



Barrie/Simcoe County Branch

MEET YOUR EXECUTIVE 2018-19

President - Maureen Armstrong



Maureen is the Executive Assistant at New Path Youth & Family Services of Simcoe County, where she has worked for 29 years. Maureen graduated from Seneca College in Toronto with Honors in Accounting. She worked in various Accounting roles, before accepting a Finance/Admin position at the Robert Thompson Centre (predecessor of New Path). She accepted the role of Executive Assistant in 1999.

Maureen joined the Association of Administrative Professionals in 2010 and served as Vice President for four years. This is Maureen's second year as Branch President. Maureen enjoys her involvement in the Association, noting it has provided many networking, learning and travel opportunities. It has also allowed her to gain confidence, stay on top of current applications and trends and meet many wonderful people.

Maureen enjoys spending time at her cottage, kayaking, snowmobiling, and doing home renovation projects.

Vice President - Chantalle Freeborough, QAA



Chantalle graduated from Georgian College's Office Administration Executive Program in June 2012. She accepted a position at Georgian College, two months following graduation and has been working there since, in various roles (Academic Program Assistant, Faculty and Executive Director's Assistant). Following graduation, Chantalle continued to study; she received her Teaching and Training Adults Certificate, Canadian Certified Administrative Professional Designation, and continues to take courses towards her Honours Bachelor of Business Administration degree.

Chantalle served as Event's Coordinator for one year, Branch President for three years, Past President for one year and served on the National Board as National Director – Public Relations. She has now stepped up to fill the role of Vice-President. Chantalle's extensive knowledge of various social media sites and her ability to keep up with emerging trends and online tools, and her involvement on the Website Development Committee, National AGM Committee, and Student Initiatives as well as her passion for the Association has made her a great candidate for this role.

Interim Secretary - Marilyn Clark



Recently retired from the North Simcoe Muskoka Local Health Integration Network, Marilyn brings years of professional administrative support experience and her knowledge of records management to this position.

Marilyn is an avid paddler who enjoys teaching people how to canoe. She is an ORCKA-certified instructor who teaches and leads trips for the Barrie Canoe & Kayak Club, Inc.

Treasurer & Membership Chair- Brenda Fancett



Brenda currently works for a CEO in the automotive Industry. Brenda obtained her CCAP (Canadian Certified Administrative Professional) designation through University of Toronto continuing studies. Recently Brenda returned from a MAL (Member at Large) and joined the Barrie/Simcoe County Chapter. After joining the branch, Brenda has decided to continue her learning experiences by volunteering for the positions of Treasurer and Membership Chair.

Social Media Coordinator – Maura McParland



Maura McParland is an Office Administration graduate from Georgian College specializing in Health Services. She currently works as an office administrator at Concept of Movement Sports Performance and Rehabilitation Center in Barrie, ON. When she first applied to the program she knew that she wanted support, resources and to network with other professionals who also chose this career path for themselves.

After researching for a time, Maura decided to reach out to the Barrie branch of the AAP because she knew it would be an excellent way to get her foot in the door, meet with other knowledgeable professionals and maybe even make an impact within her profession. When she's not in class or performing her duties as the Social Media Coordinator for the Barrie Simcoe County Branch, she's hanging out with her labernese puppy, watching 1950's musicals, teaching herself how to embroider and socializing with her friends.

Newsletter Editor – Gale Belcourt, QAA



Gale recently joined the ranks of retirees after working in various administrative roles throughout her working career. Gale joined the Association in 2009 and completed her, QAA (now called CCAP) designation in 2011. Gale completed one term as the Barrie Simcoe branch Vice President before becoming the National Registrar. After several terms in that role, Gale volunteered to be the Newsletter Editor for the Barrie branch. As well, Gale is a member of the National Marketing Committee. Since joining the Association, Gale notes that being a member has not only provided her with the many benefits of belonging to a professional organization, but it has also challenged her to step outside her comfort zone while in a 'safe' and supportive environment. Over the years Gale has seen many changes take place and she is very excited to see the Association moving forward. Gale looks forward to seeing what the future holds for this amazing group.

Ex-Officio - Arlene Stone, QAA



Arlene Stone, CCAP (formerly QAA) had the honor of working with an incredible group of volunteer Admins to form the Barrie/Simcoe County branch in 2006 and is currently the branch Ex-officio. She also served recently on the National Board as QAA Registrar and as Past National Vice President.

Arlene's career as an Office Administrator at both Imperial Oil (Sarnia and Toronto) and Georgian College (Barrie) spanned more years than she cares to count! Now happily retired, Arlene lives in Barrie with her husband and one silly cat! In addition to her Association work, travel, reading, golfing, cooking and organizing social events keep her very busy in retired life!