

## 2009 informational seminars—free

TOPIC	DATE	SPEAKER
Tax Tips—Business Revenue & Expenses	Feb 24	Canada Revenue Agency
Instant Power Communications	Mar 31	Kim Redman, Creatrix
Cold Calling	Apr 28	David Cohen, The Technicolor Umbrella
Small Business Fraud Awareness	May 26	Bank of Canada
Work / Life balance for Women	Sep 29	Women's Centre of York Region
Mastering Time Management	Oct 27	Michael Woodbeck, The Summit Group
Strategic Planning for 2010	Nov 24	Marian Hundt, Freedom 55 Financial

**time: 9:00 – 11:00 am**  
**location: York Region Administrative Centre • 17250 Yonge Street • Newmarket**

## 2009 sales fusion webinar series—free

TOPIC	DATE
The 7 Musts of Marketing	Jan 13
Detailing and Perfecting your Sales Process	Feb 10
How to Keep Clients Forever	Mar 10

**time: 3:00—4:30 pm**

## 2009 business development workshops—\$30 or 4 for \$100

TOPIC	DATE	LOCATION	SPEAKER
The One Page Business Plan	Mar 10	Town of Georgina	James Burgess, Synergen-X
Boost Your Competitive Edge	Apr 14	Township of King	Nadia Baboo, The Image Factor
Expanding Your Business	May 12	Town of Aurora	Robert Seguin, Productive Leadership Institute
Basic H. R. Practices	Jun 9	Town of ?	Leslie Yeates, ROCG Consultants
Developing a Marketing Plan	Sep 8	Town of Aurora	Karl Tettmann, TMW Marketing
Business Coaching/Mentoring	Oct 13	Town of ?	Garry Schleifer, Concept Synoptic Inc.
Building a Business Plan	Nov 10	Town of ?	Dianna Thorne, Targeted Accounting
Sales and Marketing	Dec 8	Town of ?	Michael Lewis, Michael Lewis Training

**time: 9:00 – 12:00 pm**