
41ST ENTRY

American Society of Women Accountants Milwaukee Chapter #41

Volume 50, Issue 5

February 2002

President's Message

Pick Up The Pieces -- It's A New Puzzle!

In the aftermath of the terrorist attacks in September and the ripping apart of our industry in the aftermath of the Enron debacle, many of us are trying to find meaning in our lives and our work. Where before we gave lip service to the notion of a life that balanced financial, spiritual, professional, and social needs, we definitely want balance today. How can you feel connected to work while juggling the pieces of the new puzzle of your life?

-Connect with the vision and mission of your company or organization and base all your activities from this focus and perspective.

-Make sure that company vision and mission can co-exist with your own.

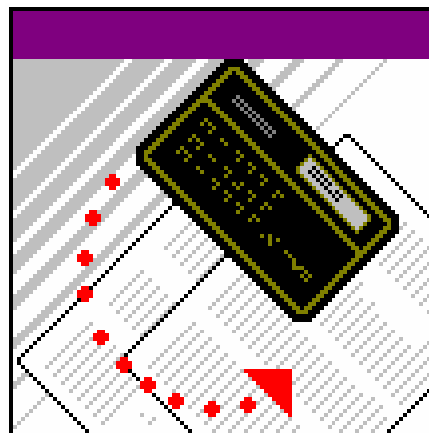
-Look for the value you provide not only to external customers but also to coworkers and collaborators inside your company.

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Improve Your Productivity by Delegating

In today's fast-paced business environment, there is often too much to do and too little time to do it. This is especially true for accounting professionals, who are increasingly required to take on new, broader responsibilities and lead project teams, often with limited resources.

Meeting these increased demands and additional deadlines requires effective time management. It also means learning to delegate.



One way to reduce your growing workload is to evaluate what you do each day and identify tasks that can be distributed to others on your staff. Senior-level projects will still require your direct input, but if you can develop a plan for delegating less critical assignments, you'll increase your own productivity and simultaneously empower your employees.

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-Be thankful for what you've got in your job and company, even if there are problems.

ASWA is focusing on the issue of juggling personal and work lives. The call is out for presentations for the 2002 Annual Conference in New Orleans. "Defining the New Power Professional: Lifelong Learning and Life Balance" is the single largest forum dedicated solely to women in accounting and related fields. ASWA members, industry associates, and business professionals are asked to submit a written presentation for development into an educational seminar at the conference scheduled for October 17-19. Please contact me or the ASWA headquarters for more details.

It was great to see such a great turnout for the January meeting. Our thanks to Barbara Ecklund of Soby, Von Haden & Associates for an excellent tax update. Supervisory Management is the topic of this month's program. More about that elsewhere in the bulletin.

And finally, it's hard to believe that it is time already to form a Nominating Committee to pull together a slate of candidates for the new ASWA year starting in July. This is great opportunity to help the organization with a relatively small time commitment. Please consider volunteering to serve on this committee, which will be chaired by Sherri Lederer. And if you have an interest in serving as an officer or director of Chapter 41 in the upcoming year, please don't hesitate to contact Sherri or myself.

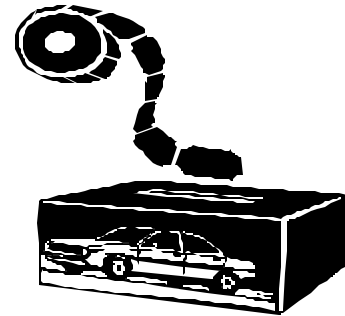
Hope to see you on the 26th,

Vivian

Supervisory Management Topic for February Meeting

Our speaker is Diane Fitting and she is the Human Resources Director at the AIDS Resource Center of Wisconsin. She will be speaking about Supervisory Management.

Diane has been with ARCW for 3 years. Prior to that Diane worked in the HR department in the health care industry and for law firms. She has been in Human Resource management for 15 years and is active in the Human Resource Management Association (HRMA).



ASWA DOROTHY PHILIPPI SCHOLARSHIP

RAFFLE! RAFFLE! RAFFLE!

Guess what we will be doing at the February meeting to help out the Scholarship Fund??? Someone has already donated a prize so it's time to have fun again. Bring your donations. We will be selling raffle tickets to raffle off the prize. Come to the meeting to see what it's all about!

Bev Loofboro and
THE SCHOLARSHIP COMMITTEE

SOURCES AND RESOURCES

ASWA's Mission: *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.*

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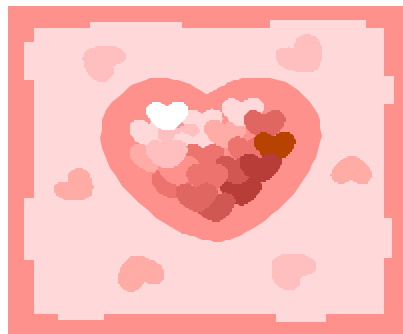
Successful delegation involves matching talent with responsibility and allowing staff members to play a larger role in key projects. It helps improve business processes by making general operating practices more efficient. As a leader, your responsibility is to achieve companywide goals and develop the skills of others -- precisely what delegating accomplishes.

It can also help you open lines of communication and improve your relationship with your team. By taking on more challenging assignments, your staff gains greater accountability and develops stronger problem-solving and decision-making skills. This in turn keeps them motivated.

While it may be difficult to let go of certain assignments and trust others to complete them successfully, you may discover new skills or aptitudes among your staff members that can be further developed. You'll also notice that the quality of your own work will improve as you're able to focus your time and resources on higher-priority projects.

Accountemps is the world's first and largest temporary staffing service specializing in the placement of accounting, finance and bookkeeping professionals. The company has more than 330 offices throughout North America, Europe and Australia, and offers online job search services at www.accountemps.com. For more information please contact us at (800) 803-8367

The world holds so many priceless things—the falling rain, a rose in bloom, the wind that sings, an oyster's pearl, the mustard seed. If we can cherish just one precious gift, our lives will be rich indeed.



ASWA Milwaukee Chapter #41
Comparative Balance Sheet
as of June 30, 2001 and January 22, 2002

	6/30/01	1/22/02
ASSETS		
Cash and Bank Accounts	6,741.48	7,527.07
TOTAL ASSETS	6,741.48	7,527.07
LIABILITIES AND EQUITY		
Liabilities	0.00	0.00
Equity	6,741.48	7,527.07
TOTAL LIABILITIES AND EQUITY	6,741.48	7,527.07

Income Statement
as of January 22, 2002

	1/22/2002 Actual	Annual Budget
RECEIPTS		
Regular	4,354.59	8,075.00
Fundraising	718.00	225.00
Scholarship	490.38	1,125.00
TOTAL RECEIPTS	5,562.97	9,425.00
DISBURSEMENTS		
Regular	3,902.38	7,415.00
Scholarship	875.00	1,550.00
TOTAL DISBURSEMENTS	4,777.38	8,965.00
NET INCOME	785.59	460.00

Newsletter Distribution

If you have an e-mail address listed in the Membership Directory, your monthly newsletters will be sent to you via your e-mail address. If you would prefer to receive it via snail mail, then contact Sue Press @414-272-6302 or spress@schlitzpark.com.

New Membership Directory Available

New Membership Directories were available at last month's meeting. If you were unable to attend, please remember to pick it up at the next meeting.

If you are not able to attend a meeting in the near future, please give Cheryl Pfundtner a call at 414-277-5185 or e-mail her at cp2@quarles.com and she will be glad to mail or e-mail your directory to you.

You can have it all. You just can't have it all at one time.
Oprah Winfrey

Excel Tips, Tricks and Techniques Planned for May Meeting

The program for May's meeting will be a presentation of Excel Tips and Tricks. If there is something in particular that you are really interested in learning about, please contact Wendi Hall @ 414-393-0880 or e-mail her at windih@small-office-solutions.net. She would be happy to include it in her presentation.

Computer Viruses

Every day new computer viruses arrive on the scene. The vast majority of viruses are spread through e-mail with "dirty attachments." Virus protection software can catch the vast majority of these programs. Once you have purchased this software, you need to install and maintain it. Here are some other suggestions to better protect yourself and your network:

- Trust no one.
- Scan before you open.
- Disable Java and ActiveX settings on your browser.
- Disable settings of news and e-mail software that automatically executes attachments.

AMERICAN SOCIETY OF WOMEN ACCOUNTANTS * MILWAUKEE CHAPTER 41**

Meeting Schedule for the 2001 -2002 Year

Location: Klemmer's Banquet Center, 10401 W. Oklahoma Avenue
Time: Social 5:30, Dinner 6:00, Program 7:00
Fees: Members \$19, Retired Members \$16, Students \$16, Guests \$21

Date	Day	Entrée	Program Topic/ Speaker
February 26, 2002	Tuesday	Veal Piccata New York Strip	<i>Supervisory Management</i> Dianne Fitting, HR Specialist @ Aids Resource
March 26, 2002	Tuesday	Baked Chicken Breast Stuffed Filet of Sole	TBA
April 23, 2002	Tuesday	Beef Stroganoff Baked Chicken <i>Family Style</i>	TBA <i>Election of Officers</i>
May 28, 2002	Tuesday	Chardonnay Chicken/Pasta Rib Eye Steak	<i>Advanced Excel Techniques</i> Wendi Hall, Small Office Solutions
June 25, 2002	Tuesday	Roast Pork Baked Fish <i>Family Style</i>	TBA <i>Installation of Officers</i>
July, 2002	<i>Date to be announced</i>		<i>Planning Meeting</i>

Please call Susan Hallberg at 414-225-1542 by the previous Thursday to make a reservation or to add/delete your name from the permanent reservation list. Please advise if you wish the alternate Vegetarian Steamed Vegetable Entrée instead. Guests are always welcome at our meetings!

PERMANENT RESERVATION LIST: (Call in ONLY if you wish to cancel!)

Lois Arsand	Susan Hallberg	Cheryl Pfundtner
Marie Banach	Sue Heaton	Sue Press
Eve Bischoff	Sherri Lederer	Mary Pulizos
Carol Butula	Bev Loofboro	Sheila Robak
Sue Christensen	Darlene Mielke	Ellenmay Seaman
Deb Fineour	Vivian Moller	Linda Steinberg
Wendi Hall	Ann Neshek	Catherine Yekenevicz

PER EXECUTIVE BOARD RESOLUTION, any member who makes a reservation by the deadline, or any member on the permanent reservation list who fails to cancel their reservation by the deadline, will be billed for their meal.

Board Treasurer

Small rapidly growing local children's theater looking for accountant, preferably a CPA, to sit on board as Treasurer. Responsible for payroll and financial statement preparation. Board meets once a month. Contact Sue Press @ 414-272-6302 or Constance Clark-Reimer @ 414-283-9588 for more information.

Mutual Fund Compliance Administrator

Prepare financial statements, N-SARs, shareholder info and compliance schedules to ensure fund compliance with regulatory and legal requirements. Develop and monitor daily expense accrual factors for funds. Prepare materials for Board meetings. Complete monthly and quarterly information for reporting agencies. Prefer a recent BA Accounting graduate. Contact Kate Klode at KForce Professional Staffing, 414-454-2019.

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ADDRESS CORRECTION REQUESTED



Next Meeting of ASWA

FEBRUARY 26, 2002