



Kingston District  
Human Resources  
Professionals  
Association

Shaping Organizational Excellence

# HR Dimensions

May 2005



## President's Message

Susan Piercey, CHRP

President,

KD-HRPAO

The AGM is a time for reflection and celebration. I am reminded of Forrest Gump's famous saying "Life is like a box of chocolates. You never know what you are going to get." Our box this year was filled with some old favourites and some new creations.

We started the year with an executive team committed to planning PD programs, services and networking opportunities. We mapped out our goals at the annual planning meeting in June. There are detailed portfolio reports in this Annual Report, which I encourage you to read.

However, I would like to highlight some of the accomplishments and successes of your chapter this year.

- 6 new board members joined the Board and participated in a Board Orientation in August organized by HRPAO.
- A first for Kingston Chapter: A Membership Directory was published and distributed to members in December.
- 6 successful program events were held - Dine Around sold out for a 3rd year; full capacity at the HR Assistant workshop; highest attendance ever of 120 at the March Breakfast Meeting.
- Sponsorships and advertisers increased.
- A new policy was developed for sponsorships to clarify roles and expectations of partnerships

and advertising rates were lowered in keeping with reduced costs due to the electronic format of the newsletter.

- Revised bylaws were prepared and are being presented at AGM for ratification.
- Our new Administrative Assistant has been and continues to be a wonderful asset to the chapter and the board.
- Recent CHRP recipients were recognized in the Whig Standard on April 23, 2005.
- A new Members' Discount Program was announced in December and members were given full details of discounts in April.
- 20% increase in membership.
- Another first for Kingston Chapter: Renewing members will enjoy an event price break when they participate at an event next year.

All of the accomplishments are a tribute to the dedicated and creative members of your executive

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*President's Message . . . from page 1*

board past and present. My personal leadership goal was to give people an opportunity to contribute and grow and move the chapter forward. I asked for feedback from the current board and they indicated that they value the experiences gained as a volunteer board member. Please join me in letting them know that their contributions of time, effort and creative ideas have made a difference and have enhanced the continuing growth and success of the Kingston Chapter.

As some of you know, I am a recycled President, having served as President for 2 terms in 1998 and 1999. Last year, I agreed to relieve Hazel Gilchrist, who had served as President for the past 4 years, and take on the role for one year.

And now that the year is over, and on the occasion of the AGM, I am pleased to welcome back Pennie Carr-Harris to the execu-

tive. Pennie has agreed to serve as President. Pennie served on the Kingston Chapter executive for a number of years and as President for 3 terms in the 1990's. She was nominated by the chapter and received the prestigious Honorary Life Award from HRPAA in 2001. Pennie brings a wealth of experience to the executive. Thanks Pennie for stepping up to the plate to relieve me. Please join me in giving her a warm welcome.

It truly has been a wonderful year. The box of chocolates was filled with wonderful treats and delightful surprises. It has been a pleasure and an honour to serve as your President. I will always cherish the wonderful working relationships that I have had on the executive and I look forward to continuing to enjoy our professional association and our chapter events. Finally, in the words of Dean Martin, "*Thanks for the memories . . .*"



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- Coordination of Site Security



A special thank-you to the sponsors who helped make this year's events an outstanding success.

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**St. Lawrence College  
School of Business**

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*Brenda Palmer*



*Richard Eaton*



*Larry Speagle*



*Angela Morin*

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## Get the attention of over 200 HR Professionals and 1000's of Managers they serve.

When you advertise with KD HRPAO you'll have the opportunity to reach this targeted audience of line managers and HR Professionals in the Kingston area.

We've got lots of ways you can advertise with us. Take a look at the list below and select those that are right for you.

• *HR Dimensions* • *Membership Directory* • *Email Advertising* • *Event Mailings* • *Special Mailings*

### HR Dimensions Newsletter

An 8 page newsletter is published quarterly, with articles highlighting best practices in HR, news on the legal front, resources for HR professionals, upcoming professional development events and much more. This newsletter is shared with hundreds of line managers.

#### **FULL-PAGE ADVERTISEMENT**

\$175.00 Member/\$225.00 Non Member for a one-time purchase. For a purchase of 4 issues a \$50.00 discount will apply on each advertisement, for a total savings of \$200.00. **Ad size: 7 1/8" w x 9 5/8" d.**

#### **1/2 PAGE ADVERTISEMENT**

\$125.00 Member/\$175.00 Non Member for a one-time purchase. For a purchase of 4 issues a \$25.00 discount will apply on each advertisement, for a total savings of \$100.00. **Ad size: 7 1/8" w x 4 1/2" d.**

#### **1/3 PAGE ADVERTISEMENT**

\$75.00 Member/\$100.00 Non Member for a one-time purchase. For a purchase of 4 issues a \$20.00 discount will apply on each advertisement, for a total savings of \$80.00. **Ad size: 2 1/4" w x 9 3/8" d.**

#### **1/4 PAGE ADVERTISEMENT**

\$50.00 Member/\$75.00 Non Member for a one-time purchase. For a purchase of 4 issues a \$15.00 discount will apply on each advertisement, for a total savings of \$60.00. **Ad size: 4 3/4" w x 4 1/2" d.**

#### **1/6 PAGE ADVERTISEMENT**

\$20.00 Member/\$45.00 Non Member for 4 issues. **Ad size: 4 1/2" d x 2 1/4" w or 7 1/8" w X 3 1/8" d.**

#### **BUSINESS CARD ADVERTISEMENT**

\$20.00 Member/\$45.00 Non Member for 4 issues. Member discount of \$10.00 applies to 4 issue purchase. **Ad size: 4 3/4" w x 2 5/8" d.**

#### **OUR PUBLICATION REQUIREMENTS**

- The production or creation of your HR Dimensions newsletter advertisement and the Membership Directory are the responsibility of the Advertiser.
- ***The advertisement is to be submitted at the proper size, and include outer crop marks and/or be solid line boxed.***
- The artwork is to be submitted as an IBM compatible electronic file – **only TIF, EPS, GIF and JPG** graphic files are accepted.
- If there is a need to make any changes to the advertisement or if the advertisement is not submitted correctly, there will be an additional graphic adjustment charge.
- Advertisers with an employee who is a current member of the KD-HRPAO chapter qualifies for the member rate.

The advertisement file(s) may be submitted to **Paul Eves at peves@cogeco.ca**



***Are you planning a special event, seminar, workshop that HR Professionals would want to attend?***

***Do you have a special promotion or discount on a product or service that would be of value or interest to HR Professionals?***

***Choose one of the following.***

### Email Advertising

5-6 times a year event notices are emailed to members and other potential members on our mailing list. The one time costs and sizes for advertisements described above for HR Dimensions Newsletter apply.

### Event Mailings

Full-Page Flyer – (5-6 per year)

Members per mailing	Non Members per mailing
\$200.00	\$300.00

*When more than 1 issue is purchased, a \$50.00 discount will apply on each issue.*

Customer provides copies of flyer on light weight stock. **Ad size: 8 ½" w x 11" d.**

### Special Mailings

Advertiser supplies mailing material, envelope, stuffing and postage. The association will attach labels.

Members per mailing	Non Members per mailing
\$200.00	\$300.00

All advertising in the above will be subject to the approval of the appropriate executive board member. Contact Lori Mac Phail at 547-2962 or email her at [hradministration@cogeco.ca](mailto:hradministration@cogeco.ca).

# Executive Slate 2005-2006

We are pleased to propose the following Board and Committee members for 2005-2006 membership year.

President .....	Pennie Carr-Harris, CHRP
Past President (Ex Officio) .....	Susan Piercey, CHRP
Treasurer .....	Nancy Bregg, CHRP
Membership Director .....	Brenda South
Program Director .....	Debbie Seale
Student Liaison .....	Spring Tompkins, CHRP
Government Affaires .....	Wendy Hamelin, CHRP
Public/Community Relations .....	Brenda Palmer, CHRP
Directors-at-Large .....	Steve Wowk, CHRP (Finance) Karen Matthews, CHRP (Newsletter) Gord Stewart, CHRP
Newsletter Director .....	Paul Eves
Student Representatives .....	TBD (3 Ex Officio)
Committee Members .....	Margaret-Anne Byrnes Kim Cucheran Kim Edwards Hal Holt, CHRP Bruce Merklinger, CHRP Andrea Patry, CHRP Jon Walker



## Committee Members

In keeping with our mission, each year we plan and provide educational programs, host networking events and share resources through our newsletter and web site. Due to our past success and our ongoing commitment to members, we have opportunities for chapter members to serve on sub-committees.

We don't offer any compensation or free lunch, but your services will be recognized and appreciated by your peers. This is a great opportunity to enhance your resume with new skills and accomplishments AND you can earn 10 points towards your CHRP re-certification.

Please contact Hazel Gilchrist by **June 30, 2005**, to express your interest.

### Do You Have ?

- talent to offer
- enjoy a fun environment
- like working with HR pros
- time to give-a few hours a month to volunteer

**Hazel Gilchrist**

**Tel: 549-6666 ex.4383**

**Email: [gilchrhi@kgh.kari.net](mailto:gilchrhi@kgh.kari.net)**

## HR Best Practices – Staying Ahead of the Curve



Block out October 5, 2005 in your planner for the HR Best Practices Conference! This event will be held in Cobourg at the Best Western Cobourg Motor Inn.

This event is offered in partnership with the Kingston District, Brockville, Quinte, Lakeshore, Durham and Peterborough Chapters and with Thomson Carswell Publishing. More details will be provided in the spring.

Welcome to our . . .

### New Members

*By Brenda South,  
Membership  
Director*

We would like to thank all our members for promoting KD-HRPAO and in helping us exceed our goal this year of a 10% growth in membership. Thanks to all your efforts, we have experienced a fantastic 20% increase in membership since August 2004. Our chapter now has 153 members!

As well, thanks to all members who participated in our events throughout the year. The turnout at these events has been very successful.

We look forward to our continued recognition, growth and visibility in the community as Human Resources Professionals. Please join us in celebration at our AGM on May 25th, 2005!

Join me in welcoming the following members to the Kingston Chapter:

*Micheal G. Chorney*

*Janet Emerson*

*Arlene Healey*

*Carl E. Holmberg*

*Brenda Hunter*

*Pam Johnston*

*Sheila G Johnston*

*Michel Laporte*

*Annette Lilly*

*Allison MacDonald*

*Lori MacPhail*

*Vincent Martin*

*James Minnes*

*Aimee Renaud*

*Amanda Tayles*

*Belinda Vandersluis*

*Jonathan Walker*

*Donald Weir*

*Scott Whyte*

*Tany-Lee Williams*

*Hongcheng Xing*

# Thank You

New to the Kingston District HRPAO this year was a membership directory. Please join me in thanking the advertisers who helped make this publication a very strong success. They are:

***Adecco***

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***Whig Standard***

**KD-HRPAO  
INCOME STATEMENT  
01/06/2004-5/1/2005**

**Interim Report – Un-audited**

**REVENUE**

Membership	6290
Advertising	4490
Events	7840
Misc Revenue	2671

**Total Revenue** **21291**

**EXPENSES**

Administration staff	3500
Misc Expenses	214
Event Expenses	7399
Newsletter	1516
Membership Directory	1135
Membership Fees	241
HRPAO Conference	1302
Office Supplies & Equipment	1450
Administration Expenses	4947

**TOTAL EXPENSES** **21703**

**Net Income** **- 412**

**KD-HRPAO  
BALANCE SHEET  
01/06/2004 - 1/05/2005**

**Interim Report – Un-audited**

**ASSETS**

Chequing Account	3001
Investments	16000
Accounts Receivable	1805

**TOTAL ASSETS** **20806**

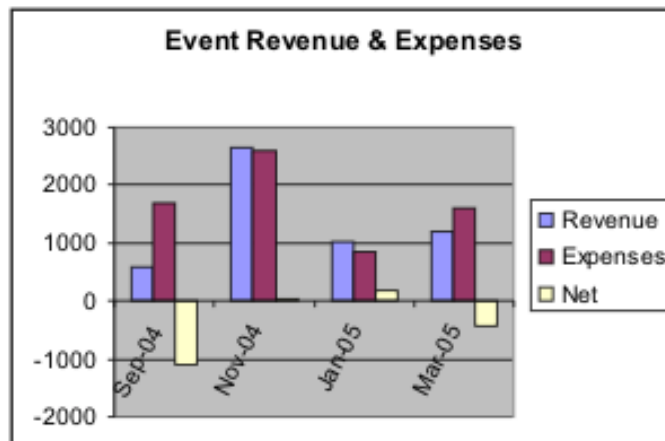
**LIABILITIES** **0**

**EQUITY**

Retained Earnings	21218
Current loss	- 412

**TOTAL EQUITY** **20806**

**TOTAL LIABILITIES & EQUITY** **20806**



## Financial Report

KD-HRPAO has had another successful year of events for our community. Your membership fees to HRPAO include fees that are allocated to your local association and these fees help pay for the events, newsletters, administering the web site and for administrative support. Some events are at no cost to members and others may be subsidized. If you are a regular attendee to our events you are getting more for your membership fee than those who chose not to attend. What a bargain!

The attached Financial Statements reflect our current year's financial situation. Some of the events were operated as a loss due to the amounts covered by your association. We are looking forward to another successful year with your participation.

*By Nancy Bregg, CHRP, Treasurer*

## Enjoy the AGM

### Annual General Meeting

*Wednesday*  
**May 25, 2005**

at the  
Cataraqui Golf &  
Country Club



This promises to be an exciting event and will include a first for Kingston!

## 2004-2005 Program Review

Kingston District – Human Resources Professionals of Ontario endeavors to provide educational and informative sessions for their members, students and potential members based on feedback that the executive board receives throughout the year. KD-HRPAO has experienced a very exciting year and would like to thank everyone who participated in making this year the best yet! Throughout the year we held several events, with numbers climbing higher than ever.

Every year more organizations understand the importance of their Human Resources staff participating in monthly events. It is inspiring to watch the growth of the association and see our members bringing new faces out to the events. It appeared this year that more people wanted to be involved and become part of the growth at KD-HRPAO. Whether at the breakfast or at the dinner events, the contribution was incredible and we hope it will continue in the years ahead.

The year started off in September with a Mix and Mingle at the Radisson Hotel with Andre Latour, President of HRPAO, as our guest speaker. In October, the HR Assistant's workshop took place and supplied many assistants an afternoon packed full of helpful information. Sold out numbers were achieved in November at the ever popular Dine Around event held at Mino's Restaurant and we had a **record** number of speakers this year.

The first event held in the New Year was "Breakfast with the Experts" – with Alan Whyte and

Peggy Smith providing us with information on legal issues from the employer and employee perspectives. The student event in March brought a **record** 125 people to the event at the Donald Gordon Center. Gord Stewart was the guest speaker and he provided great insight into the topic of managing conflict in the workplace.

The next event is the Annual General Meeting –The Magic of Summer, which will be held on May 25, 2005 at the Cataraqui Golf & Country Club. Our speaker for the last event of the season will be Dan Trommater, a successful magician who will bring alive the concepts of teamwork, creativity, commitment and perception through his use of magic and stories – hope to see you there!

KD-HRPAO would like to thank all of our generous sponsors! Our sponsors have permitted us to provide first-class events throughout the year. Great locations, a variety of refreshments and motivational guest speakers are due to the continuous support that we receive. Another big thank-you goes out to all of the speakers that we have had at the events. Taking time out of your busy schedules has not gone un-noticed and we would also like to extend our gratitude to each of you. Our sincere appreciation goes out to all the people and organizations that were part of our accomplishments.

Looking back over the past year allows us to keep smiling towards the future. We are anticipating a very exciting 2005-2006 year and look forward to everyone contributing to ensure our continuous growth and success. Thank you

again to our sponsors, guest speakers, volunteers and everyone that attended our events for your ongoing involvement and assisting us in achieving our goals and objectives. KD-HRPAO will continue to bring forth exciting events and topics in the up-coming year to ensure our growth as HR Professionals!

*By Debbie Seale, Program Director*



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email: [hradv@kingston.net](mailto:hradv@kingston.net)

# In Review From a Student's Perspective

This past February, twelve students from St. Lawrence College had the privilege of attending the annual HRPAO Conference in Toronto with the help of a generous donation from the Kingston Chapter. This experience gave us the chance to mingle and rub shoulders with all sorts of human resources professionals, from Executive Directors to Payroll Clerks, which demonstrated to us the importance of building networks and meeting people. For this opportunity we are very grateful because we could not have done without donations from the community such as this.

The conference also allowed us to apply the knowledge that we have gained at St. Lawrence College and learn hands-on about the problems that human resources professionals deal with on a day-to-day basis. We also received a sneak peek at current trends in the profession and what sort of issues we will be dealing with when we enter the working field. The conference gave us a realistic preview of the software we will be dealing with and the many functions that it can perform.

Another great experience that the students had was the opportunity to attend the March Appreciation Breakfast. This event was free for the graduating students and their placement supervisors. Since this may be the last time that some of these students attend the local events, it was a nice way to send them off into the workforce. We hope that they will soon be joining our local association or one nearby.

This event focused on Conflict Management in the workplace. Gord Stewart was the guest speaker and he was very informative and helpful on how to resolve conflict when it arises in the work environment. He was very well received by all the attendees and entertained the crowd while speaking about a topic everyone can relate to.

From all the students at St. Lawrence College, we would like to say thank-you to all of the local members for being so friendly at



the events. You made us feel welcome and we appreciate it. Those of us who are returning next year look forward to seeing you at future functions.

*By Megan Kirkpatrick, Student Representative*

## Membership Directory

As a service to our members, a hard copy Membership Directory is provided to all members. It includes the names and contact info of all members and a listing of members by organization/company. The Directory provides an easy reference for members to keep in touch with other members and share information and experiences.

Advertisement	Member	Non Member
Footer Banner	\$ 250.00	\$ 500.00
Back Cover Full Page	\$ 200.00	\$ 400.00
Inside Front cover Full Page	\$ 150.00	\$ 300.00
Inside back Cover Full Page	\$ 150.00	\$ 300.00
Other Full Page	\$ 100.00	\$ 200.00
½ Page	\$ 50.00	\$ 100.00
Business Card	\$ 50.00	\$ 75.00

*Regular newsletter advertisers receive  
15% discount when advertising in the Directory.*

# Newsletter Report

Once again there was a great range of contributions to the chapter newsletter. There were articles covering such topics as Mandatory Retirement, Organizational Change, Ontario Health Premium, Event Reviews and Updates, Effective Teams and Workplace Bullying. Thanks to the Executive members and to Brenda Palmer, Gord Stewart and Scott Rogers for their contributions.

In keeping with the reduced costs of going to an electronic newsletter, we also reduced the advertising rates. This meant not only great continuing support from advertisers King Reed & Associates, HR Advantages, Right Management Consultants, Palmer & Associates and Co Tal Co Inc., but also Thousand Islands Insur-

ance & Financial Group who was a new advertiser this year.

A very big thank you to all those who helped make the newsletter a continued success!

Next year, we are aiming to include a lot more colour (while keeping the file size small for quicker downloading).

*By Paul Eves, Newsletter Director*



## 2004/2005

### Board of Directors

#### President

*Susan Piercey, CHRP*

#### Past President

*Hazel Gilchrist, CHRP*

#### Secretary & Website Liaison

*Lori MacPhail*

#### Treasurer

*Nancy Bregg, CHRP*

#### Membership Director

*Brenda South*

#### Program Director

*Debbie Seale & Kim Cucheran*

#### Student Liaison

*Spring Tompkins, CHRP*

#### Government Affairs

*Jon Walker*

#### Directors-at-Large

*Andrea Patry, CHRP*

*Michelle Lamarche*

*Gord Stewart, CHRP*

*Steve Wowk, CHRP*

#### Newsletter Director

*Paul Eves*

#### Student Representatives

*Megan Kirkpatrick & Courtney Butler*



## NEWSLETTER INFORMATION

- The Newsletter is published quarterly by the Kingston District – Human Resources Professionals Association of Ontario. Contributions and comments are welcome and should be directed to the Newsletter Co-ordinator c/o the Association.
- Newsletter subscriptions available. Please contact our office at:  
HR Dimensions Newsletter  
P.O. Box 1709, Kingston, ON K7L 5J6  
Tel: (613) 547-2962  
Email: [hradministration@cogeco.ca](mailto:hradministration@cogeco.ca)
- For further information on advertising in the HR Dimensions Newsletter, please contact Lori MacPhail at (613) 547-2962.
- **Design, Layout & Production** by:  
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Tel: (613) 545-1413 • Fax: (613)542-9054  
Email: [s.druce@cogeco.ca](mailto:s.druce@cogeco.ca)
- The Kingston District - Human Resources Professionals Association of Ontario makes every effort to ensure the accuracy of information contained in this newsletter but cannot accept responsibility for errors and omissions. Readers are urged to obtain professional advice before acting on the basis of the material contained in this newsletter.

**Call (613) 547-2962 for membership information**



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<b>Gerry Coady</b> <i>President</i>	<b>Siobhan Coady</b> <i>Director of Professional Services</i>
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