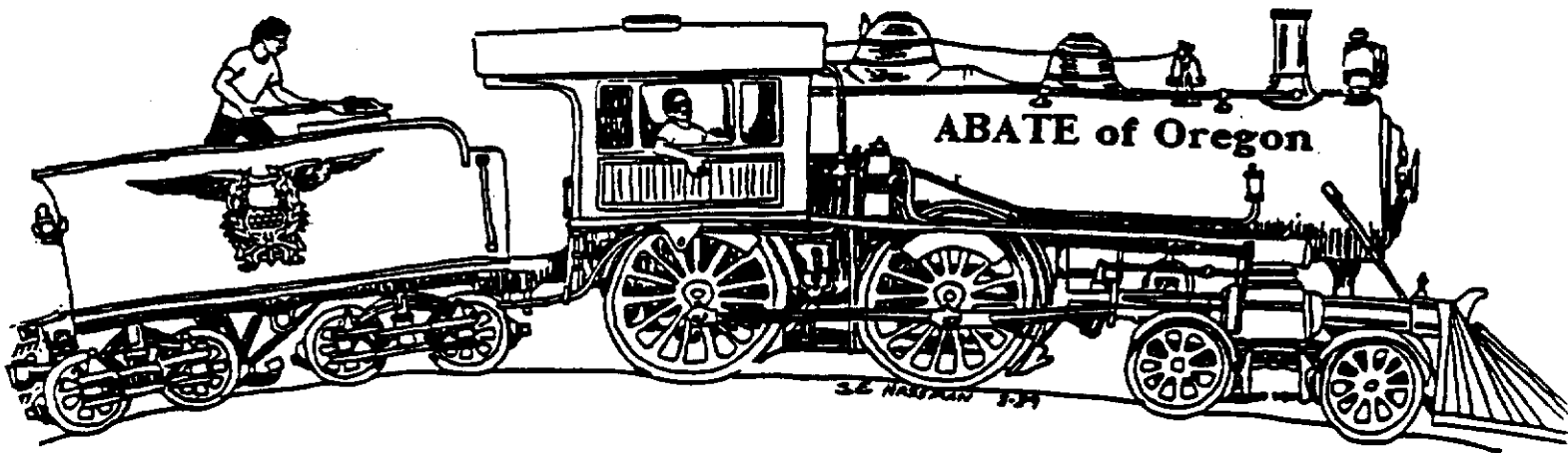


Seminar To Educate And Motivate S.T.E.A.M.



GETTING ON TRACK.

**April 28, 1990
Saturday, 11AM to 7PM
CHEMEKETA COMMUNITY COLLEGE**

**GUEST SPEAKERS
PLUS, 9 WORKSHOPS:**

**CHAPTER COOR. & ASS'T. COOR.
SECRETARIES
MEMBERSHIP SECRETARIES
TREASURERS
LEGISLATIVE OFFICERS
EDUCATION DIRECTORS
WAYS & MEANS OFFICERS
SERGEANT-AT-ARMS
State Representatives.**

**Mail registration form to
Roger Hendricks
P.O. Box 4504
Portland, Oregon 97208
(503) 284-9858.**

ABATE of Oregon Presents

S.T.E.A.M.

Seminar To Educate And Motivate

April 28, 1990

Opening Remarks and Introduction
Keynote Speaker
11:00 a.m. - 12:00 noon

Workshop Series I

1:00 p.m. to 2:15 p.m.

Oiling the Machine

Selling Your Image

Legislation and
Education

Taking the Mystery
Out of Chapter
Paperwork
Part 1

Break

2:15 p.m. - 2:30 p.m.

Workshop Series II

2:30 p.m. to 3:45 p.m.

Oiling the Machine

Selling Your Image

Legislation and
Education

Taking the Mystery
Out of Chapter
Paperwork
Part 2

Wrap-up and Closing
Remarks

3:45 p.m. to 4:30 p.m.

ABATE of Oregon, Inc. presents
S.T.E.A.M.
(Seminar To Educate And Motivate)

Saturday, April 28, 1990

11:00 a.m. - 12:00 noon - Opening Remarks and Introduction
Keynote Speaker

12:00 noon - 1:00 p.m. - Lunch
Sandwiches available for purchase, or bring your own

1:00 p.m. - 2:15 p.m. - Workshop Series I
Choose one workshop.

Oiling the Machine: Coordinating your chapter for smooth operation - For Chapter Coordinators, Vice Coordinators, Sergeants-at-Arms and Board Reps.

Presenters: Roger Hendricks, Brian Stovall

Tips on conducting meetings, keeping on track, delegating tasks. Understanding duties of chapter officers. Setting goals and objectives, communication skills, positive thinking and enthusiasm.

Selling Your Image: Making money, making friends and having fun - For anyone who organizes events and fund raisers, or deals with the media and the public. PR or Ways and Means officers.

Presenters: Angie Jensen, Rusty Taylor, Donna Adkins, Pat Gleason

Presenting your organization in a positive light: community service activities, communicating with the media, public relations. Alternatives to providing alcohol at social events; liabilities and OLCC regulations; individual responsibility for own alcohol use. ABATE Products - what's available, how to manage sales.

Legislation and Education - History and current issues. For Legislative and Education Directors, Board Reps, Chapter Coordinators.

Presenters: Teresa Hepker, Butch Harbaugh, Charles Littlejohn

An overview of the legislative process and a history of the rider education program. How your chapter and membership can participate in motorcycle safety and legislative activities.

Taking the Mystery Out of Chapter Paperwork, Part 1 - For Secretaries and Membership Secretaries.

Presenters: Carolyn Meerzo, Judy Jones.

The "how to" and "when" of chapter paperwork. Newsletter reports, minutes, membership records, signing up new members, handling membership money.

2:15 p.m. - 2:30 p.m. - Break

2:30 p.m. - 3:45 p.m. - Workshop Series II

Choose one workshop.

Oiling the Machine (Repeat)

Selling Your Image: Making money, making friends and having fun (Repeat)

Legislation and Education - History and current issues (Repeat)

Taking the Mystery Out of Chapter Paperwork, Part 2 - For Chapter Treasurers.

Presenter: Joy Hoover

The "how to" and "when" of chapter paperwork. Bookkeeping, bank accounts, quarterly reports and other money handling responsibilities.

3:45 to 4:30 - Wrap-up and Closing Remarks