearl Girl Boutique -  
(Optional Activity and  
hors d'oeuvres)  
6:45 p.m. Dinner at Simply Reinspired

## Friday, April 3

- 7:30 a.m. Breakfast at Hotel  
9:00 a.m. Council Member Marge Vogt  
Hotel Conference Room  
10:00 a.m. Break  
10:15 a.m. Business Meeting  
12:00 p.m. Lunch/Gift Exchange

*We are delighted to welcome you to Olathe for the  
Spring AAKC conference. We hope you feel at  
home and invite you to visit again in the future.*

*Tracy and Brenda*

## Registration

(Due by March 15, 2015)

\_\_\_\$0 Wednesday evening  
\_\_\_\$150 Thursday and Friday  
T-Shirt Size - S M L XL \_\_\_  
Slim Cut or Regular

\_\_\_\_\_  
Name

\_\_\_\_\_  
City

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Spouse/Guest Name

Make check payable to AAKC and mail with  
conference registration by

March 15, 2015 to:

**Darlene Provance, AAKC Treasurer**

**PO Box 519**

**Abilene, KS 67410**

**Phone: 785-263-2550**

**Fax: 785-263-2541**

**E-mail: [adminasst@abilenecityhall.com](mailto:adminasst@abilenecityhall.com)**

## WELCOME TO OLATHE

## INSIDE THIS ISSUE:

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Special Thank  
You to Olathe

What great hospitality  
and warm welcome!

Thank you to Coordinator  
Brenda Long and Tracy  
Fiorini for putting together  
a great conference and  
making everyone feel at  
home!!!



The AAKC 2015 Spring Conference was held in Olathe, Kansas. It was two days full of education, networking, and making new memories. Thursday morning the conference began with a warm welcome given by Assistant City Manager, Susan Sherman, at the Olathe City Hall.

At lunch City Manager, Michael Wilkes, welcomed the members to Olathe and on Friday morning Council Member, Marge Vogt, spoke at the conference. Thank you for taking time from your busy schedules to be with us and share important information about Olathe and what is happening.



## WELCOME TO NEW MEMBERS:

Melissa Krehbiel—City of Newton

Janet L. Parker, CSC/APC—Unified Government of Wyandotte County/Kansas City, Kansas.

**CONGRATULATIONS** to Pat King, City of Winfield  
on her recent retirement!







Thursday morning the members gathered together to begin an educational day. The majority of the day was held at City Hall. In between sessions we were allowed to explore the building. The whole building was extravagant.

## WOMEN AND LEADERSHIP

Thursdays presentations began with Beth Wendel speaking about social media. She described postings city staff can post that would gain a bigger audience. The second presentation was by Sharrid Girard on Plain Language. City Manager, Michael Wilkes, spoke to the group as well and expressed his appreciation for his staff. After lunch our learning continued with adventures around Olathe.

*“Great minds discuss ideas,  
Average minds discuss  
events,  
Small minds discuss people.”*





# SITES OF OLATHE, KANSAS



Miranda Benedict, Garden City takes a selfie with the horses.



First Stop was Mahaffie Stagecoach and a tour with Tim Talbott. I am sure President Celyn hopes this is not her mode of transportation this year.

Then on to the Community Center for a tour with Lisa Sewalson. (See below) What a great facility they have. Wellness is an important tool for all of us so we can be our best at work and at home.



Hillary Draper, Emporia posed with the horses.

The afternoon concluded with an activity at Pearl Girl Boutique.



Dinner was at Simply Reinspired with good food, music and friends.



## NETWORKING OPPORTUNITIES...



Members kicked off the Spring Conference with dinner at Lone Star Steakhouse at Village West in Kansas City, Kansas. Before dinner members enjoyed shopping, walking and sight seeing at The Legends. A great time was had by all! The evening was filled with good food and good conversations.



**Wine Barn Winery and Vineyard**  
2850 North 119th Street  
Kansas City, Kansas  
[www.winebarnwinery.com](http://www.winebarnwinery.com)

Members checked out The Wine Barn after dinner. Celeste Mikijanis shared the history of the establishment—check out the website for events that are planned.





## WRAPPING UP THE CONFERENCE...

Friday morning Council Member, Marge Vogt, joined us and gave an update on the activities taking place in the City of Olathe. She spoke about how much women can make a difference in the work setting and how we have learned to balance our lives. Marge Vogt is the only female currently serving on the Olathe City Council. Olathe Mayor, Michael Copeland, also welcomed the group and expressed his gratitude to his city staff as well as to the members present for all the hard work everyone does. He also shared his knowledge on the Olathe's new community center and expressed his appreciation for Marge and appreciates her views when it comes to making major decisions for the city.



We wrapped up the conference with lunch and a business meeting. Minutes were approved, membership was discussed and standing committee chairs gave their reports. Congratulations to the newly elected President Celyn Hurtado and Secretary Kara Godfrey who join Vice President Terri Dexter and Treasurer Darlene Provance (we missed you!) on the Board. We know you will do a great job!

### UPCOMING CONFERENCES

September 2015—Arkansas City

April 2016—Wyandotte County/Kansas City, Kansas

## ACCOMMODATIONS

**Best Western Plus  
Patterson Park Inn**  
6100 Patterson Pkwy  
Arkansas City, KS 67005  
Phone: 800-780-7234  
Fax: 620-307-6769

A block of 30 rooms has been reserved under "AAKC" for a rate of \$83/night. Check-in is at 3:00 p.m., and check-out is at 11:00 a.m. There is an indoor pool. Please bring your tax exempt form for check-in.



Guests that visit Patterson Park Inn can expect to experience the warm hospitality of our hotel staff, where we take customer service to the highest level and always put the comfort of our guests first. When you visit Arkansas City you will not find a shortage of things to do. Enjoy a summer concert in the park, relax at the local winery, take a historic drive to see the stone bridges of Cowley County, or a nice walking tour of the local art sculptures throughout the city. Don't forget to take in one of our festivals while you're here. The Walnut Valley Festival is a world renowned blue grass festival held each year at the Winfield Fair grounds and is one you do not want to miss. Arkalalah and the Last Run Car Show are two others you want to stick around for. Enjoy your stay.



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**Administrative Assistants of Kansas Cities**  
*An affiliate of the League of Kansas Municipalities*



## *Welcome to Arkansas City*

a beautiful community rich in history,  
located on the Kansas/ Oklahoma  
border – the gateway to the Cherokee  
Strip Land Run.

The City is governed by a  
Commission/Manager form of  
government and provides services to  
12,415 residents.



# 2015 AAKC Fall Conference

## Thursday, September 10

- 3:00 PM Hotel Check-in
- 4:00 PM Business Meeting  
220 S Summit ST
- 5:30 PM Dinner Served by Graves Drug  
(Chicken Enchilada, Spanish Rice, Salad)

## Early Bird Activity

- 6:00 PM U Paint It Studio  
220 S Summit ST

Ark City's new and fun paint parties...no experience necessary. Unlock

your creative side and create something unique

and exciting. The cost is \$12.50 per person. We will be painting the picture to the left. Don't worry, there will be templates to trace!!!



Terice's Contact Info: 620-441-8012

## Friday, September 11

- 8:00 AM Continental Breakfast at Hotel
- 8:30 AM Welcome by City  
Manager Nick Hernandez



- 9:00 AM Team Building  
Dr. Dennis C. Rittle



- 10:00 AM Break
- 10:15 AM Interactive Professional Development  
Lory West



- 11:30 AM Lunch served by Graves Drug  
(Sandwiches, chips, cookies)  
Finish with Business Meeting

## Registration

(Due by September 1)

\_\_\_ \$50 Thursday evening & Friday  
\_\_\_ \$40 Friday

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
City

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Spouse/Guest Name

Make check payable to AAKC and mail with conference registration by: 9/01/2015

**Darlene Provance, AAKC Treasurer**  
**PO Box 519**  
**Abilene, KS 67410**  
**Phone: 785-263-2550**  
**Fax: 785-263-2541**  
**Email: [adminasst@abilenecityhall.com](mailto:adminasst@abilenecityhall.com)**

AAKC

# THE AAKC CONNECTION

FALL 2015

Inside this Issue:

2015 Fall Conference  
Business Meeting

Speaker presentations

U Paint It!

Thank you Ark City for hosting the conference. The 2016 Spring Conference will be held in Wyndotte County/KCK

The AAKC 2015 Fall Conference was held in Ark City. A few members may have new, colorful words to describe painting after the interactive activity on the first evening. To the left Darlene Provance, Abilene, shows off City Hall while out catching some fresh air in Ark City. Thank you Terice for a great conference!



## WELCOME TO ARKANSAS CITY

The speakers at the conference were very informative. It was good to hear from such experienced and knowledgeable individuals.



City Manager  
Nick Hernandez



Dr. Dennis  
C Rittle



Lory West





# 2015 Fall Conference Business Meeting



The AAKC Board prepares to hold another productive business meeting. Members listened intently and offered their input as well as committee reports. In the bottom right picture Lois, Derby, and Charlotte, Ottawa, love posing for pictures and are appreciated for being such assets to the AAKC organization.



# Gaining Knowledge at the AAKC 2015 Fall Conference in Arkansas City, Kansas Friday, September 11, 2015

City Manager, Nick Hernandez, welcomed the AAKC members to Arkansas City. He expressed appreciation for all that we do as administrative professionals. The second speaker of the day was Dr. Dennis C. Rittle from Cowley County Community College who had an excellent power point presentation on the importance of team building in the workplace. Our final speaker at the fall conference that Terice lined up was Lory West. Lory is a full-time mom of 3 and a professor at the community college as well. Her presentation was on Interactive Professional Development. She had a lot of ideas and wisdom to share with our group. It is safe to say that all the members learned something from these three speakers at this conference.



Nick Hernandez



Dr. Dennis C. Rittle



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Who doesn't want to try out the food from Graves Drug? The general consensus from the members after the speakers were finished was, "Let's eat!" The speakers, food, company and atmosphere were all a hit with all the members.





# U Paint It!



This interactive activity on the first evening of the Fall Conference was a very fun event. It helped the new faces in the group mingle with active members and even some Honorary Members! It was great to see everyone enjoying painting their works of art as well as complimenting others!





The final projects were displayed very carefully by Miranda and Hillary! What a bunch of talented artists!



We like each other so much we hang out after the meeting! What a great group of people to meet and call friends! AAKC is one of the best organizations to join!

