

CONNECTICUT CONNECTIONS

May/June 2009

Chapter Meeting

When:

3rd Friday of the month

Agenda:

9:00 a.m.—noon

Continental breakfast
Networking
Business meeting
Speaker

Where:

Holiday Inn, North Haven
Rt 91, Exit 12

RSVP
if you plan to attend
RSVP@napoct.com

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Mailing Address

NAPO-CT

Attn: _____

994 North Colony Rd
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Networking for Profits

Philip E. Humbert, PhD

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One of the most common "rookie mistakes" business people make is confusing the act of exchanging business cards, or handshakes, with effective networking. Networking is not about how many people have your card. It is about how many people know you, value what you do, and feel comfortable referring their friends and colleagues to you.

This is such a critical distinction that it's difficult to over-emphasize it. Over the years, I have heard dozens of professionals and business people complain that they joined a service club or professional organization "but it never did any good." When I ask how they actually spent their time, they usually say they attended meetings, exchanged business cards, and schmoozed with as many people as possible.

When I ask how many referrals they made TO the people they met, I often get a blank look. When I ask about how many luncheons or follow-up phone calls they made, there's silence. When I ask if they served on a committee or as an officer, the predictable answer is "No."

Networking is about bonding and building connections. It's about building trust. It's about building a mutual relationship that benefits both parties.

Think about how many people the average physician, attorney, stock broker or salesperson contacts in a year. If your attorney knows and understands the value of your business and feels comfortable referring to you, he or she might make dozens of referrals per year.

Think of networking as the art of building a solid, long-term alliance with a circle of fellow business people. A circle of a dozen can be worth a million dollars a year in referrals. It's not the number business cards, it's the quality of the relationship that counts.

Build your network and hone your networking skills in terms of solid, reciprocal alliances that benefit everyone in your "quality circle."

From a newsletter by Dr. Philip E. Humbert - Author, Speaker & Success Strategist. Visit his website for hundreds of free articles, tips and humor like this, and be sure to subscribe to his weekly newsletter! Visit him at: <http://philiphumbert.com>

JoAnne Grabinski, NAPO-CT President

Time flies! As I look back on my two years as NAPO-CT President, I liken the experience to both a maze and labyrinth. A maze has many directions and dead ends. On occasion I did stumble and get off track. But more often than not, I took this opportunity as a journey that had one direction (a better chapter), that wound its way back and forth (from board to chapter to national), and resulted in a deeper understanding of myself and enhanced my relationships with other members.

As President I get to see things from a broader perspective. I have been in contact with other chapter presidents where we discussed a variety of chapter issues. And while we are in the middle position in terms of size and age (we are six years old, after all!), in many respects we are playing with the big girls. We have a bevy of benefits in our favor that we should continue to take advantage of. And I expect that we will continue to do so.

And while many chapter members may not recognize how much the board has accomplished over the past two years, trust me they have been busy, real busy. We did a lot of work creating what I hope is a solid foundation for the future. As many board members will attest, we drafted and approved many new policy measures, which will give us all a baseline for understanding.

One of my daily affirmations is, 'I am grateful for today and look forward with faith.' Founding NAPO-CT President Faith Manierre has been my lifeline for the past two years. She has patiently and thoroughly answered my questions, offered suggestions and calmed my fears. We are so lucky to have someone with her experience to guide us as our chapter continues to grow. She has always been there for us and I hope she will continue to be. A sincere thank you to Faith for all that she has done for me as well as for our chapter.

I would like to take this opportunity to thank the board, committee chairs, committee members and volunteers of every sort for the past two years. Together, we all make this chapter what it is; we have chosen to make this a great chapter. And for that I thank you.

And I so look forward to working with Cara Brook as she steps into this new role. She will be a fabulous president who will continue to move our chapter into the future and do what is in the best interest of our members. I'll be proudly cheering her on as she makes the role her own and it will be wonderful to watch.

And, best of all, I will continue to write for the NAPO-CT Bulletin! Until next month...

JoAnne@readytoorganize.com



NAPO-CT ANNOUNCES THE NEWLY ELECTED BOARD OF DIRECTORS FOR 2009-2010

The Connecticut Chapter of the National Association of Professional Organizers is pleased to announce the following officers effective May 15, 2009.

PRESIDENT	Cara Brook, Strategize, Organize, Simplify, LLC – Stamford, CT cara@organizingwithsos.com
VICE PRESIDENT	Kerry Colombo Cornerstone Organizing – Bethel, CT cornerstoneorganizing@hotmail.com
SECRETARY	Jill McKean Organize It! – Ridgefield, CT jillmckean@organizeit-now.com
TREASURER	Judith Kirk Organizing Resources – Plainville, CT Judith@OrganizingResources.com
PAST PRESIDENT	JoAnne Grabinski Ready to Organize, LLC – South Meriden, CT joanne@readytoorganize.com
DIRECTORS:	
COMMUNICATIONS/TECHNOLOGY. . .	Sandra Wheeler For Peace of Mind – Quaker Hill, CT forpeaceofmind@sbcglobal.net
MARKETING	Deb Gabinelle InSightful Solutions – West Hartford, CT debgabinelle@sbcglobal.net
MEMBERSHIP.	Bernette Powell Organizing by Bernette – Naugatuck, CT bernette.powell@sbcglobal.net
PROFESSIONAL DEVELOPMENT.	Andréa Deinstadt Organizing Wisdom – Croton Falls, NY andrea@organizingwisdom.com



Volunteer Appreciation Day ~ Faith Manierre, Chair

The April chapter meeting was a day to celebrate NAPO-CT volunteers. The gift of roses and chocolates helped to recognize thirty-three members who volunteered over the past year. JoAnne Grabinski, NAPO-CT President, thanked everyone who served on committees and helped make the chapter run smoothly. The chapter has 52 members and 63% have volunteered in some capacity over the past year. It reflects well that our chapter members choose to participate at this level. New members and incoming and outgoing board members were also recognized. A special thank you to our outgoing president, JoAnne Grabinski, for her thoughtful leadership over the past two years. And, a thank you to members who helped in so many ways.

info@busybeesorganizing.com

Becoming a Certified Professional Organizer—CPO®

Jill McKean, Director of Professional Development

NAPO-CT is pleased that five members sat for the certification exam and passed. In each case, they felt it was a validation of their work as professional organizers and an incentive to keep learning in the field of organizing.

Three members took the Inaugural CPO® exam in April 2007 at the NAPO Conference in Minneapolis. As KB Bryant of KB Squared Away said, *"I like being a pioneer, so it was great to take the exam the first year it was offered."*

The CPO® exam covers a broad range of organizing topics including residential, office, project management, chronic disorganization, time management, and the NAPO Code of Ethics.

In a panel discussion at the March chapter meeting, the question was asked, *"Was it hard to study for the exam and was it beneficial?"*

Betsy Krobot of Betsy K Choreography said she was able to use a study guide developed by the second year and it helped a lot. In addition, she said, *"Learning aspects of project management was part of the preparation. I didn't think I'd ever use that in my work, but it has proved helpful to learn something about it and I have applied it to jobs I do."*

Cara Brook of SOS shared that after passing the CPO® exam, she was one who was picked for a random audit. She urged members to keep good records of their specific work with clients, since they may need to refer to that documentation later.

The Board of Certification of Professional Organizers offers the exam and certification. It is independent from NAPO. To find out more about certification requirements and exam preparation, you can go to www.certifiedprofessionalorganizers.org.

The basic requirements start with a minimum of 1,500 hours paid work as a professional organizer in the last three years. This averages 10 hours a week for paid work in the last three years.

The suggested reading list is also available on the web site. As a NAPO-CT member benefit, many of these books are available through the NAPO-CT library. In addition, the chapter offers to help members set up study groups to prepare for the exam.

Besides the annual NAPO Conference, individuals may sit for the exam at various testing sites around the country. Whether you are ready to take the CPO® exam or just wondering what it is about, you can go to the web site to see sample questions and get examination tips.

As professional organizing continues to grow, the distinction of being a CPO® sets the standard for the industry.



Are You Looking at Me?

From Susan Fee's *Communication Tips*
(Printed with permission)

Who would have thought a wave, wink, and nod would have landed someone in so much trouble, but that's exactly what happened to Cleveland Firefighter, John Coleman. During the inaugural parade, drum major John Coleman reciprocated an acknowledgment from the new president while marching past him with the Cleveland Firefighter's Memorial Pipes & Drums. That's all it took to get him suspended for six months.

It turns out, protocol prohibits any kind of eye contact and it was determined that Coleman broke the rules. Yet, he swears he didn't wink. If you didn't see the news story, [watch the video](#) and judge for yourself.

This story underscores the importance of body language awareness. No matter what you say verbally, your body language reveals the truth. Incongruence with your verbal message makes others feel uneasy. Trust erodes and interest is lost. Others determine your mood based on your body language and if you are approachable. So what's your body language broadcasting about you and are you aware of it?

For instance, how would you describe your posture? A confident stance means standing with your shoulders over your hips. Just a slight lean back can be perceived as pulling away or not committing, while curling forward is often perceived as a lack of confidence. A rigid stance (think military) suggests a very formal person, and may not encourage others to approach you.

Building an awareness of your body language is the first step. Use these questions to help you.

Questions for Reflection

1. Do others consistently misunderstand your mood or thoughts based on your body language? What are they seeing that you may not be aware of?
2. If a group of people you'd never met before watched a video of you in conversation with the sound down, what impression do you think they'd have and why?
3. Observe a person you consider to be confident, trustworthy, and approachable. What specific body language does this person demonstrate? How does it compare to what you project?

Action Step

Ask for feedback from 3-5 key people in your life about what they notice regarding your body language. How do they know when to approach you? What signals do you give that you agree or disagree? How do you show them you are interested or engaged?

Susan Fee is a licensed professional counselor, coach, and trainer. She is the author of *Positive First Impressions*, *Secrets of Successful Presentations*, *Dealing with Difficult People*, *Building Resilience*, and the college survival guide, *My Roommate Is Driving Me Crazy!*

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What's So Great About a Blog?

Andréa Deinstadt, Organizing Wisdom



Blogs are one of the latest ways for people to reach out to an audience. They are short in nature and the goal or intent can be anything from selling an idea or product to sharing an experience. What makes them intriguing is the dynamic relationship it creates between the writer and audience. A blog is more interactive than a newsletter because it allows your audience to comment on your writing.

You can create a blog of your own, or work within one that is already established on someone else's site. Lisa Lelas writes for the Online Organizing blog which features a number of writers.

(http://www.onlineorganizing.com/BlogList.asp?sort=organizer&schedule=63&name=Lisa_Lelas) She jumped at the chance to contribute, because she could submit entries, without learning the technical aspects of creating and managing a blog.

It is possible to create a free standing blog online through a number of places like Google, Facebook and other sites. A blog gives you a chance to show off your knowledge and skill set.

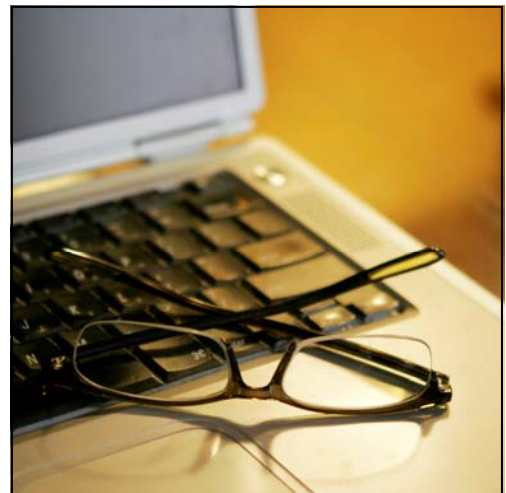
One of Lisa's readers in Australia is grateful for the ideas that Lisa brings to the table. <http://www.onlineorganizing.com/BlogEntry.asp?id=1238>. Talk about influence; that has to be thrilling. The blog becomes an open air classroom or market place, where your knowledge, skills or products are available to more people.

Westchester-based image consultant, Scarlett De Bease, sends out tips for looking your personal best: <http://scarlettnewyork.blogspot.com/> Scarlett has received great feedback on her blog even at the supermarket!

Personal coach Jane Pollack cultivates her audience with a great looking blog <http://janepollakblog.com> with the help of a blog manager. Jane is a great writer and presents her ideas well, and the blog is striking in its design and graphics. The investment of professional assistance yields first class results.

If you enjoy writing, consider writing a blog. Your audience is waiting to hear from you!

Andrea@OrganizingWisdom.com



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On the Web

<http://www.NAPOCT.com>

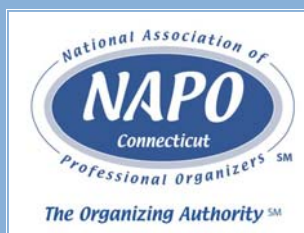
NAPO Dues Notice

According to National NAPO policy, if your National dues lapse for 30 days, your membership date with NAPO will be reset to the date you rejoined. NAPO-CT will adhere to the same policy. If national membership expires, chapter membership automatically expires. It is your responsibility to keep both national and chapter memberships current. Notify NAPO-CT Membership Director if you have any changes in your contact information.

Our **Chapter Vision** is to be the leading resource for professional organizers in Connecticut.

- Our **Chapter Mission** is to:
- Support, educate, and provide networking for our members.
 - Promote the profession of professional organizing.
 - Educate the public about professional organizing.

Our Goal is Your Success.



Chapter Board of Directors

President:

JoAnne Grabinski (203) 213-6673
JoAnne@readytoorganize.com

Vice President

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bkrobot@yahoo.com

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Andréa Deinstadt (914) 276-2728
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Treasurer

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Committee Chairs

- Archivist**.....To be announced
- Associate Membership**.....Lynne Tapper
- GC Liaison**.....Judith Ann Kirk
- Hospitality**.....Carolee Cannata
- Librarian**.....Debbie Katz
- Mentoring Program**.....Cara Brook
- Nat'l Ambassador**.....Lisa Lelas
- New Membership**.....Matt Baier
- New Org Q&A Forum**.....Cara Brook
- Newsletter Editor**.....To be announced
- Sponsorship**.....To be announced
- Website**.....KB Bryant

Advertising Information

Connecticut Connections is published six times a year and sent to all NAPO-CT members, subscribers and NAPO National for posting on www.napo.net.

The NAPO-CT Editor reserves the right to edit or reject any ad or article. Articles and ads must be sent by email and pictures must be in .jpeg format.

A 10% discount is given for a six-issue advertisement insertion. When space is limited, chapter news has priority over any paid advertisement and chapter members have priority over non-members.

Ad size	NAPO-CT	Nat'l Member	Non-member
3-lines	7.50	12.50	25.00
3.5" x 2"	15.00	25.00	35.00
¼ page	25.00	50.00	70.00
½ page	50.00	75.00	100.00
Full page	100.00	150.00	200.00

Subscription Information

Non-members may subscribe to NAPO-CT Connection for \$20 per year. Mail checks to NAPO-CT, Attn: Treasurer, to the above address. Include your email address and contact information. This subscription is sent electronically as an Adobe file attachment. NAPO-CT Chapter, Inc. is a legal entity entirely separate and distinct from NAPO and is not entitled to act on behalf of or to bind NAPO, contractually or otherwise.