

ASWA FAX RETURN

American Society of Women Accountants — Houston Chapter No. 33 www.aswahouston.org

Member of *The Federation of Houston Professional Women*

VOL. 57 No. 10



American Society of Women Accountants

American Society of Women Accountants
Houston Chapter

Annual Spring Luncheon & Scholarship Awards



Keynote Speaker

- The Connected and Committed Leader Defining Leadership as a life practice for success.
- Understanding Seven Essential Leadership Insights.
- Leadership roles vs. Leadership Vantage Points.
- It starts with you. Why leaders go first.
- Business is personal. Leadership is up front and intimate...
one person at a time.
- Leading one, cascades to many.
- Differentiating Management and Leadership behaviors.
- Feeling what its like to be led by a great leader.
- Why great leadership brings out the best people have to offer.

Date:

Thursday, May 14, 2009

Time:

11:30 a.m.—1:00 p.m.

Contact person:

Julianne Dorsett

Email:

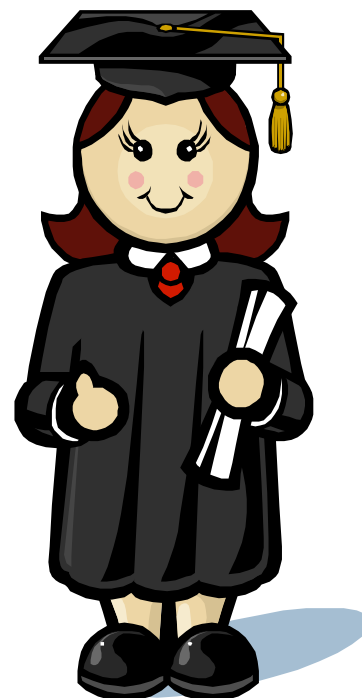
Julianne_Dorsett@petrochemintl.com

Location:

The Briar Club
2603 Timmons Lane
Houston, TX 77027
(Parking across the street)

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2008-2009 Officers & Committee Chairs

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Secretary C 713-906-8060 W 713-561-6528	Adrienne Brown abrown@uhy-us.com F 713-968-7138	Past President H 713-927-2679 W	Debbie McKenney Student Activities debbie.jensen93@gmail.com C 713-927-2679

Deadline for June newsletter: June 5, 2009 Newsletter Editor: Ursula Cornish Cell: 281-773-1530 Work: 713-552-2105 Fax: 713-622-1366 Email: payables@thebriarclub.com	Additions and changes to the mailing list should be submitted to Eileen Neucere Home: 281-894-5253 Fax: 281-807-1520 Email: eneucere@earthlink.net
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The FAX RETURN is the newsletter of ASWA Houston Chapter 33. It is published monthly, except December. You can receive the Fax Return by email or by snail mail. **Please let the editor know which form you would like to receive the newsletter.**

Standing Reservations

- | | |
|--------------------|-----------------|
| Jeri Barthel | Debbie McKenney |
| Colene Blankinship | Brandi Lucher |
| Adrienne Brown | Carrie Morris |
| Sonia Calloway | Eileen Neucere |
| Ursula Cornish | Melanie Norton |
| Kristi DeNardo | Eunice Reiter |
| Julianne Dorsett | Ann White |
| Suzi Martin | |

The Chapter will bill for reservations that are not cancelled by noon Thursday prior to the meeting.

Please contact **Brandi Lucher** to be added or deleted from the Standing Reservations List.
 713-436-1445 brandilucher@yahoo.com

CALENDAR OF EVENTS

- April 27—Membership Meeting—The Briar Club—Vicki Odom— Tackling the Form 990
- May 14 —Scholarship Luncheon—The Briar Club—Laura Lopez
- June 12-13 —St. Louis ASWA Regional Conference
- June 22—Membership Meeting—The Briar Club

Houston ASWA Memorial Fund

The Houston ASWA Memorial Fund was chartered in 1973 with the two-fold purpose of:

- Providing scholarships to deserving accounting students
- Furthering the mission of the American Society of Women Accountants -- “To enable women in all accounting and related fields to achieve their full personal, professional and economic potential and to contribute to the future development of their profession”.

The Memorial Fund receives contributions, in lieu of flowers, for members and their loved ones during times of grief. We receive contributions to celebrate special occasions and in honor of special people.

Please consider the ASWA Memorial Fund as an opportunity to honor or to memorialize the people in your lives.

Contributions should be made payable to:

ASWA Memorial Fund
c/o Eunice H. Reiter
5005 Woodway, Suite 200
Houston, TX 77056-1789

If your contribution is in honor or in memory of someone, be sure to include information regarding where to send the acknowledgement.

Charitable Project

Please remember to gather your sample toiletries when you travel and donate them to Miryam’s Hostel which is on the second floor of the Loaves and Fishes Soup Kitchen. It is a place where 6 – 8 women can spend the night, wash their clothes, take a shower and sleep in a bed. Then they are back out on the street. It is sponsored by Magnificent House which is affiliated with the Catholic church. They can use toiletries, towels, twin bed sheets, pajamas etc.

ADVERTISING RATES

The ads are to be emailed to the newsletter chair no later than the 1st of the month in which the ad is to appear.

\$300/ year—full page
\$160/ year—1/2 page
\$ 10/ month—business card size

The Fax return is published monthly except December.

Official National Registry Statement

ASWA is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State Boards of Accountancy have the final authority on the acceptance of individual courses of CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors: 150 Fourth Avenue, Nashville, TN 37219-2417. Web site: www.nsba.org.



The Scholarship Application and Scholarship Criteria are posted on the FHPW website. Just click on this link and it will take you right to the information:

http://www.fhpw.org/scholarship_application.html

The scholarship application deadline is May 15, 2009.

Please pass this information on to your organization’s membership, fellow co-workers, family, friends etc.

Federation of Houston Professional Women

Web site: www.fhpw.org

Federation of Houston Professional Women (FHPW)

The Federation of Houston Professional Women is an alliance of women's professional organizations, chartered by the state of Texas as a non-profit, non-partisan business league. Each FHPW member organization, although diverse in style and structure, has professional or businesswomen members focused on education, networking, specific careers or community service.

FHPW offers quarterly events designed to bring its diverse membership together to promote a place of POWER and INFLUENCE. Quarterly events are open to both members and guests and allow Houston professional women the opportunity to network, have some fun and learn something new.

If you are a member of ASWA then you are automatically a member of FHPW.

Career Center

Please remember to encourage friends and colleagues to register and that there is not cost to individuals to post their resumes. Members can help by letting their HR Departments at work know about the site. Using the site is a win-win-win-win proposition because 1) employers gain access to a pool of specialized job seekers, 2) individuals seeking employment in accounting and finance can easily connect with employers/recruiters looking for candidates with those skills, and 3) the ASWA raises funds that it uses to 4) provide scholarships to worthy individuals.

Support a worthy cause by spreading the news about the ASWA Career Center today!

Current Fundraiser

Our chapter has been registered with the Current Fundraiser Online program. It is very simple—all you have to do is shop online at www.CurrentFun.com, and when you check out, select:

State: **Texas** Organization: **ASWA – Houston** City: **Houston.**

Our chapter will receive a check quarterly for 50% of online sales that are attributable to our organization. Tell your friends and relatives, and help raise money for our scholarship fund. You can save some money for yourself and get some great products, and at the same time, contribute to the scholarship fund. What a deal!



Laura Lopez is a performance strategist, leadership specialist and branding expert with more than 20 years of corporate experience. She is also a late-in-life mom who gleaned her leadership insights from her experiences with her daughter and applied them at work with outstanding results. Laura discusses this in her new book, [The Connected and Committed Leader](#), a practical guide that teaches you how to achieve better results at work by applying lessons from home. Laura is a sought-after keynote speaker, award-winning author, and business and life coach who has been featured on the Today Show and [Fox News](#). In addition, her accomplishments have been highlighted in several business periodicals including [The Long Beach Business Journal](#), [The Houston Chronicle](#), [Latina Magazine](#), and [Central Valley Business Times](#). Her articles on management and leadership are regularly seen in *Leadership Excellence*. Laura has been leading teams and achieving results for Fortune 100 Companies since the early '80s. Most recently, she was a highly successful Vice President at The Coca-Cola Company. As President and CEO of Laura Lopez and Company and The Living Leadership Learning Institute, she helps businesses to achieve superior results through connected and committed leadership. Laura believes that effective connections with employees, consumers and customers are what drive outstanding performance. Her expertise in corporate business coupled with her experience as a parent, has given Laura a unique and practical perspective on leadership. Laura brings a broad international and cultural perspective to her programs as well. She has spent significant time outside of the US particularly in Spain, France, Mexico and Turkey. Her programs have no borders; her insights are applicable in the United States as they are abroad. Laura holds an MBA from The American Graduate School of International Business and a Bachelors of Science degree from Bucknell University.

Doing more with less: What to do when employees get burnt-out

Keeping productivity up, stress levels down in tough times

As companies tighten their belts, employees are having to take on more. That means more employees are at risk of burning out.

That's the situation manager Terri Bales found herself in when one of her most seasoned workers claimed his workload had grown too large.

'We're all in the same boat'

"I don't think I can do this anymore!" employee Brett Jensen said as he slumped into the chair across from Terri.

"Do what?" Terri asked.

"I'm doing 10 times the work I was before, and it seems like there's even less time to do it now," Brett said.

"I know, Brett – we're all in the same boat," Terri said. "Unfortunately, until the economy improves, we're all going to have to get used to doing more with less."

"How can you say that?" Brett asked. "I'm completely burnt out."

Just temporary

“Everyone else is doing the same amount,” Terri pointed out. “I’m trying to distribute the workload as evenly as possible.

“I explained to everyone at the last meeting that this would be a temporary situation.”

“Well, you also said you’d be here if we had any concerns,” Brett said. “So here I am. And I want something done about it.”

An example

“Brett, I’m counting on you,” Terri said. “It’s tough now – but be patient. It’ll get better.

“Plus, you’re one of our veterans. If you’re showing the younger ones you can handle it, then they’ll feel much better about their own situation.”

“I don’t know if I can keep setting an example when I barely get to see my family,” Brett said. “My personal life is definitely suffering.”

The big question

Terri worried her workers might feel overwhelmed, but she never expected to hear complaints from someone as experienced as Brett. If he was feeling the heat, that meant the problem was probably worse for others. Still, her hands were tied. Until they were in a position to make new hires, she couldn’t do much to ease the burden on current employees. But it was clear from Brett’s outburst that she had to do something.

If you were in Terri’s situation, what would you do? One of the ideas offered below might provide you with some guidance.

What you need to know:

To help workers avoid burnout:

Encourage group discussions and ask for employee input on doing more with less, and
Watch out for signs of troubled workers, who may need extra support or counseling.

How Two Managers Would Solve the Above Communication Problem

1 Swap his current projects for something else

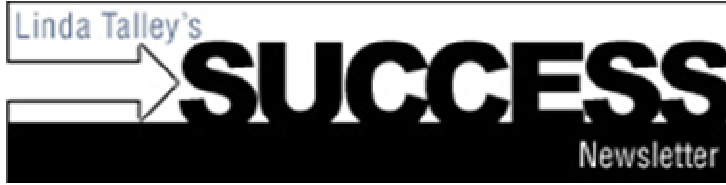
We’re all concerned with doing more with fewer resources. But if our employees aren’t happy they won’t be productive, either – so that should be one of our top priorities. I’d talk to him and identify what he enjoys most about working here, especially any areas in his expertise that he’s not working on right now. Then I’d switch up his projects and try to move him into that desired area. I’ve found that a little shake-up in assignments can help revitalize burnt-out workers. And it also might remind Brett why he’s worked at the company for so long in the first place.

*Sarah Natho, Operations Officer
North Houston Bank, Houston*

2 Reduce workload, offer support

All employees respond to this situation differently. It sounds as if Brett needs some extra support, someone to talk to. As for his workload, I’d see what I could do to reduce it for the time being. Obviously, he needs a little bit of a break, so if some tasks aren’t absolutely crucial, I’d put them aside for later – or find someone else who could handle them temporarily. We definitely don’t want his personal life to be suffering, because that has a big effect on his attitude in the workplace. So I’d also offer him my support and help anytime he needed it.

*Rae Ormsby, Staff Development/Infectious Control Manager
District One Hospital, Faribault, MN*



When you make someone else feel less important, you frustrate one of their deepest instincts. Manipulators love to do this. However, if you're not a manipulator, consider these suggestions to empower the other person. When the other person feels equal or superior, you will always get along well with them!

1. When visiting another's office, resist the urge to lean on their door jam. This is an intimidation move and does nothing to make the other person feel important.
2. Keep your feet off your desk or anyone else's desk. This portrays ownership and in some countries rudeness!
3. When meeting a customer in his/her office, move around their desk to the left side and shake their hand. Resist the urge to bend over the desk or extend your hand over their desk as this puts you and your customer into the social zone and business does not take place here.
4. Sit visitors, to your office, in a high back chair with arm rests. If you really want them to feel really comfortable, give them one with rollers on it.
5. At the end of each conversation, each encounter, ask yourself, "did I empower that person to do more or did I empower them to do less?"

The ASWA Memorial Fund acknowledges with gratitude the following contributions:

In memory of: **Billy Crump** (Colene Blankinship's Father)

By: The Houston Chapter
Eunice Reiter
Ellie Moore

In memory of **Essie D. Williams** (Ursula Cornish's grandmother)

By: The Houston Chapter

In memory of **James B. Martin** (Julianne Dorsett's grandfather & Suzi Martin's father-in-law)

By: The Houston Chapter

And thanks to those of you who contributed at the annual Christmas Party.

<u>Memorial Fund Cash Report</u>	<u>2008</u>	<u>2007</u>
Cash, Beginning	8889	9463
Interest Income	47	51
Contributions Received	1152	2265
Cookbook Sales	-0-	110
Scholarships Awarded	(3500)	(3000)
Cash, Ending	<u>6588</u>	<u>8889</u>

ASWA
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Janice E. Bass —janbass@charter.net

—Regional Director for Houston

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