

41ST ENTRY

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PRESIDENT'S MESSAGE

Happy New Year!

The first six months of this membership year have been busy and exciting! Capping off the anniversary celebration, Chicago conference, and Student Night, many of us were able to share our holiday joy with children from the COA family center. I was so happy to find an Egyptian pen-pal for a nine-year-old girl in Milwaukee! Thank you, Vivian, for organizing this.

Sue Heaton chaired a highly successful Student Night in November. The students and instructors who attended were eager to learn more about the Accounting profession, and I think some of them made

some promising contacts. The speaker, Kay Stiefel, Human Resources Director at Suby Von Haden & Associates, let us share some of the frustrations of being interviewed, but left us with solid, positive checklists that will help the interviewer as well as the candidate.

On the National scene: The slate of nominees for the National Board will be presented at our January meeting. Additional nominations must be made by February 8. Vivian's term continues until June, 2006. Also at January's meeting: We will review the chapter dues structure, and then submit it to National. Anyone wishing to present a seminar at the 2005 Joint National

Conference in Philadelphia should submit their proposal now. See the Communiqué for a form.

2005 is here and many of us are balancing the books, preparing W-2's, 1099's, and getting ready for the "busy season". Let ASWA's monthly meeting be a pleasant release from your workday world.

Network, get smarter, and enjoy some time with your peers.

P.S. 10% of the chapter gathered on November 30, our actual 50th chartering anniversary, to toast the past, present, and future of ASWA 41. As the Irish say, "Sláinte"!

Cathy Yekenevicz

QUICK FIND:

- *Next Meeting - January 25, 2005*
- *Place your reservation with Joan Cook, (414) 297-6438 or tgcb@hotmail.com*
- *For membership information, contact Janet Sargent, (262) 376-1068 or Membership@aswamilwaukee.org*

TEN SIGNS OF JOB DISSATISFACTION

The new year is a great time to analyze your job satisfaction. As you make your new year's resolutions, include career fulfillment as a top priority.

There are ten sure signs that you are experiencing job dissatisfaction. If you:

- Dread Mondays or coming to work
- Can't wait for Friday
- Are often bored at work
- Feel tired or chronically fatigued
- Avoid your boss and dread meetings
- Have no enthusiasm or sense of self-worth
- Feel like you are getting nowhere in your job
- Take work stress home
- Question your choice of industry or occupation
- Can't think of a way out

INSIDE THIS ISSUE:

HISTORY	2
CONTACTS	3
E-MAIL TIPS	4
TAX UPDATE	4
FUNDRAISING	4
MEETING INFO	5
CALENDAR	5

A PAGE FROM CHAPTER HISTORY

1957-1958

Kathryn Younk was President this term, and the National Convention was assured to Milwaukee for 1961. Marilyn Mueller was appointed the National Education Chairman for ASWA. The Chapter enjoyed tours to the Honey Bear Farm, Kunzelmann & Esser Furniture, St. Coletta's School in Jefferson, and a picnic study group held at the Hubbard Lodge.

Our Public Relations Speaker was Mrs. F.L. McElligott, whose subject, "The Challenge Ahead," was enjoyed at the Milwaukee Athletic club. Again we participated in the Hoover Commission.

Education Committee scheduled a tour of the Public Library and an all day study group at the City Club. The study group was held March 15th on the subject of wills, insurance, investments, and

property management. The day ended with a party at the Miller Theater. Our annual Education Dinner was held April 29th and our guests were high school students and their teachers. Participation in the Community Club awards had allowed us extra funds for our Scholarship Fund.

In June we had our first Recognition Night, sighting Ardis Lenz and Virginia Hosterman for their special services.



Participation in the Community Club awards had allowed us extra funds for our Scholarship Fund

COMMON E-MAIL BLUNDERS TO AVOID

In today's workplace, almost everyone is subject to an occasional e-mail mishap. Since much of the material you handle as an accounting professional includes the transfer of sensitive information, problem e-mails can lead to strained relationships with colleagues and even disciplinary action. Fortunately, the majority of these errors are preventable. Following are a few common e-mail blunders as well as steps you can take to avoid them:

- Forgetting files – If you didn't include a document or accidentally included the wrong one, it can cause headaches for you and the recipient. Consider attaching files before composing your message. This way you don't risk the embarrassment of accidentally hitting the "send" button before realizing your oversight.

- Using poor grammar, punctuation or spelling – Typos can lead business contacts to doubt your professionalism and attention to detail. Use the spelling and grammar checks that many e-mail programs contain, and always proofread your messages.

- Opening unknown attachments – You don't want to be the person who compromises your firm's security by letting a harmful virus infect your system, so be certain you know who the sender of an attachment is before opening it. If you have suspicions about a file or sender, it's better to first check with your company's IT department before downloading it.

- Discussing in-depth issues – E-mail is ideally suited for quick conversations — like securing approval on a

project or checking accounting terms — not dialogue. If you want to brainstorm or strategize, consider calling the person on the phone instead.

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 325 offices throughout North America, Europe, Australia and New Zealand, and offers online job search services at www.accountemps.com. For more information, call the Milwaukee office at (414) 271-8367.

**DON'T
FORGET TO
ATTACH
THOSE FILES**

TEN SIGNS OF JOB DISSATISFACTION *CONT.*

(Continued from page 1)

Any of the above signs indicate a need for change. The biggest career mistake is to ignore those indicators. A head-in-the-sand mentality can lead to a downward career spiral that ends with disappointment and “what if” regrets.

Here are three great ways to facilitate positive change.

Analyze your career choice

Is the problem your boss or employer—or is it that you have chosen the wrong occupation? Before you take any action, make sure you know what needs to change.

Don't make the mistake of throwing away a good career (ex. accounting, sales, finance) when the problem is really the person you work for. On the flip side, if you're not cut out for sales, then changing employers isn't going to help the problem.

A career coach can guide you to determine which of these problems is causing your

unhappiness and give you ideas for your next career move.

Update your resume

Updating your resume can give you a great confidence boost. You'll feel better immediately if you know you are ready whenever opportunity knocks.

Be careful, however, that your resume doesn't resemble a house with too many additions, each resembling a different style. If you have simply added to the same old resume job after job, it's time to “tear down that old shack” and rebuild your resume from the ground up.

If your old resume format doesn't live up to your professional image, you may want to consult a resume writer. You'd never wrap a ruby ring in old newspaper, and you should never present your career with anything less than professional polish.

Brush up your interview skills

If you have been on the job for a couple of years, your interview skills are probably rusty. Don't make the mistake of blowing off the first few interviews as practice. They might be the perfect jobs for you!

You'll feel much more confident and comfortable if your interview skills are honed before you step into the first interview.

If you aren't sure, then it may be time to visit with a career coach who can help you prepare to WOW them in every interview.

Job dissatisfaction is an indication of needed change. Take the steps of change by investing in the appropriate job-search skills and tools, and you will be in a position to change your job—and your life—for the better.

*Deborah Walker, CCMC
Resume Writer ~ Career
Coach*

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read more job-search tips visit
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Analyze your career choice



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ANNUAL TAX UPDATE



January's speaker will be Crystal LaPlante of Wipfli. Ms. LaPlante will be guiding us through all the new tax changes for 2005.

Ms. LaPlante is dedicated to providing proactive services to her clients, with emphasis on the development and implementation of innovative and supportable tax reduction and deferral strategies.

Ms. LaPlante is a Certified Public Accountant who

earned the Elijah Watt sells Award, a national honor given to the top 0.2% of those sitting for the national CPA exam for scores of extraordinary merit. As a partner, Crystal offers Wipfli clients more than eighteen years of expertise and dedication.

An active participant in professional organizations, Ms. LaPlante belongs to the American and Wisconsin Institutes of Certified Public

Accountants. She serves on the Wisconsin Taxation Committee of the Wisconsin Institute of CPAs as well as being an involved member of the Wisconsin State and Local Tax Club.

Join us January 25th to learn the changes to the tax law. Even non-tax accountants will appreciate the information for the inevitable questions from friends and relatives.

ENTERTAINMENT '05 AND GOLD C BOOK SALE A GREAT SUCCESS

"THANKS TO EVERYONE FOR MAKING SURE WE HAD ANOTHER SUCCESSFUL FUNDRAISING YEAR"

On December 17th we closed out our Entertainment book sale. We had another successful year selling 102 Entertainment '05 Books and 39 Gold C Books for a profit of \$1,044.00! This far exceeds last year's profit of \$656.00. If anyone would still like a book I can still get them and the group can still earn profit on it. Just contact me at (414) 443-1911 or Aneshk@wi.rr.com.

Thanks to everyone for working hard in making sure we had another successful year of fundraising by selling Entertainment '05 and Gold C books!

POCKET PEELER UPDATE

Since we did so well on the Pocket Peelers sale last Spring (a profit of \$375.00) we will be selling them again this year. At the February

22nd meeting I will have the edition with the expiration date of March 31, 2006 available for pick up. If you can not attend the meeting please contact me so I can mail them to you.

*Ann Neshek
Fundraising Chair*

GET YOUR ASWA LOGO GEAR

Check out our website and shop for your cool ASWA logo'd gear at <http://www.aswamilwaukee.org>

You can get mousepads, t-shirts, coffee mugs, notecards, totebags and much, much more!

And, for a limited time, get \$5 off any purchase of \$50 or more during our Valentine's Day promotion. Enter

coupon code: VDAY50 when you checkout to receive this discount.

But hurry, this offer expires February 3rd!


Shop our website for cool ASWA gear!



SCHEDULE OF EVENTS

- January 25, 2005**—Annual Tax Update, Crystal Leplante, CPA, Wipfli. Dinner: Choice of Mushroom Ravioli Marsala or Baked Cod Almondine
- February 22, 2005**— “Smart Women Finish Rich,” David Moxom, Morgan Stanley. Dinner: Choice of 6oz Filet Mignon or Tilapia
- March 22, 2005**— Dunn’s Right Process, Lisa Kirkpatrick, Dunn & Bradstreet. Dinner choice of baked chicken breast or veal piccata.
- April 26, 2005**— MS Outlook Training, Wendi Hall, CPA, Small Office Solutions, LLC. Dinner choice of Roasted Artichoke Ravioli/Pesto or Salmon Filet in Bernaise Sauce
- May 24, 2005**—Overview of Intellectual Property, Margaret Serrano, Esq, PlanBrand LLC

JANUARY 2005

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25 	26	27	28	29
30	31					

PERMANENT DINNER RESERVATION LIST:

(Call in ONLY if you wish to cancel)

Lois Arsand
 Carol Butula
 Sue Christensen
 Trudy Daline
 Deb Fineour
 Rhonda Fritz
 Wendi Hall
 Susan Hallberg
 Sue Heaton
 Bev Loofboro
 Darlene Mielke
 Vivian Moller
 Ann Neshek
 Cheryl Pfundtner

Sue Press
 Mary Pulizos
 Sheila Robak
 Ellenmay Seaman
 Valerie Sheldon
 Linda Steinberg
 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.

Anyone wishing to be added to or deleted from the permanent reservation list, please contact Joan Cook, (414) 297-6438 or tgbc@hotmai.com. Please note that by placing your name on this list, you are responsible for paying for the meal from every meeting. If you are not able to attend, please call or e-mail by the previous Friday and you will not be responsible for payment.



American Society of Women Accountants

MILWAUKEE CHAPTER #41

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WE'RE ON THE WEB!

WWW.ASWAMILWAUKEE.ORG

OUR 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.

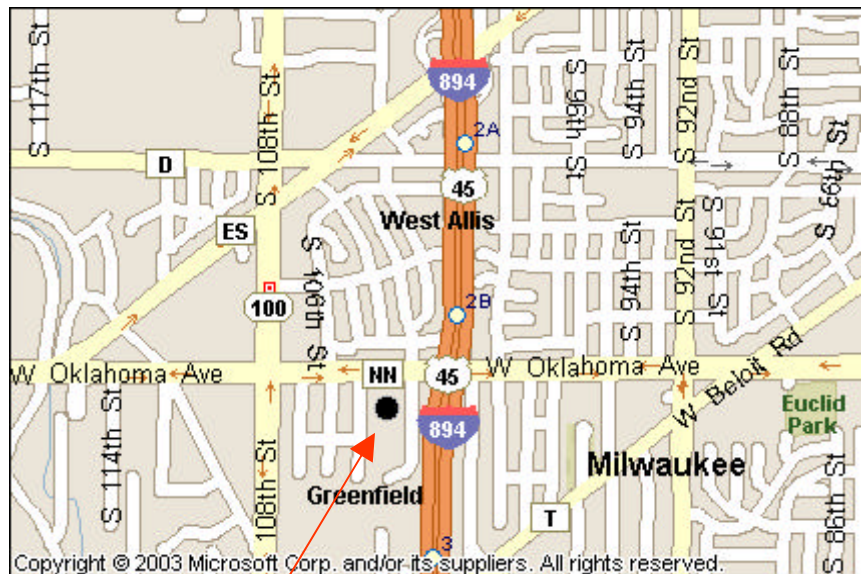
MEETING INFORMATION

Meetings are usually scheduled on the fourth Tuesday of each month except July and December.

We meet at Klemmer's Banquet Center, 10401 W. Oklahoma Avenue, West Allis, beginning at 5:30. Dinner is served at 6:00 followed by a program and business meeting.

Guests, members, and students are welcome at any meeting. Please contact Joan Cook, (414) 297-6438 or (414) 228-6678 or VPresident@aswamilwaukee.org by the previous Thursday to make a dinner reservation. Meeting fees are: \$19, members; \$16, retired members and students; and \$21 guests.

For membership information, please contact Janet Sargent, (262) 376-1068 or Membership@aswamilwaukee.org



Klemmer's Banquet Center