

# ASWA FAX RETURN

American Society of Women Accountants — Houston Chapter No. 33 [www.aswahouston.org](http://www.aswahouston.org)

Member of *The Federation of Houston Professional Women*

VOL. 58 No. 3

## Membership Meeting September 22, 2009

Speaker: David Ahola

Topic: Current Events in Internal Audit

CPE: 1 hours Level: Update Prerequisites: Basic

Where: The Briar Club, 2603 Timmons Lane  
(corner of Westheimer and Timmons Lane)

Parking available in the member parking area across the street from the Briar Club. Valet parking is available.

Time: 5:30 p.m. Networking:  
6:00 p.m. Dinner  
6:45 p.m. Speaker (including Q&A)

Early bird reservations by Wednesday 5:00 pm prior to meeting:

Members and 1st time guests	\$30
Returning guests	\$35

Late reservations and walk-ins:

Members and guests	\$35
Returning guests	\$40

CPE portion only	\$15
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Administrative Policy: Per ASWA standing rules, if you register and do not attend, you will be charged for the regular meeting price.

[Reservations need to be made by the Wednesday preceding the meeting to Julianne Dorsett at \[meetings@aswahouston.org\]\(mailto:meetings@aswahouston.org\). Please contact Julianne with late reservations, even on the day of the meeting.](#) Special dietary requirements available upon request

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## PRESIDENT'S MESSAGE

By: Melanie Norton

I hope you all enjoyed the Labor Day Holiday and returned to your "labor" energized. The few days of cooler weather that we have enjoyed recently gives me hope for an early fall; hopefully, one that is hurricane-free for all of us. You may recall that last September we did not have an ASWA meeting because we were all trying to recover from Hurricane Ike. I am pleased to report that Mr. David Ahola, the scheduled speaker for that meeting one year ago, will be our featured speaker for our meeting this month. Also on the calendar for this month is the FHPW Women of Excellence Gala on September 19. I will be attending the Gala and look forward to seeing Adrienne Brown receive recognition as the Chapter's honoree.

There are several events happening in October. First, the ASWA/ASWA Joint National Conference (JNC) will be held on October 19-21 at The Palms Casino Resort in Las Vegas. I recently received notification from ASWA National that our chapter reached the recruitment goal set forth in the 2008-2009 "hit the Membership Jackpot" campaign to recruit members during the period of July 1, 2008 to May 31, 2009. The reward was a free 2009 JNC registration for a chapter member who will be a first time national conference attendee. Julianne Dorsett, President-Elect of the Chapter, will be using this free registration and will be joining Colene Blankinship and me in representing our Chapter at the conference.

Next, FHPW will have a quarterly meeting on October 26, during which elections for the 2010 Executive Board will be held. Our Chapter's Immediate Past President, Kristi DeNardo, expressed interest in serving as FHPW Treasurer and will be slated as the Treasurer nominee on the ballot. Way to go, Kristi!

Finally, October is Breast Cancer Awareness month, and our meeting on October 27 will feature a special presentation for a good cause. Our member Phyllis Martin, of Strategic Financial Group, will be presenting "Pearls of Wisdom". We need a great turnout for this meeting. If we have over 20 attendees, a donation will be made to the Susan G. Komen Foundation in our Chapter's name. Please attend and bring your friends. If you are not able to attend our meeting on the 27<sup>th</sup>, you will have another opportunity to see Phyllis' presentation at the AWSCPA Houston Affiliate meeting on October 29.

I hope to see you all soon!  
Melanie

**2009-2010 Officers & Committee Chairs**

<b>President</b> H 281-469-0970 W 713-353-1942	<b>Melanie Norton</b> president@aswahouston.org	<b>Director</b> H W 281-884-5183	<b>Suzi Martin</b> <b>Member Relations</b> relations@aswahouston.org F 281-884-5199
<b>President Elect</b> H 281-478-0778 W 281-884-5184	<b>Julianne Dorsett</b> <b>Meeting Arrangements</b> meetings@aswahouston.org C 832-563-3840	<b>Database/Bylaws</b> H 281-894-5253 W 281-894-5253	<b>Eileen Neucere</b> <b>Career Center</b> webmaster@aswahouston.org F 281-807-1520
<b>Vice President</b> W 713-353-1962 C 713-292-6183	<b>Lien Le</b> <b>Student Activities</b> scholarships@aswahouston.org		
<b>Treasurer</b> H 281-550-3675 W 281-504-8655	<b>Kathleen Long</b> treasurer@aswahouston.org		
<b>Secretary</b> C 281-773-1530 W 713-552-2105	<b>Ursula Cornish</b> <b>Newsletter</b> newsletter@aswahouston.org F 713-622-1366		
<b>Past President</b> W 713-584-6451 F 713-935-7701	<b>Kristi DeNardo</b> <b>Membership</b> membership@aswahouston.org C 832-595-5587		

Deadline for October newsletter: October 7, 2009	
Newsletter Editor:	Ursula Cornish
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<b>Additions and changes to the mailing list should be submitted to Eileen Neucere</b>	
Home:	281-894-5253
Fax:	281-807-1520
Email:	webmaster@aswahouston.org

<p>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. <b>Please let the editor know which form you would like to receive the newsletter.</b></p>
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**CALENDAR OF EVENTS**

- Sep 19**– FHPW 2009 Women of Excellence Gala  
Adrienne Brown is our Honoree
- Sep 22- Membership Meeting**– The Briar Club  
Speaker: David Aloha– Current Events in Internal Audit
- Sep 22**– Board Meeting
- Oct 19-21**– ASWA/AWSCPA Joint National Conference
- Oct 27– Membership Meeting**– The Briar Club
- Oct 27**– Board Meeting

**Standing Reservations**

- |                    |               |
|--------------------|---------------|
| Colene Blankinship | Eunice Reiter |
| Adrienne Brown     | Ann White     |
| Ursula Cornish     | Kathy Long    |
| Kristi DeNardo     |               |
| Julianne Dorsett   |               |
| Suzi Martin        |               |
| Eileen Neucere     |               |
| Melanie Norton     |               |

The Chapter will bill for reservations that are not cancelled by 5pm Wednesday prior to the meeting.

Please contact **Julianne Dorsett** to be added or deleted from the Standing Reservations List.  
832-563-3840    meetings@aswahouston.org

## 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

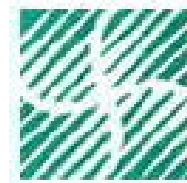
The ads are to be emailed to the newsletter chair no later than the 1st of the month in which the ad is to appear.

\$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, Nash-



The Federation of Houston Professional Women and  
FHPW Educational Foundation

### **Women of Excellence Awards Gala**

**Women Standing Strong and Working Together**

**Saturday, September 19th, 2009  
5:30 - Reception/Silent Auction  
6:30 Dinner**

**Hyatt Regency**

**Federation of Houston Professional Women**  
**Women of Excellence Gala**

Next Meeting: September 19, 2009  
Web site: [www.fhpw.org](http://www.fhpw.org)

Location: Hyatt Regency  
1200 Louisiana

ASWA Delegates: Kasi Wieding  
Eunice Reiter

Alternates: Melanie Norton  
Coleen Blankinship

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**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.

The quarterly meeting for FHPW was July 27<sup>th</sup>. They introduced the 2009 Women of Excellence. Our own Adrienne Brown was among the women honored. Each woman was presented with a “goodie bag”. Mark your calendars for The 2009 Women of Excellence Gala on September 19<sup>th</sup> at the Hyatt Regency Downtown. This event is organized by the FHPW Advisory Council to benefit the FHPW Educational Foundation. Be a part of the wonderful celebration of the 2009 Women Standing Strong .

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**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](http://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!



## David Ahola

PRINCIPAL, INTERNAL ASSURANCE SERVICES

David Ahola is a principal in MFR's Internal Assurance Services group. Mr. Ahola has more than 25 years of experience in finance, operations, EDP audits and fraud investigations in a variety of industries including airlines, airport systems, construction, franchises, metal fabrication services, oil and gas, real estate, restaurants and utilities.

Mr. Ahola is responsible for managing MFR's internal audit team which performs engagements related to operational audits, performance audits, IT audits, GAGAS, A-133, SAS 70, Sarbanes-Oxley, contract compliance and staff augmentation. He has extensive experience managing internal audits of oil and gas, energy, government, educational and commercial entities. His engagements range in size from a one-day audits of small franchises to multi-year audits and accounting engagements for billion-dollar organizations.

Prior to joining MFR, Mr. Ahola served as the internal audit director for a Canadian-based energy company for 12 years. Additionally, Mr. Ahola teaches a course on Enterprise Risk Management at the University of Houston.

### PROFESSIONAL AND COMMUNITY ACTIVITIES

*Mr. Ahola served as a past president of the Houston Chapter of Certified Fraud Examiners, an organization dedicated to the prevention and detection of fraud. He has also served on the board of directors for the Houston Chapter of the Institute of Internal Auditors.*

### EDUCATION AND CERTIFICATIONS

*BA – Brock University  
Certified Public Accountant  
Certified Internal Auditor  
Certified Fraud Examiner*

## 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!

# ‘He takes forever!’ Dealing with worker who holds up the project

## Employee’s procrastinating is stressing out the team

Some employees are great at what they do – but they leave a lot to be desired when it comes to time management. The procrastinators get work done and hit their deadlines, but in the process stir up anxiety among their co-workers. That’s the situation Alaina, a manager, found herself in when an employee complained her procrastinating co-worker was holding up a project.

### **Waits until the last second**

“You seem stressed out,” Alaina said when Casey, an employee, entered her office and took a seat across from her.

“I am – I’ve about had it with this project!” Casey said. “I never know if our stuff is going to get done on time.”

“And why’s that?” Alaina asked.

“Well, Bruce seems to think it’s OK to wait until the last second to do his share of the work!” Casey said. “I tell him we don’t have time for this – that he needs to get started now.”

### **A stressful situation**

“People do have different ideas of time management,” Alaina pointed out. “I’ve never known Bruce to miss a deadline here.”

“Maybe he doesn’t miss deadlines, but he comes pretty close,” Casey said. “And it’s stressful for all of us when he puts things off so long.”

### **‘Just his style’**

“Have you talked to him about this?” Alaina asked.

“Yes, and he doesn’t have a clue how harmful this is to everyone,” Casey replied. “He says this is just how he works. He can’t accomplish something well unless it’s under pressure.”

“That may be true for him,” Alaina said. “Some people need that extra nudge to get started.”

“Yeah, but it’s pretty hard to believe when you walk by his desk and he’s goofing off, talking to somebody or playing on the Internet,” Casey said.

“He just doesn’t care about anyone.”

“I’m sure he does care,” Alaina said.

“But I do think something needs to be done. People are stressed out enough as it is.”

## The big question

Alaina was always impressed with the quality of Bruce's work – and he'd never missed a deadline. She usually didn't interfere with how staffers did their work, as long as it got done. But if Bruce's working style was causing unnecessary stress and tension for the other employees, it was time to step in. If you were in Alaina's situation, what would you do? One of the ideas offered below might provide you with some guidance.

### What you need to know:

To keep employees from procrastinating:

- Break tasks into smaller components, and
- Give them a shorter deadline for each piece

## How Two Managers Would Solve the Above Communication Problem

### 1 Remind workers everyone has different style

I'd sit the team down for a group meeting, go over deadlines and allow them to air their concerns. Then I'd assure them that each employee works differently. Some people work better under a tight deadline because the stress pushes them to achieve their best. Others like to get things done right away so they don't have to worry about it. Neither way is wrong. As long as Bruce is meeting his deadlines and producing great work, there's nothing for other employees to worry about. They should know they need to focus on their own share of the work.

*Misty Sanchez, Clinic Administrator  
Dialysis Services of West Texas, Denver City, TX*

### 2 Designate check-in points before final deadline

Procrastinators have the ability to get work done – just not until the last minute. What they need is a definite deadline. I'd first identify the deadline for Bruce, and then we'd set up a few check-in points along the way. This system would allow me to observe Bruce's progress far enough ahead of the deadline, so I could make sure he was managing his time properly. If he wasn't happy with this change, I'd explain that his habits did have an impact on other team members – and we want that impact to be a positive one.

*Lisa Radtke, Organizational Education Specialist  
Franciscan Skemp Healthcare, La Crosse, WI*

*Article from Communication Bulletin for Managers and Supervisors*



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—Regional Director for Houston

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