

# B O O T S T R A P

Published for Members of the Lennox Leadership Development Organization

Online at <http://mtnsrv07/lldo> or <http://nma1.us/chapters/lennox>

## Burgess Blog..... Merry Christmas!



I hear bells ringing all over town, which means Christmas is near. How is this possible? Do you have all of your shopping done? I sure don't. One way to get your shopping done and ring some bells is to participate in our Salvation Army Kettle drive this Saturday. It will be held inside JC Penny. What better way to get into the holiday spirit then by volunteering your time to ring bells for a good cause. There are still a few slots open if you want to participate. See the following link to sign up: <I:\LMC\Bell Ringing 2009.doc>.

Even though 2009 is coming to an end and Christmas is fast approaching, we are gearing up for two of the biggest events held this coming year; the annual Speech Contest and the Fundraiser. If you have an organization in mind that you feel should be the recipient for our fundraiser, feel free to e-mail either myself or any of the board members listed to the left of this page. Look for more information in the future regarding both of these events. Before we know it we will be sitting in the sun playing games, so be thinking of who we should be supporting during that event.

Before we jump into June and dream about those sunny days I want to finish with reminding you of other upcoming events that can help keep us warm this December. You can warm a heart by donating non-perishable food items to our Holiday Food Drive. You can keep local children warm by placing hats and mittens on the mitten tree located by the company store. Not everything has to cost money though; spending time with people you care about this holiday season will keep everyone glowing with the Christmas spirit.  
*Happy Holidays!*



## Name That Publication Contest

### AND THE WINNER IS!

## Bootstrap



*It was close, but of the 47 votes at the meeting, Comfort Zone received 10 votes, the Pulse received 16 and Bootstrap received 20. Thanks to all who took a few seconds to vote. The winner of the \$20 gift card is Allen Sackett!*



### OFFICERS & COMMITTEE CHAIRS

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## Vision Statement

NMA is the recognized worldwide partnership of people and businesses inspiring outstanding leadership, and cultivating highly productive workplaces.



## Mission Statement

NMA creates leadership development products and opportunities that maximize the potential of our members, sponsoring organizations, and communities.

## Set free the inner journalist in you!

If anyone is interested in contributing articles to the Bootstrap, please contact Joyce Wilson or Sandy Holubar. We're also looking for anyone interested in recapping events and monthly speakers.



## DECEMBER LENNOX LDO PROGRAM

David Bush Presents:

*Secret to Living the Extraordinary Life!*



- December 10, 2009
- 11:30 AM – 1:00 PM
- Large Auditorium
- RSVP via e-mail to Member Relations



The Community Services Committee will be collecting non-perishable food items for the Salvation Army during this meeting. Please bring your non-perishable food items to the meeting and let's see how many people our Lennox LDO group can affect in just one collection. Help to make this holiday happier for those less fortunate.



LENNOX



# Professional Development

## PD Committee Recommended Resources

- ✓ Book: *Managing to Learn* by John Shook
- ✓ Website: [www.lean.org](http://www.lean.org)
- ✓ Blog: John Shook's Lean Management Column ([www.lean.org/shook](http://www.lean.org/shook))



## The Professional Development Committee Presents **Managing to Learn: Part 1** How Lean Leaders Create Productive Problem Solvers

Submitted by: Jillian Kern, Professional Development Chair

On Monday, November 30, the Professional Development Committee hosted a Lean Enterprise Institute webinar titled *Managing to Learn: Part 1 - How Lean Leaders Create Productive Problem Solvers*. Participants were introduced to a management process known as A3, "... a Toyota-pioneered practice of getting the problem, the analysis, the corrective actions, and the action plan down on a single sheet of large (A3) paper." Concise is the word to remember when considering A3. As Quality Team Leader, Jerry Stevick observed, "Saying things in a concise, easy to understand language is the most efficient, but perhaps hardest, form of communication to master."



Check out *Managing to Learn: Part 2 - Conversations with Lean Leaders About the Real Impact of the A3 Management Process* on Monday, December 7 in the Cooling Conference Room from 12:00 pm - 1:00 pm.



# Community Services



DOING THE MOST GOOD.™



Lennox L.D.O. is sponsoring a

## Holiday Food Drive

for the Salvation Army.



Please place your non-perishable food items in the box outside the cafeteria by

4:00 p.m.

Wednesday, Dec. 16.



## Salvation Army Food Packaging Event

Saturday, December 19

9:00 – 11:00 a.m.

107 W. State Street

Just show Up!



## Ring Those Bells!

### INDOORS!

In front of the J.C. Penny store  
at the Marshalltown Mall

December 5, 2009

½ hour time slots are available between  
10:00 a.m. & 5:00 p.m.

Contact Katy Rhinehart at Ext. 4406 to schedule your time

This is a wonderful family project that costs nothing but gives so much, to so many. A great way to teach our children & grandchildren the spirit of serving & giving during the Holiday Season.



## Salvation Army Mitten Tree



Help your community and  
The Salvation Army by donating  
\*new\* scarves, hats and mittens

All sizes are welcome—from newborn to adult

The mitten tree is located by the Company Store,  
just outside the double doors into the factory.

*Warm someone's heart this Christmas season.*

Donations will be accepted until

Friday, December 18<sup>th</sup>.



Lennox LDO Speech Contest is scheduled for  
Monday, March 22, 2010. Details to follow.



**“You can stand tall without standing on someone. You can be a victor without having victims.” .....Harriet Woods.**

## January 21<sup>st</sup> Meeting

**Christine Hegstad**

Will speak on

## Transformational DeCluttering



**NMA... THE Leadership Development Organization**



### Statement of Principles

NMA is dedicated to managerial excellence, personal and professional growth, and leadership development. The following principles identify NMA's core beliefs and provide the basis for the Association's Mission Statement.

- We believe in the highest standards of personal and organizational integrity and respect for the individual.
- We believe in lifelong learning, continuous improvement, and the development of a workforce capable of sustaining a competitive posture in the global economy.
- We believe management is a creative, dynamic, and essential process enabling people to achieve personal and organizational objectives.
- We believe that managerial responsibility is shared among all individuals at all levels of the organization and that leadership is critical to management success.
- We believe that individuals and organizations have a community and civic responsibility.



### Code of Ethics



- I will recognize that all individuals inherently desire to practice their occupations to the best of their ability.
- I will assume that all individuals want to do their best.
- I will maintain a broad and balanced outlook and will recognize value in the ideas and opinions of others.
- I will be guided in all my activities by truth, accuracy, fair dealing and good taste.
- I will keep informed on the latest developments in techniques, equipment, and processes. I will recommend or initiate methods to increase productivity and efficiency.
- I will support efforts to strengthen the management profession through training and education.
- I will help my associates reach personal and professional fulfillment.
- I will earn and carefully guard my reputation for good moral character and good citizenship.
- I will promote the principles of our Free Enterprise System to others, by highlighting its accomplishments and displaying confidence in its future.
- I will recognize that leadership is a call to service.

*Merry Christmas from Joyce & Sandy .....Public Relations Committee*