

The LA Organizer

NAPO-LA's Newsletter

Volume 10, Issue 8

July 2003

President's Message

July Chapter Meeting

A GREAT YEAR AHEAD!

Marilyn Crouch, *Avenues to Organization*, President

As I look toward the year ahead of NAPO-LA, I'm excited about all that we can accomplish this year. With an enthusiastic board, the continued support of our great volunteers, the participation of our membership, and the exciting new changes NAPO is making, we're destined to continue to make NAPO-LA an organization that we're all proud to be a part of!

The NAPO-LA new board met on May 31, 2003 for the first Board Strategic Meeting to kick off our new term. We spent 56 woman hours working to form the year ahead. It was a great day filled with lots of enthusiasm, great ideas, teamwork, and a desire to continue to make NAPO-LA a great chapter! Here's a summary of what we'll be working on during our year term:

- Increase the fundraising activities to create funds for more educational opportunities for the membership.

- Increase the Website Sponsors by

at least 10 more sponsors! This is a great fundraising program for our Chapter. We've established a new Website Sponsor member incentive program. A \$25 gift certificate will be given to each member who signs up a new Platinum Website Sponsor. This program provides each member the opportunity to contribute to the fundraising for their future educational experiences! Read more about this new program in the newsletter.

- A community outreach event will be the project for the 2003 GO Week event. The membership will be given the opportunity to choose the non-profit organization we volunteer our time to. A call for non-profit organizations has been made. The deadline for applications is July 14, 2003

- Mark your calendars...the 2004 Winter Workshop will be held Saturday, February 7, 2004, at the Radisson Hotel, Culver City. We are

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ROUND TABLE DISCUSSIONS

Heather Thompson, *Organization Matters*, Program Director

Our July program brings "Round Table" Discussions. There will be two half-hour sessions broken down into four topics to choose from: General Topics, Marketing, How to Qualify a Client, Golden Circle Members, Organizing Small Businesses and Starting Your Business. Each member may choose two to attend. A moderator will facilitate each group by discussing requested topics or answering questions. Please send discussion topics or questions to HeatherThompson@napola.org before July 23, 2003.

Also at the meeting, the Relocation Feasibility study will be discussed. Email topics or

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Who's Who in NAPO-LA

2003-2004 OFFICERS

President	Marilyn Crouch
<i>MarilynCrouch@napola.org</i>	(310) 375-9927
VP Membership	Nicole Juarez
<i>NicoleJuarez@napola.org</i>	(909) 476-8448
Program Director	Heather Thompson
<i>HeatherThompson@napola.org</i>	(818) 621-7185
Communications Director	Chris Janetsky
<i>ChrisJanetsky@napola.org</i>	(562)673-7271
Secretary	Talia Eisen
<i>TaliaEisen@napola.org</i>	(310) 914-5426
Treasurer	Robin Davi
<i>RobinDavi@napola.org</i>	(805) 522-9687
Past President	Tanya Whitford
<i>TanyaWhitford@napola.org</i>	(323) 377-1312

COORDINATORS & COMMITTEE CHAIRS

Associate Member Coordinator	Barb Schmit
Chapter Historian	Heather Chapman
Client Referrals Coordinator	Pat Brubaker
Database/Directory	Tanya Whitford
Golden Circle Advisor	Ann Gambrell
Greeting Coordinator	Toni Scharff
Meeting Assistant	Volunteer Needed
New Member Coordinator	Debra Frank
New Member Orientation	Jean Furuya, Ann Gambrell
Prospective Member Coordinator	Claire Quinlan
Public Relations	Chris McKenry
Special Projects Coordinator	Jean Furuya
Webmaster	Marilyn Crouch, Chris Janetsky, Tanya Whitford
Web Listing Coordinator	Toni Scharff
Web Sponsor Coordinator	Dione Wu, Cindy Kamm
Workshop Co-Chairs	Jennifer Hartman, Dionne Wu

LA ORGANIZER STAFF

Editor	Lynne Gilberg
<i>LynneGilberg@napola.org</i>	(310) 839-9969
Publisher	Heather Thompson
Copy Editors	Sheila McCurdy, Karen Simon
Staff Writers	Talia Eisen, Jean Furuya, Glorya Schklair, Kathleen Schulweis, Tanya Whitford, Dorothy Breninger

The LA Organizer

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DEADLINE The first of the month for any submission.

ADVERTISEMENTS

Size	Members	Nonmembers
3-line classified	\$5.00	\$10.00
Business card size	\$10.00	\$20.00
Quarter page	\$25.00	\$50.00
Half page	\$35.00	\$70.00
Full page	\$50.00	\$100.00



The mission of the National Association of Professional Organizers is to encourage the development of Professional Organizers, to promote recognition of and to advance the professional organizing industry.

NAPO Headquarters
35 Technology Parkway

Norcross, GA 30092

Phone: (770) 325-3440

Fax: (770) 263-8825

Website: www.napo.net

Email: hq@napo.net or (Becca McFadden) becca@napo.net

NATIONAL MEMBERSHIP ANNUAL DUES

Individual (renews on member's anniversary)	\$200
Associate-Corporate	\$550
Associate-Branch	\$150
Associate-Local	\$250
New Member (one-time processing fee)	\$20
National NAPO Name Badge	\$10

MISSION STATEMENT—NAPO-LA

NAPO-LA is an organization dedicated to bringing Southern California Area Organizers together through networking, education, professional growth, industry updates, support, and public awareness.

NAPO-Los Angeles
PMB 134, 10573 W. Pico Blvd.
Los Angeles, CA 90064
HOTLINE (213) 486-4477
www.napola.org

CHAPTER MEMBERSHIP

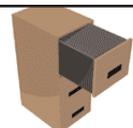
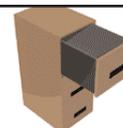
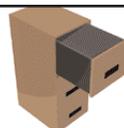
National Membership required
 Includes electronic newsletter

ANNUAL DUES

Basic Member (Oct. 1st–Sept. 30th)	\$75
Full Member (includes meetings/available in Sept.)	\$135
Out-of-State Individual (Oct. 1st–Sept. 30th)	\$50
Associate Member (Oct. 1st–Sept. 30th)	\$150
New/Lapsed Member Processing Fee	\$10
Meeting Fee	\$7

NONMEMBERS

Newsletter Subscription (annual)	\$25
Meeting Visitor Fee	\$15



AVAILABLE NOW!

Tanya Whitford, *Organizing Wonders*

Our website committee has some new and exciting additions. Visitors will be allowed to register and pay their meeting fees in advance, people can join NAPO-LA, and our members can sign up for website listings. All of these things can be done easily and quickly online. All you need is a credit card!

Website Sponsors

We are ready to focus on this program like never before. With fabulous sponsors like Organized Living and Esselte, we are ready to get more. An incentive program is coming! Any member who brings in a paying Platinum Website Sponsor will receive a \$25 gift certificate! Dione Wu and Cindy Kamm are our new Web Sponsor Coordinators and will be giving out information in the very near future. If you already have some potential sponsors, you can contact them at

DioneWu@napola.org or CindyKamm@napola.org

Update those Profiles

Don't forget to keep those profiles updated! How can the referral coordinator contact you about a fabulous potential client if you have never checked your specialties or where you travel to? How can another organizer pass along a lucrative referral if your phone number is old? Keep your information up to date. That is good business!

Shopping Anyone?

How many times have you shopped online at Office Depot, Office Max, Viking Office Products, Barnes and Noble, Amazon.com, or

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WEB SPONSOR REWARD PROGRAM

Chris Janetsky, Communications Director, *All Organized*

Do you like to help others while still helping yourself? Of course you do. That is what professional organizers do!

Here is an opportunity to help NAPO-LA, your vendors and yourself. NAPO-LA is currently offering one \$25 gift certificate toward a purchase from one of our Web Sponsors for each platinum level Web Sponsor you bring in. Any business that you work with in your organizing is a potential web sponsor. Why not let them reap the benefits of web sponsorship such as advertising, a chance to present at a chapter meeting and a position at the top of the resource list for organizers?

Watch the newsletter each month for possible sponsor ideas. The Board's goal this year is to get ten new Web Sponsors, so please help out your chapter and yourself! For more information and a Web Sponsor application, go to the NAPO-LA website under Sponsors/Resources or talk to Dione Wu or Cindy Kamm, Web Sponsor Coordinators.

We wish to extend a great big
Thank you
to our Platinum Website Sponsors

Esselte Organized Living

Go to www.napola.org and click on Sponsors/Resources for more information on what our sponsors have to offer.

Complete details on becoming a NAPO-LA Website Sponsor are available online or by contacting Dione Wu, our Web Sponsor Coordinator, at advertising@napola.org



Relocation Feasibility Study

This topic will be addressed at the July Chapter meeting. Information concerning the venues being studied can be found at www.napola.org in the Member Portal

Please send any questions or comments you would like addressed at the meeting to HeatherThompson@napola.org.



BARB SCHMIT, ESSELTE

Talia Eisen, *Clarity Professional Organizing*, Secretary

Barb Schmit has a passion for her work. NAPO-LA is lucky that we are a big part of the work she does. Barb is the NAPO liaison at *Esselte*, one of the world's largest office supply manufacturers. One part of her job is to present seminars and to teach us about *Esselte's* wonderful products. This she does with verve and delight on a regular basis at our monthly chapter meetings, at our Winter Workshop and even the National Conference. She has brought to our attention an exciting array of office supplies and organizing tools and is often willing to pass around examples for us to take home. No wonder we love her so!

Barb volunteers for NAPO-LA as the Associate Member Liaison, bridging our organization and our sponsors. She has held Associate Member night at our meetings, bringing these sponsors in to talk to us about their products and services. Our membership really enjoys these meetings. They inform us about new products we can use with our clients, remind us about products we love and offer us tips we can use in our work.

Barb is clearly a fun-loving, energetic, motivated woman who brings her best to what she does. She has a ready laugh, a good outlook on life and lots to share with the world. Before entering the arena of office supplies she was a scuba instructor. She has lived all



**Volunteer of the Month
Barb Schmit, Esselte**

over the country, though she grew up in Washington State. She loves golf, reading, woodworking and even kayaks on a regular basis in Newport Harbor. She also donates blood platelets regularly to the Red Cross. Barb says, "You never know in life what makes us come and go when we do," but she feels that her life and her varied interests somehow led her to NAPO, where she is very happy to be. How lucky for us!

Agenda Monday, July 28, 2003

- 5:50 Registration: Please wear badge
- 6:15 Meeting begins promptly
 - President's Remarks
 - Member Spotlights
 - Announcements *
- 7:00 Break
- 7:15 Presentation ; "Round Table"
Discussions
- 8:35 Meeting adjourned

Fourth Monday except as announced
Olympic Collection Conference Center
11301 Olympic Blvd. at Sawtelle

Parking: \$5 Look for signs to meeting.
Meeting: \$7 NAPO-LA members
\$15 Visitors/prospective members

We welcome all Professional Organizers and those interested in entering the field (no clients please). Business attire is appreciated. Networking table is available to display brochures and flyers.

* To make an announcement, please email HeatherThompson@napola.org PRIOR to the meeting or call her at (818) 621-7185.

Abbreviated Minutes June Board Meeting

Talia Eisen, *Clarity Professional Organizing*

1. Membership applications and visitor registration are now available online on the NAPO-LA website.
2. The Board will present options for relocation to membership at the July chapter meeting.
3. The Board is asking for members to provide input for NAPO Best Practices.
4. As an education opportunity, the Board is purchasing National Conference CDs for Chapter members to borrow.

**CALL FOR NON-PROFIT ORGANIZATION
NAPO-LA GO Week 2003**

We are fast approaching NAPO's GO Week; celebrated October 5-11, 2003. For the past two years, NAPO-LA has chosen to do a community outreach event by donating our volunteer time to organize the offices of a nonprofit organization. In 2001, we organized the offices of the Los Angeles Free Clinic; in 2002, we organized the offices of Break The Cycle. Both events were a huge success!

For the NAPO-LA GO Week 2003 event, the Board has chosen to do another community outreach event. This year, we're asking the membership to submit names of nonprofit organizations that would benefit from the organizing talents of NAPO-LA volunteers.

Here are the criteria:

- A nonprofit organization with six-to-eight different zones (offices, supply area, etc.)
- Available for organizing on a mutually agreeable date during GO week
- Some PR/media coverage opportunities
- Possible budget for organizing supplies
- Located in the Los Angeles area.

This is a great PR opportunity for both the nonprofit organization and NAPO-LA. We will work to get the best PR coverage for the event, creating a win-win situation for both parties.

If you know of a nonprofit organization that would be suitable for consideration, please **complete the GO Week application and submit**

it to goweek@napola.org by July 14, 2003. Applications were sent in a blast e-mail and can also be obtained on the NAPO-LA website in the Publication & Forms area.

The Board of Directors will review all applications; then the top three applicants will be put to a chapter vote, enabling all of you to select where you wish to donate your services! We will contact the winning nonprofit organization during the first week in August, beginning the GO Week coordination process.

The Confident Organizer

TRUSTING YOUR INSTINCTS

Kathleen B. Schulweis, PhD,
Confidence Connections™

Last month, my husband, son, and I spent nine days touring Italy with our daughter, who had the privilege of studying in Italy and was now entertaining us. Once we departed, Miranda was off to Barcelona. It turned out that in order to save some money, she was going to take numerous buses and trains and be on the road for three days. I asked her to take some money from me and fly directly to her final destination, but she declined, believing she needed to be the poor struggling student and travel on the cheap. The result of this decision was that by the time she arrived in Barcelona, she was exhausted and became an easy target for thieves. So, instead of saving \$200 she was robbed of all her valuables, and it has cost us over \$2000 to

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Calendar

July

6-12 Take-Charge-of-Change Week
28 Board Meeting 2:30pm
28 Chapter Meeting 6:15pm
Topic: Round Table Discussions

August

Women's Small Business Month
1-7 Simplify Your Life Week
4-10 National Fraud Awareness Week
7 Treasure Your Customers Day
10 National Garage Sale Day
25 Board Meeting 2:30pm
25 Chapter Meeting 6:15pm
Topic: To Grow or Not To Grow

September

Attention Deficity Hyperactivity Disorder Month
Shameless Promotion Month
7-13 Improve Your Home Office Week
15-19 National Love your Files Week
22 Board Meeting 2:30pm
22 Chapter Meeting 6:15pm
Topic: Resources for Organizers



WEBSITE HITS NAPO-LA 2003

Chris Janetsky, *All Organized*

	<u>April</u>	<u>May</u>
Home Page	4069	4492
Find an Organizer	1888	2518
Click on Individual Organizer	1093	1656
Calendar	232	508
Becoming a Member	52	65
Cumulative Hits	11101	14611

BEST PRACTICES

Marilyn Crouch, President, *Avenues to Organization*

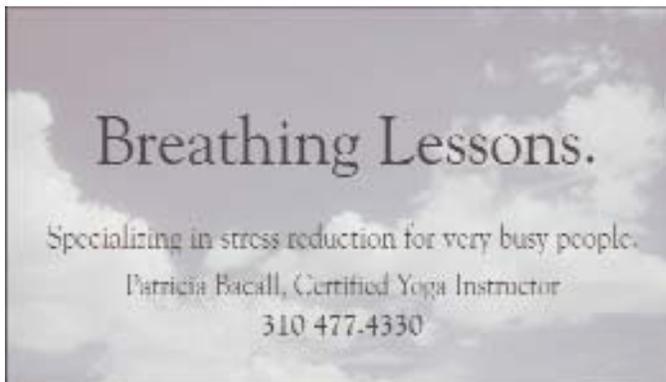
NAPO has taken another step to further support the chapter leaders of this great organization. A newly formed NAPO Chapter Relations Committee is gathering information on best practices from each of the chapters. The committee will put this information on the NAPO-LA web site as a resource for chapters.

The committee is looking for best practices in the following areas:

- *Volunteers: how to get, how to keep, how to reward*
- *New membership services: orientations, mentoring*
 - *Image/PR*
 - *Marketing ideas for the chapter*
 - *Programs*
- *Chapter address, bank selection, types of accounts*
 - *Fundraising Ideas*
 - *Community Events*
- *Web site features, designs, uses, creating*
 - *Newsletter*
 - *GO Week ideas*
 - *Any thing SPECTACULAR*

We have a great chapter; let's share our greatness with the other NAPO chapters!

By now, you have received a blast e-mail requesting your participation in the gathering of this information; the Best Practice Form was included in the e-mail. Please submit your ideas for our Chapter's Best Practices by July 7th to marilyncrouch@napola.org.



Membership Report

Nicole Juarez, VP Membership. *Elements of Organizing*

June Meeting Attendance	53
Members	41
Guests	10
New Members	2
Total Membership NAPO-LA	86



Happy Birthday to You!

July

- 10 *Chris Janetsky*
- 12 *Ann Gambrell*
- 17 *Diana Ryan*
- 18 *Heather Thompson*

August

- 2 *Christine Reiter*
- 4 *Marci Alpert*
- 5 *Mary Xanthos*
- 7 *Barbara Glass*
- 16 *Kathleen Klein*
- 23 *Mikki Lesowitz-Holiday*

September

- 4 *Debra Frank*
- 8 *Lynne Gilberg*
- 23 *Karina Black*
- 23 *Marcy Melton*
- 24 *Donna McMillan*
- 28 *Debbie Gilster*
- 29 *Cheryl Perkins*

Ask The Organizer

Glorya Schklair,
The Practical Organizer, Inc.

Q: Can you tell me about Google's online reverse phone search and how to protect my home address?

A: I am a fan of using the internet to search for any kind of information on any topic. However, I am not happy about my home address being available to *anyone* searching on the internet! I give my phone number freely, but I do not provide my home address indiscriminately.

Google has a new feature where you can type a telephone number into the search bar, hit enter and get a map to the address where the phone is located, if the address is listed. If not, the location is nearby. Think about it—if a child, single person, anyone gives out his/her phone number, someone can actually look up the number to find the neighborhood where he/she lives. The safety issues are obvious and alarming.

In order to test whether your phone number is mapped, go to www.google.com and type your phone number in the search bar (XXX-XXX-XXXX), then hit enter. If your phone number is not publicly listed, you should be fine.

If you want to block Google and other search engines from divulging your private information, simply click on the *telephone icon* next to your phone number. Follow instructions to remove your listing.

TANYA WHITFORD

Jean Furuya, *The Office Jeanie*

Each month at the Los Angeles Chapter meeting, a Professional Organizer is auctioned off! Yes, it's true. Anyone attending the meeting can place a bid to win one hour of time with a veteran Professional Organizer. You can ask the organizer anything about the business. Get all your questions answered such as: setting up your business, getting new or more clients, marketing your services/products, designing business cards, specializing, home or office organizing and more! We are very fortunate to have a wealth of great organizers willing to share in your success. This is a terrific opportunity to invest in your future as a Professional Organizer.

Tanya Whitford, who started *Organizing Wonders*, in 1999 specializes in residential organizing, which has allowed her the flexibility to continue pursuing her acting career. She enjoys getting to know families and individuals and helping them achieve their goals. Her clients are predominantly creative types from actors to writers to artists. Being able to pursue both of her passions at the same time has been a wonderful experience.

Tanya has been an active volunteer since joining NAPO-LA. She has volunteered as the newsletter editor and publisher, webmaster, and countless small jobs in between. She has served on the Board of Directors as Secretary, Communications Director, President, and now Past-President. These volunteer experiences have been invaluable to her growth as an organizer and business owner.

She is a member of the National Study Group on Chronic Disorganization where she holds a certificate as a Chronic Disorganization Specialist and a Certificate of Study in Basic ADD Issues with the Chronically Disorganized. She recently presented the workshop "Starting Your New Organizing Business" at the 2003 Southern California NAPO Winter Workshop with Heather Thompson. She participated in the keynote session "Walking Your Talk: Ethics and the Professional Organizer" at the 2003 NAPO National Conference.

Tanya enjoys working on personal finances, budgeting, taxes (not paying them—just doing them!), computers, products, digital gadgets and taking a day off work to go to the movies. If you want to know about any or all of these areas, don't forget to bid on Tanya for the Silent Auction at the July meeting!

END-OF-THE-YEAR SCHOOL PAPERS

Esther Simon,
Traditional Home Organizer

Late each spring, students and teachers get excited about successfully finishing another school year. Now is the time to review the work and store the treasures in a safe place.

It is a good time for teachers to review which formats, teaching materials and tests were successful, then file them in an organized way. Get a portable filing case, holder or box and label each hanging folder by subject and grade level. This can later be reviewed or added to later in the year.

Students might want to review the work that is most worthy of their personal memorabilia boxes. Use a banker's or other storage box. Label the outside and use hanging folders inside. Remember to ask each student whether this is something he or she would like to see in twenty years. Many times we hold on to things for a few years and then throw them out. It's better to go through the work right now when school is over, before students leave for camp or vacation or settle into a carefree schedule. Clean out the homework areas now so that they will be ready in September. It is critical to engage students in these tasks; otherwise, they might feel that you do not value the work they did.

Teach good techniques for de-cluttering. When cleaning out the backpack, save the good used school supplies such as calculators, scissors and tape. This will save some money next semester. After all is clean and put away, the student can really sit back and have a wonderful, restful summer.

REGISTER FOR THE NATIONAL DO NOT CALL PROGRAM

Evelyn Gray, *GO Get Organized!*

Californians can now register for the free, nationwide Do-Not-Call registry that the Federal Trade Commission (FTC) has launched this summer. Sign up now and stop unwanted telemarketing calls beginning in October.

Registered California telephone numbers will be delivered by the Department of Justice to the FTC as soon as the federal agency is ready to receive them, most likely in July 2003.

Only California residential and mobile telephone numbers are eligible for this program. ***Business telephone numbers are excluded.***

Beginning in October 2003, telemarketers must stop calling consumers whose telephone number is on the national Do-Not-Call list. While most telemarketer calls will be prohibited, there are certain exceptions. For example, charities, and companies that have an established relationship with a consumer will still be allowed to make calls.

For more information, go to <http://nocall.doj.state.ca.us/> or <http://donotcall.gov>.

PUTTING ON THE RITZ

Ann Gambrell, *Creative Time-Plus*

Yes, putting on the Ritz was exactly what we did! On April 5, 2003, the Los Angeles Chapter Golden Circle gathered at the Ritz Carlton Hotel in Marina Del Rey to enjoy an elegant afternoon tea, replete with fine attire—some ladies even wore hats—traditional English fare and, of course, tea. We spent the afternoon becoming better acquainted, and exchanging business and organizing ideas and information.

Our chapter's Golden Circle meets quarterly. Once a year, we plan an outing. We have visited the Container Store, where the store management gave us a tour of the facilities. Another year, we met for a weekend of fun in the mountains at Jean Furuya's cabin.

The Golden Circle designation is available at no cost to all NAPO members who have been in business for a minimum of five years and a NAPO member for one year. Chapter membership is not required. Proof of business ownership is submitted with application. The purpose of Golden Circle is to share, support and network with other seasoned organizers locally and nationally. Some members are not conveniently located near a NAPO chapter, but will travel quarterly to Golden Circle gatherings.

We encourage all eligible NAPO members to join our group. For more information visit the NAPO National website <http://www.napo.net/members-only/gc.html> or speak to Los Angeles Area Golden Circle liaison, Ann Gambrell or National Golden Circle Chair, Donna McMillan.

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planning to expand on what was done at the 2003 Winter Workshop! Mark your calendars, watch the website, and stay tuned for more details.

•The November Holiday and Town Hall meeting will be closed to visitors. We will be upgrading the evening to a dinner meeting!

•Increase the publicity for NAPO-LA. Chris McKenry, NAPO-LA PR coordinator, will be working hard to get us more press and raise the visibility of NAPO-LA and Professional Organizers!

•Increase membership by contacting visitors of NAPO-LA meetings, contacting NAPO members who are not NAPO-LA members, publicizing NAPO-LA, and continuing to develop the mentor program.

•Streamline the NAPO-LA meeting registration process. Update the NAPO-LA website to include on-line membership applications and visitor meeting registration.

•A summer social event will be posed to the membership; we're looking for a member to volunteer to host the event.

•New education opportunities for members will be reviewed and implemented in the next year.

•In response to the town hall meeting, continued research is being done on the current meeting venue and the feasibility of a relocation of the meetings. Proposed options will be presented to the membership and voted on at the July meeting.

The success of NAPO-LA depends on all of the members contributing to the chapter. The Board is

very dedicated to the plan we've set for the year and we look forward to the participation of all of our members to continue to grow our Chapter.

A special thanks to the board members for their enthusiasm and support of the continued growth of NAPO-LA. Thanks to Robin Davi, Treasurer; Talia Eisen, Secretary; Chris Janetsky, Communication Director; Nicole Juarez, VP/Membership; Heather Thompson, Program Director; Tanya Whitford, Past President.

So, when we next ask for volunteers, I encourage you to raise your hand and be a part of the Chapter's growth!

"From what we get, we can make a living; what we give, however, makes a life." – Arthur Ashe

GO Week Coordinator Needed

The NAPO-LA Board has an immediate opening for one eager volunteer (or two for co-chairs) that would like to chair and lead the NAPO-LA Go Week Event! This is a great opportunity to show your organizing skills, work with amazing volunteers, possibly learn new skills, lead an amazing event, and contribute to NAPO-LA shining! We have a great binder to hand over from last year's event that will help with the coordination process (great examples to make the job easier)!

If you are interested in helping to make NAPO-LA shine, please contact Marilyn Crouch at marilyncrouch@napola.org

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E-bay? Our website has an entire mall full of stores at <https://www.paymyassociation.com/mall.cfm>. By shopping at your favorite on-line retailers through <http://www.napola.org> you are sending a percentage of your purchases to our Chapter! What a simple way to give. This is something easy we can all do to help raise money so that NAPO-LA can give its members more benefits.



Potential Web Sponsor

PROFESSIONAL MOVERS

Heather Thompson, *Organization Matters*

A professional mover would be an excellent Web Sponsor for NAPO-LA. Clients often hire professional organizers to get them ready for a big—or partial—move. That puts us in a position to recommend a moving company to our clients.

Why not ask one of your favorite professional movers to partner with us? If they were to become a Web Sponsor, we could all use and recommend them!

questions you would like to have addressed to HeatherThompson@napola.org. Members will find the Venue Comparison Chart and other information at the NAPO-LA website for review. A chapter vote on the issue will be held online after the July meeting. Only chapter members will be able to vote on the issue.

Please give a standing ovation to June’s Program presenter, Barb Schmit of *Esselte*. As always, the products Barb showed us were wonderful and have plenty of uses for our clients. The new *Esselte* products she introduced definitely brought sparks to many an organizer’s eye. Thank you Barb!

COMING SOON!

• **August.** “Staying a One-Person Business or Growing Larger” presented by Debbie Gilster, *Organize & Computerize*, and Dorothy Breininger, *Center for Organization & Goal Planning*.

• **September.** Resources for Organizers will be an opportunity for organizers to share the resources they turn to when working with clients. The program will also include a few vendors, who will speak to us. If you have a resource you would like to share, please forward it to HeatherThompson@napola.org for inclusion in the program.

help her out of her jam.

This is a sad but great example of not following your instincts. Miranda and I both agreed that her travel plans were foolish because she would be exhausted. But Miranda was sure that it did not matter—she followed some intellectual logic instead of trusting her instincts.

Being able to trust and follow your instincts is critical to survival, whether traveling through Europe or growing a business as an organizer. Instincts tell you a great deal about what to expect from a client and which clients to work with or forward on to others.

Learning to trust your instincts is a three-part process. First, listen to your feelings and determine what is driving that still small voice inside. Is it the real “knowing,” or is it some fear or self-judgment, as was the case for Miranda. Second, think about how you can solve whatever problem is facing you. Do you really know all your options, and have you thought about them? Third, take note of the intellectual messages that tend to discount the feeling and problem-solving strategies. Are you convincing yourself that you can do something or take on a client regardless of your internal warning? If you can distinguish among these three parts of your “instinct,” you can usually avoid mistakes—or at least fix them before they get the best of you!

If Miranda had been able to

acknowledge her fears and look at various options, she would not have made the unwise but “logical” decision about how to travel. Instead, she rejected her fears, refused to look at her options and chose a travel plan that put her at the greatest risk for harm. The positive outcome of all this is that after being robbed, she was willing and able to call us for help, acknowledge her mistake and move on. It is important to learn to trust your instincts.

VOLUNTEERS NEEDED

One of the best ways to get to know other chapter members is by volunteering. NAPO-LA is looking to fill the following volunteer positions.

- Meeting Assistant – set up and care for our meeting materials at the meetings and carry them to and from the meeting site.
- Librarian – keep our new collection of National Conference CD’s and facilitate chapter members checking the material in and out.
- Welcoming Committee Greeter – be at the meetings to say “Hello” to members and visitors. Introduce new members and visitors to other members.
- Summer Social Coordinator – plan and host an informal, summer get together for the chapter. Location does not have to be at your house for you to volunteer to plan this event.

If you are interested in assisting the chapter in any of these positions, please contact MisheleVieira@napola.org.