

CONNECTICUT CONNECTIONS



November 2011

President's Message

Sandra Wheeler

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Dear Karen (KB),

I adore working with my clients. Always have. This past week, more than ever, I found myself overwhelmed with gratitude for the amazing people that I have had the pleasure of meeting. I felt incredibly blessed that they have opened their spaces and their lives to me, so that I have opened my eyes again in my own life.



From one client who has cancer in 70% of her bones for over seven years now, and her ability to keep on keeping on. Together we work through her history and her memories, while organizing and planning for her dreams and next projects. I leave her every time, take a look again at my planned activities and questioning if I have my priorities straight.

To another client I met thanks to a call from a grown daughter. Over the phone she described unbearable clutter and a fairly batty old woman. The family was not going to the farm for Thanksgiving unless she 'cleaned up her act. Would I be willing to try and work with her?' Needless to say I was a bit apprehensive as I approached the old farm house. Over the next three hours, what I saw was a very fascinating 83-year old woman who was married 60 years and raised five children. On her own now, she loves her huge organic garden and roadside farm stand, teaching the art of caning at the senior center, donating knit hats and gloves to shelters, canning her fruits and vegetables. Being a great housekeeper isn't a priority for her. I hope that at Thanksgiving her family will gather and see through new eyes, the incredible talents and huge heart of the woman they call 'mom'. I leave her

NEXT CHAPTER MEETING

Friday, November 18th
9:00 - 12:00 noon
Board Meeting
12:30 - 2:30

Show & Tell!

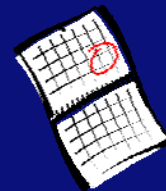
What is your favorite organizing / productivity item in your own office?

What is in your work bag?

What are the favorite products you recommend to your clients?

Holiday Inn,
North Haven
Exit 12 off I-91

Invitation to follow!



Upcoming Events

January 20, 2012
Chapter Meeting
9:00 - 12:00
Board Meeting
12:30 - 2:30
Strategic Plan Review

February 17th

home wondering who in my life I see for what they don't bring to the table, rather than the gifts they do offer.

I wish for you a Thanksgiving season that finds you grateful for the abundance in your life!

Member News

Cindi Filer
Membership Director
alifeinorder@comcast.net

October Annual Renewal

The deadline for membership renewal was 10/31. If you have not completed your renewal, don't miss out on the benefits of this great organization! Complete your membership renewal form and mail with your dues plus the \$25 late fee. We look forward to continuing our collaborations and relationships.



Chapter Volunteers

Thank you to Seana Turner for volunteering to help Cara with Board Elections for 2012-13 and coordinating our Chapter volunteer opportunities. We want to make sure that all chapter volunteers are captured in our database. If you have served in any capacity since March 2011 (no matter how small it may seem to you) please let me know. We appreciate all you do and want to track everyone's contributions.

Hospitality Help and Buddies

Hospitality and Buddies are a part of my role as Membership Director. We appreciate having one volunteer at each meeting to help with Hospitality – setting up the reception table, greeting guests, assigning a guest buddy and helping to answer any questions. Our Buddy volunteers are responsible for making our guests feel welcome, introducing them to other members and answering any questions. If you are interested in helping with either of these roles, please let me know. These are easy ways to become more involved in your NAPO-CT chapter.

Previous Meeting Highlights

The A-B-C of an Organizing Business:

Attract Business Confidently

Facilitated by Judith Ann Kirk
Golden Circle Member

Over the years, NAPO has documented that those who do not survive the one year mark fold because the owner is not able to attract clients – no clients, no business. Because of this statistic and our own mission to “support and educate members,” our Chapter is exploring possibilities to attract business confidently – the A-B-C of an Organizing Business.

Chapter Meeting
9:00 - 12:00
Board Meeting
12:30 - 2:30

March 16th
Chapter Meeting
9:00 - 12:00

March 21 - 24th
NAPO Conference
Baltimore, MD

Clutter — Hoarding Scale

The Clutter — Hoarding Scale is an assessment measurement tool, developed by the Institute for Challenging Disorganization (ICD) to give professional organizers and related professionals definitive parameters related to health and safety. Some of the new changes in this edition of the Clutter Hoarding Scale are the addition of color coding to the levels of disorganization.

Green would equal a Level 1 home and Red would indicate a Level V.

A description of each level with attention to the following areas:

Structure and Zoning, Animals and Pests, Household Functions, Health and Safety is included.

Organizers working with CD clients are very interested in the new addition of the Personal Protective Equipment (PPE) recommended for working with different situations.

The ICD is a non-profit 501(c)(3) educational organization whose mission is to benefit people challenged by chronic disorganization. Faith has a few more of the quick reference guides or you may download the complete free Clutter Hoarding

September Topic

Success: What it means and how to measure it

"If you don't know where you are going, any road will do." If you don't know what success means, you can't measure it, you won't know if you are flourishing, you won't know if the road you are on will get you to your destination.

Attendee responses regarding "What is Success":

1. Feeling fulfilled both personally and professional – the best of both worlds.
2. The perfect balance between having enough time and money to do what I want. More client work means more money but less available time. I need to work on the balance.
3. Goals change as my business develops so striving for success is constantly changing. Revisit goals periodically.
4. Having clarity and the ability to focus on what is important in my life.
5. Giving and earning respect with colleagues, friends, family, clients, self...

Attendee responses to "How do you measure Success":

1. Feelings are my barometer – am I grumpy or happily sailing through my day?
2. Periodically stopping and asking myself, "Did I get to see and do what I wanted to?" Frequent re-evaluation of goals is necessary.
3. My own surroundings tell me if I am not balanced. Have I neglected myself and my surroundings in an effort to help others? If I don't take care of myself, I do not have the ability, stamina, or desire to care for others.
4. Numbers! Did I increase client load? Is my profit margin where I set my goal? Have I developed alliances I set out to achieve? Goals come with benchmarks that need to be reviewed frequently.

Challenge: I urge everyone to take time before the end of the year to review your 2011. Did you meet your goals? Were you as successful as you envisioned? Pull out your calendar and set a date for early 2012 to write down your ideas of success for the new year. Be specific! Feelings are fine, but numbers tell the true story.

Success is a goal for life, not just for business, and it is only limited by the size of your thinking. How you think determines day-by-day accomplishments. As you begin to measure success, you develop confidence to continue to grow your business. You are not born confident, you acquire it daily.

In the book The Magic of Thinking Big the author David Schwartz, PhD points out that action separates a dreamer from a doer "Ideas without action is a car without an engine." So, go start your engine!

October Topic

Tolerations

Physical space is filled with many minor distractions and irritants – piles of unread books, fingerprints on windows, closets full of unused items, etc. For many these are annoying distractions, but easily ignored. Rarely do we recognize them for what they really are -

Scale by clicking
[HERE](#).

NAPO CT Board of Directors

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Vacant

potent threats to our productivity, energy, concentration and peace of mind; potent threats to attracting business confidently.

Attendee responses regarding "Tolerations (irritations) in your business":

- Clients that cancel at the last minute ~ Rx: Call or email reminders a few days in advance.
- Time to prep and print intake forms ~ Rx: Print several and keep handy for quick access.
- Storing and accessing solutions ideas for client problem areas ~ Rx: Evernote
- Being a solo entrepreneur and not knowing how to do everything needed (Who to turn to, what do I need, how do I do it?) ~ Rx: Develop strategic alliances, network with colleagues at meetings, conferences, etc.
- Loss of clarity, where is my focus? ~ Feng Shui Rx: Wash windows for better clarity on your future.
- Mental clutter with thoughts about discontinuing the business ~ Rx: Recommended book Stopping: How to be Still When You Have to Keep Going by David Kundtz for learning how to become more awake, remembering who you are and get going again in a more centered way.
- Personal and business papers that need filing ~ Rx: Become aware of habit of piling instead of filing, improve the system to make filing easier.
- Abundant emails clogging ability to access the ones I need ~ Rx: Sort emails by sender rather than date. Learn to set up rules to move e-mails to specific folders for later action.
- Disorganized filing ~ Rx: Set up a system to archive or shred periodically and put the dates in your calendar.
- Messy car trunk ~ Rx: Just do it!
- Cluttered desk top ~ Rx: Utilize a step file organizer

An irritant is not contingent on the size of the toleration; it is contingent on how much it affects you. A loose button is an irritant, but a lost button on the way to an important meeting can lead to panic. A chip in your windshield can be an irritant, but a progressing crack can become an immediate obligation.

Challenge: When confronted with an annoyance in your life, stop and notice the power this irritant has over your day, your business. Vow to eliminate the irritant as soon as possible. Stop and notice how it feels after it has been dealt with. When you have learned to deal with your own irritants, you can better help clients to eliminate theirs.

Jack Canfield in his book, Chicken Soup for the Soul, states "Clearing clutter increases success." So, start on the road to success, by recognizing and eliminating our own tolerations.

November Topic
Boundaries we draw in the sand

Programming

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October Diversity and Inclusion Our October meeting speaker was Kevin Burrell of KB Squared Away. Some high-level takeaways: Prejudices and stereotyping- we all have them. It is natural as long as we understand them as such. Awareness is a great first step. Diversity begins at the top of any organization. Sometimes this is where the most resistance lies. Inclusion – Everyone needs to feel valued, respected and supported. To best serve the market, one must employ the market. When organizing for a client, include all household members in the discussions and solutions.

NAPO-CT Board Positions

Cara Brook Past President

cara@organizewithsos.com

Start thinking about how your talents and passions might contribute to our Chapter in the months ahead! Board nominations are in process over the next several months.

Contact Cara or Seana with thoughts about how you might best contribute or to ask any questions about available Board or volunteer positions for 2012-13.

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or

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We look forward to hearing from you!

NAPO - CT

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