

THE 2025
ADMINISTRATIVE
PROFESSIONALS

Luncheon

Presented by the Carbon Chamber & Economic Development Corporation

Wednesday, April 23
11:30 AM - 1 PM
Palmerton Pub & Steakhouse
(304 Delaware Ave., Palmerton PA)

*Celebrating the contributions of our
Administrative Professionals to the success of
our business community!*



A little bit about us...

The Carbon Chamber & Economic Development Corporation

The Carbon Chamber & Economic Development Corporation (CCEDC), located in Lehighton, PA is a member-centric organization. No matter what your company size or industry, your Chamber is committed to the success of your business!

Our main focus is to offer you one-stop business solutions, personal support, and guidance in a fun and welcoming environment. We will connect you with the right people, resources, and opportunities to help your business grow and thrive. Every week, you'll always find something exciting happening to help you meet your goals.

As your local Chamber, our strength comes from the exceptional leadership of our Board, staff, and committee chairs. But, the heart of our community and true strength comes from our volunteers, sponsors, and members as well as our partnerships and collaborations with other like-minded organizations, such as the Greater Lehigh Valley Chamber of Commerce and the Greater Pocono Chamber of Commerce.

As a CCEDC member, we encourage you to get involved, share your talents, lend your expertise and let your voice be heard.

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Registration: 11:30 - 12 PM

Luncheon: 11:45 AM - 12:30 PM

Enjoy a delicious lunch from Palmerton Pub & Steakhouse,
accompanied by live music from Cass Noelle.

Sponsor Acknowledgments & Remarks: 12:15 PM

Kylie Adams-Weiss, SVP CCEDC
Jessica O'Donnell-Gower, EVP, Northern Tier, GLVCC
Jared Soto, Economic Development Specialist, CCEDC

Table Games & Giveaways: 12:15 - 12:45 PM

Enjoy complimentary table games & networking
opportunities, plus special giveaways from Palmerton Pub
& the CCEDC as tokens of our appreciation!

Thank You for
Joining us!

Enjoy a Sweet Treat!

Today's Cookies provided by...



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THE 2025 ADMINISTRATIVE PROFESSIONALS *Luncheon*

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Table Games - Let's Break the Ice!

At CCEDC, we know that Administrative Professionals are the backbone of our teams, businesses, community, and county! Today, we invite you to shake things up, connect with those at your table, and reflect on what makes a strong, successful team.

Your challenge: Pick a question from the center basket and take turns answering! Let's celebrate teamwork, share insights, and have some fun while we're at it!

Examples of today's questions include...

- What's one way a team you've been part of made you feel supported and valued?
- If you could describe the perfect team environment in three words, what would they be?
- How do you personally contribute to building a strong and collaborative team?
- What's one lesson about teamwork that has had a lasting impact on you?



**CARBON CHAMBER
& ECONOMIC DEVELOPMENT**

Proud Partner of
The Chamber
GREATER LEHIGH VALLEY CHAMBER OF COMMERCE

Your CCEDC team is here for you!

The Carbon Chamber & Economic Development Corporation

Interested in a personalized Member Benefits Review or learning more about our Economic Development resources? Just ask!



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Jared Soto

Economic Development Specialist, CCEDC

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Thank you to our CCEDC Board of Directors!

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BRIGHTER
FUTURE





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**SHARE THE KNOWLEDGE, SKILLS, &
ABILITIES NEEDED TO SUCCEED**



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