

THE LOS ANGELES ORGANIZER



January/February 2013

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NAPO-LA Calendar

February

4 Board Meeting 2:45pm
Chapter Meeting 6:15pm

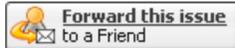
25 Board Meeting 12:30pm
POLA Class 3:00pm
Chapter Meeting 6:15pm

March

18 Board Meeting 2:45pm
Chapter Meeting 6:15pm

NAPO-LA Chapter Meeting

Chapter Meeting



Quick Links

[NAPO-LA](#)

[NAPO National](#)

[Newsletter Archives](#)

New Members

Marni Isaacs
YLOO (Your Life Only Organized)
marni.isaacs@gmail.com
www.yourlifeonlyorganized.com

Nancy Taylor
The LA Organizer
Nancy@thelaorganizer.com

Meeting Information

Chapter Meeting Attendance

November
Meeting Attendance: 30

From Professional Development Director

Regina F. Lark, CPO

Please note date changes for our January and March Chapter meetings. The new date for our January meeting is February 4th; March meeting is changed from 3/25 (Passover) to 3/18.

I'm happy to report that the annual Leadership Forum on February 4th will be a dynamic, informative, and educational event! The Forum is sure to give you greater insight about how NAPO-LA can uplift and elevate your personal and professional life.

Professor of American Studies, Dr. Carrie Lane, will present findings from her ongoing research on the world of Professional Organizers at the February 25th Chapter meeting. At our March 18th meeting we're honored to host NAPO President Angela Wallace who will share with the chapter the latest NAPO facts, news and happenings at the national level. Angela will be here to promote communication, increase awareness, answer your questions and encourage you to be a proud NAPO member. She will also talk about common chapter issues. What part of NAPO's success do you want to play?

As Chapter members network or attend speaking events I encourage you to pass along the names of people whom you found particularly rewarding, compelling, or fun!

Next Meeting:

When: Monday, February 4th, 2013

Time: 6:15PM - 8:30PM

Where: Olympic Collection, 11301 Olympic Blvd. Los Angeles

Cost: Level 1 NAPO-LA Members: \$15

Level 2 NAPO-LA Members: Free

Visitors: \$25

If you have an idea for a Chapter topic or presenter please don't hesitate to write or call:

Organizing Awards

NAPO-LA Board of Directors



President
Nadine Levy
[Management 180](#)
818.585.4828



Vice President
Nonnahs Driskill
[Get Organized Already](#)
323.230.0297



Treasurer
Lisa Suchesk
[Timeline Organizing](#)
562.438.5650



Secretary
Ashley Stanfield
[Creatively Neat](#)
323.273.8775



Director of Administration
Susana Enriquez
[Downsize and Get Organized](#)
805.409.4638

Prepare to get your glam on and celebrate the successes of the past year in professional organizing!



January 26, 2013

Hosted by: Trish Suhr of Clean House
and NAPO Los Angeles at the
"Hotel of the Stars," Sheraton Universal Hotel in
Universal City, California.

"Dreaming Big. Shining Bright."

The 7th Annual Organizing Awards

"This year the Organizing Awards gets even more exciting! From the Gala Industry Exchange, which puts organizers elbow to elbow with their peers and industry partners, to the Awards presentation dinner, the night is an unparalleled experience for everyone involved in the very important work that we do. Keeping the awards current with organizing trends are new awards recognizing organizing mobile apps, organizers who are experts at working with the chronically disorganized, and organizing professionals who work with businesses. The Awards are an outstanding and entertaining way to bring attention to the best work being done by our peers in this ever evolving, ever important industry."

-Peter Walsh

Mr. Walsh will be a presenter at the awards on Saturday, January 26th starting at 6:30 at the Universal Sheraton. Please buy your ticket today. NAPO-LA member price is \$135. Bring a date and enjoy a great night of celebration.

Visit www.organizingawards.com for all the details!

Like us on Facebook for up-to-date special announcements.

Follow us on our new Twitter account [@NAPOLosAngeles](#) and [#orgawards](#).



Director of Communications & Technology

Katherine Macey
Organize to Excel
310.800.7430



Director of Membership

Tara Kenavan
21 Times
818.358.3363



Director of Marketing

Robyn Reynolds
Organize2Harmonize
310.625.6522



Director of Associate Membership

Leslie Haber
An Organized Life
213.507.1389



Director of Professional Development

Regina Lark
A Clear Path
818.400.9592



Immediate Past President

Donna Rosman

Follow The Organizing Awards Blog: <http://organizingawards.wordpress.com/>.

Golden Circle

GOLDEN CIRCLE LISTSERV

Are you a member of the Golden Circle ListServ? Open only to Golden Circle members, this ListServ allows more seasoned professional organizers to network with each other. To get started, log into www.napo.net and go to the Golden Circle Page. In the second paragraph you will see a link for the Golden Circle ListServ. Clicking the link will allow you to go to the page to sign up for the ListServ. Once approved, you can post to the ListServ by sending an email message to golden-circle@lists.napo.net.

NOTE: Qualifications for Golden Circle membership include five years in business as a professional organizer and one year as a NAPO member. Quarterly meetings are held in the homes of Golden Circle members, where we network, share information, and get to know each other on a more personal level.

All eligible Golden Circle members are invited to join the Los Angeles Area Golden Circle. Chapter membership is not required; NAPO National membership is. More information is available on the NAPO National website or by email at goldencircle@napola.org

NAPO-LA Professional Organizers Learning Academy

THE PROFESSIONAL ORGANIZERS LEARNING ACADEMY PRESENTS...

What Every Organizer Should Know About Organizing Apps

In this 2 hour session, you will learn how to use (and teach your clients how to use) apps to manage your calendar, your task list, your electronic statements, and your contact relationship manager (CRM.) You will learn how to manage life in the cloud utilizing apps that are cross platform (i.e. they work on both Mac and PC) and cross device (i.e. they work on your mobile device as well as your desktop or laptop.) You'll get an overview of the apps most loved by organizers and their clients, an understanding of which features to consider when evaluating apps and step by step instructions on how to use a few of my favorites.



Katherine Macey, Ph.D., is founder of Organize to Excel. She's a geek when it's practical and can't be bothered when it's not. She doesn't know how to play the video games her kids do, but does know how to change the power supply in her computer. Katherine earned her Ph.D. in Electrical and Electronic Engineering from the University of Canterbury, New Zealand. She combines her technical background with her love of organizing, providing solutions that inspire excellence. Katherine and her team at Organize to Excel specialize in organizing for busy moms and productivity and efficiency consulting for service professionals. Katherine has served on the NAPO-LA Board since May 2009 as VP, P, IPP and is currently the Director of Communications and Technology.

SAVE THE DATE ~ REGISTER NOW

When: Monday, February 25, 2013

Coordinators & Committee Chairs

Associate Member Liason: Lois Koch

CD Support Group: Jean Furuya

Database Coordinator: Cari Dawson

Greeter: Nancy McFarland

Historian: Christie Gelsomino

Librarian: Mary Ann Lantier

Member Spotlight: Beth Zeigler

Neighborhood Group Facilitators:
Burbank/Glendale/Pasadena: Cari Dawson
Hollywood: Beth Zeigler
South Bay: Roxanne Hoerning
San Fernando Valley: Janet Fishman

Online Ambassador: Master Cruz

Co-Photographers:
Isabel Maramba
Ashley Stanfield

Professional Organizers Learning Academy (POLA):
Jean Furuya
Regina Lark

Registration Assistant: Jennifer Dion

Social Media: Jennifer Hsu

Visitor Liaison: Lori Gersh

Webmaster-Events: Lelah Baker-Rabe

Google Docs Forms/Survey Expert: Katherine Macey

Time: 3:00 pm to 5:00 pm -- prior to NAPO-LA meeting
Where: Olympic Collection, 11301 Olympic Blvd., Los Angeles
Cost: NAPO-LA Members \$25 -- Non-Members \$35
Add \$10 if registering after Thursday, February 21, 2013
Register: Online at www.napola.org
Advance registration and payment required
Registration will close Thursday, February 21st

No refunds for POLA sessions. If you are unable to attend this class, the fee will be applied toward another POLA class within one year's time.

For more information: contact pola@napola.org.

For details about NAPO-LA Education Committee classes, visit www.napola.org, click on Education Tab.

Pre-registration will close Thursday, February 21, 2013.

On-site registration will be available with an additional \$10 fee.

Volunteer in NAPO-LA

Below is a list of the open volunteer opportunities currently available with your NAPO Los Angeles Chapter.

LA Organizer Editor

We are currently seeking a volunteer for the Editor of the bi-monthly LA Organizer newsletter.

This position requires computer skills, timeliness and proficiency of the English language. Knowledge of Constant Contact is a plus, but training is available. The Editor's tasks include sending out reminders to chapter members, editing submissions, coordinating with the Publisher and publishing newsletter through Constant Contact. The LA Organizer is published bi-monthly and requires a small time commitment each month. Please contact Katherine Macey at katherine@organizetoexcel.com or Audra Cottrell at editor@napola.org for more information.

General Information

For most positions no experience is necessary and any training needed will be provided. The time commitment can vary depending on the position but most require just a few hours each month and can be worked around your schedule. Volunteering is an excellent way to make the most of your chapter membership, make new business and personal contacts and give back to the chapter that offers you so much in return.

If you have questions, comments or would like to volunteer, you can contact the Director of Administration, Susana Enriquez, at administration@napola.org or the board/committee member directly.

The Los Angeles Organizer



Editor

Audra Cottrell
Organized Impressions by Audra
editor@napola.org



Publisher

Michelle Powell
Some Like It Organized

Institute for Challenging Disorganization



INSTITUTE FOR
CHALLENGING
DISORGANIZATION

ICD 2013 1st Quarter Teleclasses

publisher@napola.org

Proofreader
Toni Scharff

The Los Angeles Organizer is published bimonthly (January, March, May, July, September and November). The newsletter is emailed to NAPO-LA members and associate members, NAPO national board members, and NAPO chapter presidents, and is available to the public on our website. All content is copyrighted. All rights reserved.

Submission Guidelines

Articles

NAPO-LA members are encouraged to contribute to this newsletter. Articles are not to exceed 500 words in length. Submissions must be received by the Editor no later than the 20th of the month prior to the month of publication. You may send your article as a Microsoft Word document or directly in the body of an email. Photos should be .jpg, 72 dpi, sent with your article. All article topics and content must be approved by the Editor. Submit editorial to editor@napola.org

Advertising

Ads must be received by the 20th of the month prior to the month of publication. There are two types of ads available.

Website Link: This is a small ad containing a link to your website, located in the left side column of the newsletter. The ad can be your logo, a photo, or a short message.

Format: .jpg, 72 dpi, 125 pixels w x 100 h.
\$25 NAPO-LA Members
\$35 Non NAPO-LA Members

Block Ad

This is a large block located at the end of the newsletter providing details about your company or service, along with a logo and/or photo. **Format:** Submit ad copy (100 words max) as a Word document and email with logo and photo as .jpg, 72 dpi.

\$35 NAPO-LA Members
\$45 Non NAPO-LA Members

Submit ads to editor@napola.org

Associate Members



Go Junk Free America!

[Email Evan Berger](mailto:Evan.Berger@gojunkfree.com)
(800) GO JUNK FREE

organiz!
THE GARAGE ORGANIZATION PROFESSIONALS
Custom Garage Systems

[Email Gus Gougas](mailto:Gus.Gougas@organiz.com)
(818) 232-7683

Pendaflex
Office Organization Products
[Email Barbara Schmit](mailto:Barbara.Schmit@pendaflex.com)
(818) 232-7683

Membership

NAPO National Membership

Below is the upcoming teleclass schedule for January - March 2013. To view the descriptions please click on the link labeled "View Teleclass Descriptions" at the bottom of the page. Otherwise you can register by clicking on the link labeled "Register for Teleclasses" at the bottom of the page.

Teleclasses:

Date: Monday, January 7, 2013

Time: 8:00PM (EST)

Teleclass: Alzheimer's Disease & the Related Dementias: Implications for Disorganization Behaviors (AGE-275)

Presenter: Ann M. Mayo, RN, DNSC, FAAN

Date: Monday, January 14, 2013

Time: 8:00PM (EST)

Teleclass: Change & the CD Client (CD-330) - *Previously held teleclass*

Presenter: Phyllis Flood Knerr, CPO-CD®, MA, Master Trainer

Date: Monday, January 21, 2013

Time: 8:00PM (EST)

Teleclass: Working with Emotional Processors (LS-305)

Presenter: Linda Arena, CPO-CD®, COC®, CPO®

Date: Monday, January 28, 2013

Time: 8:00PM (EST)

Teleclass: Understanding the Exceptional Child & the Family's Needs (STU-240)

Presenters: Lori Bruhns & Elisabeth Galpherin, MA, CCC-SLP

Date: Monday, February 4, 2013

Time: 8:00PM (EST)

Teleclass: The Adult ADHD ToolKit: Coping Inside & Out (ADD-410)

Presenter: J. Russell Ramsay, Ph.D.

Date: Monday, February 11, 2013

Time: 8:00PM (EST)

Teleclass: Client Abandonment (ADM-430)

Presenter: Sheila Delson, CPO-CD®, ICD Master Trainer

Date: Monday, February 18, 2013

Time: 8:00PM (EST)

Teleclass: Depression in the Elderly (AGE-265)

Presenter: Katherine D. Anderson, CPO-CD®, ICD Master Trainer

Date: Monday, February 25, 2013

Time: 8:00PM (EST)

Teleclass: Mental Illness: Organizing Space to Create Balance (MH-315)

Presenter: Michelle Holtby

Date: Monday, March 4, 2013

Time: 8:00PM (EST)

Teleclass: What I Know Now That I Wish I Knew Then (CD-390)

Panelists: Linda Samuels, CPO-CD®; Lynne Johnson, CPO-CD®; Colette Robicheau, CPO-CD®, ICD Master Trainer; and Sheila Delson, CPO-CD®, ICD Master Trainer

Date: Monday, March 11, 2013

Time: 8:00PM (EST)

Teleclass: The Antithesis to a One-Size Fits All Organizing Methodology (ADM-435)

Presenter: Janice Russell, CPO-CD®, COC®

Date: Monday, March 18, 2013

Time: 8:00PM (EST)

Teleclass: Assessing the CD Client's Productivity Potential (TMP-210)

Presenter: Casey Moore, CPO-CD®, COC®

Education. Research. Strategies.

CD Clients - Support Group



**CD CLIENTS - SUPPORT GROUP FOR
NAPO-LA CHAPTER MEMBERS**

Annual Dues

\$230 - Active Member*
\$150 - Associate-Branch
\$250 - Associate-Local
\$300 - Associate-Corporate
\$20 - Processing Fee

Provisional member dues are \$200 plus a one-time \$20 processing fee. You are an active member if you have completed your provisional membership year, or are a new NAPO member with more than one year of professional organizing experience.

NAPO National dues can be paid online. Proof of paid dues is required at time of joining NAPO-LA. NAPO National submits its renewal notices directly to members on their anniversary dates. NAPO-LA annual membership dues are renewed each September. You can also join NAPO-LA online.

NAPO-LA Chapter Membership

Regular Members

Dues are prorated 25% quarterly.
Level 1 - \$125 (does not include \$15 meeting fee)
Level 2 - \$190 (includes all meeting fees)
Yearly dues and Website Listing in the "Find an Organizer" section of our website.
\$25 - One-Time Processing Fee
\$25 - Lapsed Member Processing Fee

Associate Members

Dues are prorated 25% quarterly.
\$175 - Branch Associate Member
- Local branch or regional office of a Corporate Associate Member
\$300 - Local Associate Member
- Locally-based, self-operating retailer, supplier, designer, or independent sales representative engaged primarily in the manufacture, distribution, and/or sale of organizational equipment, supplies, or organizing-industry related services.

NOTE:

All members are required to sign a Code of Ethics as part of their membership.

[For more information on becoming a NAPO-LA member, click here](#)
[For the NAPO Code of Ethics, click here](#)

Chapter Photo Albums

Follow these steps on napola.org to view our chapter's pictures!

Go to: <http://www.napola.org>
Roll over Media tab
Click Photo Album Archives
Click on "click here" link

If you are working consistently and on an ongoing basis (at least one year or more) with chronically disorganized clients, you are invited to participate in an informal support group.

Our next meeting will be Tuesday, March 12th. The topic will be "Working with CD clients with OCD." Meeting time is from 6:00-8:30pm. Time will also be spent sharing our individual client issues. Limited to 12 attendees. A simple pot luck is planned.

To RSVP or for further information, contact Jean Furuya at Jean@TheOfficeJeanie.com or 310.316.1753.

NAPO-LA Neighborhood Groups

Tell us what's happening in your neighborhood...

Burbank/Glendale/Pasadena

Burbank/Glendale/Pasadena Neighborhood Group:

In November we enjoyed a fun dessert meeting at Nonnahs Driskill's home. Our topic was "What is in your Toolbox?" We shared our bags of tools and supplies and/or our lists of things that we bring to our appointments. It was a great meeting!

Our next meeting is January 12th. Be sure to contact Cari Dawson if you are in our area and would like to join our group.

Many of the Neighborhood Groups hold informal bimonthly meetings throughout the Los Angeles area. A benefit of chapter membership, these offshoots of NAPO-LA offer education, networking and support. Check below for the group nearest you and contact the Facilitator for information on the next meeting.

If you'd like to volunteer as a Facilitator for one of the open groups, please contact Committee Chair Kathryn Masci by email at neighborhoods@napola.org.

Burbank/Glendale/Pasadena: [Cari Dawson, Facilitator](#)

Hollywood: [Beth Ziegler, Facilitator](#)

South Bay: [Roxanne Hoerning, Facilitator](#)

San Fernando Valley: [Janet Fishman, Facilitator](#)

Simon Says

Mothers of Preschoolers

Developing a successful routine for the school year doesn't just happen like magic-it takes a bit of creativity, basic planning and a few indispensable tools. But the rewards are well worth it. You can achieve more time for you and your child, fewer frantic mornings, and a happier mom. Remember what they say, "If Momma ain't happy, ain't NOBODY happy!" There are a few tips that will help you be a happier, more organized mom. We all know when Momma is happy, EVERYBODY'S happy!



The first bit of advice is to remember that successful school days begin the night before. Therefore, consistent and early bedtime routines are essential. Most 4-5 year olds should be in bed no later than 8:00p.m., and most need to be in bed earlier. Healthy routines help children feel secure and build self esteem. Allow at least a half hour after dinner for reading to your children (or allowing him or her to listen to books on CD/tape if you will be leaving them with a sitter), quiet play time, brushing teeth, and saying goodnight to other family members. Personalize the routine in a way that works for your child!

Second, lay out all clothes, even shoes and socks. Involve children in these decisions if it's important to them. This preparation saves up to 10 minutes in the morning and avoids surprises ("I thought you washed my costume yesterday!"). Make lunch/snacks the night before and use this opportunity to teach kids about healthy food choices (carrots or celery? Grapes or an apple? Other clever lunch choices: pasta in disposable, mini plastic deli containers sold at Smart and Final. Avoid pre-packaged "kiddies" lunches (low nutrition +high price=bad idea). Review your own schedule to

make your game plan for the morning easier. Load car with stroller, diaper bag, briefcase, and dry cleaning.

Try to clean up the kitchen before you go to sleep so you avoid facing a morning mess for breakfast. Some moms will find relief if they set the breakfast table the night before or even prepare and portion out the dry cereal.

Now for after school success we have to look at our preparedness. Can you arrange to pickup your child from school ON-TIME? This is essential role modeling of the consideration and sense of responsibility you want your kids to develop for you. (It also gives them plenty of time to talk to you in the car without your being overly harried.) Have non-messy snacks for children in the car if you live more than 10 minutes from school and empty backpacks each afternoon after school to avoid unpleasant evidence of old lunches and to avoid missing teachers' notes. It is essential to look inside your children's backpack daily!

Schedule homework time and relaxation time for your child. Teach time to put homework back in backpack right away. Sit down for a healthy dinner with your children. Offer a variety of foods, including soups, salads, and meats, to discourage them from becoming too picky and only willing to eat hot dogs and pizza from take out restaurants.

Lastly, plan an extra half hour in the morning before school that is dedicating to the act of leaving the house. Encourage healthy breakfasts, including pancakes, grilled cheese, bagels and cream cheese. Morning time will be more relaxed if all the things you should do the night before have already been done!

NAPO Los Angeles

Mission Statement: NAPO-LA is the organizing industry leader committed to providing the public with resources; providing professional organizers with education and support; and providing related industry professionals with unique channels for their products and services.

NAPO-Los Angeles
PMB 134, 10573 W. Pico Blvd.
Los Angeles, CA 90064
Phone 213-486-4477

The National Association of Professional Organizers, Los Angeles Chapter (NAPO-LA) is a legal entity separate and distinct from NAPO, Inc. (the National Association of Professional Organizers) and is not entitled to act on behalf of or to bind NAPO, contractually or otherwise.

For questions on our disclosure policy, please contact our [Chapter President](#).