



BOOTSTRAP

Published for Members of the Lennox Leadership Development Organization



UPCOMING EVENTS

January 24

Monthly Meeting
Large Auditorium

11:30 a.m. – 1:00 p.m.

Sponsored by the Programs Committee.
Contact Michelle Burgess (x4251) for more information.

◆
February 26

BINGO

Iowa Veterans' Home

6:15 – 8:15 p.m.

Sponsored by the Community Services Committee
Contact Toby Brimmer (752-2546) Scott Kilborn (x4050) for more information

January 2008 Edition

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

President's Message

I hope everyone enjoyed the holidays and time away from work. But the New Year has begun and we are preparing our goals and action plans to make improvements in the workplace and our personal development. This is a good time to start using the things we have been learning from previous LLDO meetings and take responsibility for our performance. Reflect on some of the messages covered in recent LLDO meetings, such as: create a vision and lead the change process; our behavior matters; set smart goals and stick to them. I hope LLDO is included in your 2008 improvement plans. Please use this organization for professional and personal growth. Get involved in LLDO. I believe you will find it helpful and rewarding.

I look forward to seeing you at our January 24th Luncheon Meeting in the Large Auditorium. This month's topic on time management is perfect in our environment. I'm sure everyone feels the pressure of juggling multiple projects and deadlines. Then add the stress of balancing work and home responsibilities. I hope we can all learn a few techniques to improve our performance and reduce the stress in our lives.



Bob Buresh

President – Lennox Leadership Development Organization

A Reminder from the Member Relations Committee...

Honorary members are asked to contact Lois Ruth at 754-4388 by 4:00 p.m. on January 21 if you are planning to attend the January meeting. The meeting will be in the Lennox Auditorium on Thursday, January 24. Lunch starts at 11:30 a.m. with the program starting at 12:00 noon.

Regular members, please remember to respond to our Lennox LDO meeting request if you have not yet done so. We look forward to seeing all our members at our January 24th meeting.

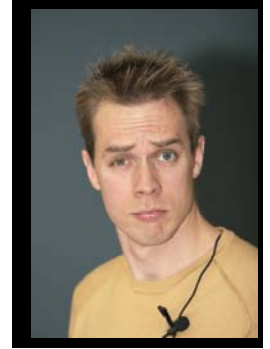
**OFFICERS &
COMMITTEE
CHAIRS**

-----“IN CASE YOU MISSED IT”-----

Our December 13th program featured Jeff Havens, author of several books including *Nine Easy Ways to Uncrapify Your Life*. Jeff’s self-help presentation looked into the lighter side of motivational speakers with an emphasis on communication, individual growth and responsibility.

Jeff Havens graduated from Vanderbilt University with degrees in English and Secondary Education. He taught high school for two years before making the transition into comedy. Jeff has performed for audiences in over 30 states and parts of Canada.

Jeff established a theme during his presentation that we all could relate to. His use of acronyms provided a change of pace leading into the holidays. Jeff’s ideas and original comedy provided laugh-out-loud entertainment that left our “cheeks” hurting.



Jeff Havens

Don’t miss January’s program on “Time Management – When Pigs Fly” featuring Gale Motes!! Hope to see you there.

The LLDO would like to thank Katie J’s and Treat America for their help in catering our December luncheon.

- Submitted by Dan Webber

“And the Survey Says...”

Evaluation forms are in and here’s what you thought of the December Program...

Meal



- “Apple salad was great.”
- “Congrats Katie successfully cooked Schwans food woo hoo!”
- “Everything was great, my compliment to the chef!”
- “Bring back Billy!!”
- “It was very tasty but not all that healthy.”

Topic

- “Great change of pace.”
- “Comedians are always fun.”
- “Good for before Christmas.”
- “Excellent, finally someone funny.”

Speaker

- “HOMERUN”
- “Best one yet, fun just to laugh.”
- “Very inappropriate speech at times.”
- “Funny but some might have been offended.”
- “Enjoyed it. Good comic flow while being clean.”

If you want to know how you did on the acronym survey from the December meeting, see page 5 for the answers...

- President:
Bob Buresh
X4026
- Vice President:
Shane Jacobson
X4413
- Secretary:
Dan Webber
X4326
- Treasurer:
Deb Kerr
X4528
-
- Programs:
Michelle Burgess
X4251
- Professional
Development:
Lu Ann Wieland
X4424
- Community Services:
Scott Kilborn
X4050
- Membership:
Lois Ruth
X4388
- Awards:
Linda Andrews
X4275
- Public Relations:
Crystal Prusha
X4555
- Certified Manager:
Bruce Martin
X4576
-
- Directors:
Vicki Miller
X4216
- Mike McDermit
X4295
- Steve Meyer
X4039
- Kevin Siemsen
X4536
- Dave Hanson
X4072

COMPANY NEWS

December 10

Lennox International Increases Dividend 8 Percent

The board of directors of Lennox International Inc. (NYSE: LII) voted to increase the quarterly cash dividend 8 percent, from \$0.13 per share of common stock to \$0.14 per share of common stock. The dividend is payable on January 18, 2008 to stockholders of record as of December 28, 2007.

"In recognition of our strong financial position in a challenging market environment and our confidence in the future of the company, the LII board of directors has voted to increase our dividend and improve the return to our shareholders," said Rich Thompson, LII chairman.

American Enterprise Speech Contest Winners Named

A speech contest was held Saturday, Jan. 5th in the Lennox Auditorium. Pictured are the contestants...



Taking 2nd place was Carissa Bovee who received \$100 in cash. 1st place went to James Lindgren who received \$500 in cash and will advance to the Regional competition in Alexandria, VA on Saturday, May 3rd.

A special thanks go out to the judges, John Landkamer, Kyle Hokanson, Bethany Wirin, Mark Bruns, and Duane Cibula. Also thanks to Dave Hanson - Time Keeper, Lois Ruth - Videographer, Toby Brimmer - Contestant Coordinator, Crystal Prusha - set-up, and Bob Buresh - Master of Ceremonies.



- Submitted by Vicki Miller

Blood Drive Results

From the (postponed) December 19th blood drive:

- 16 donors registered
- 1 first time donor
- 10 whole blood units collected
- 8 double red cell units collected (4 donors)

For a total of 18 total units collected. Considering the rescheduling, weather, and holiday week the Blood Center was very happy with our donations.

- Submitted by Scott Kilborn



From the Salvation Army of Marshalltown...

Dear Vicky & Friends,

Thank you so much for your support and willingness to stand kettles and ring bells for us December 8th at Hy-Vee. You raised a total of \$313.73 for our annual Christmas Project, excellent!!!

We are eternally grateful to you for your time and effort to help brighten the less fortunate of our community at Christmas. This year 306 families will be assisted for Christmas.

Again, we are blessed by all the wonderful volunteers in our community.

Blessings!

*John McCarty
Major*

More Helping Hands at the Salvation Army

On Saturday morning, December 15, Lennox employees Leah Cox, Paula Speirs, Kim Meyer and husband Dale, along with Doug McDaniel, his wife Andrea and son Bergen joined other volunteers from the community to donate their time loading food boxes at the Salvation Army. The food was then distributed to needy families in the area for the Christmas season.

B-I-N-G-O is Back!!

The next Bingo activity at the Iowa Veterans Home, it is scheduled for Tuesday, February 26. We will have more details as the date gets closer.

JUST FOR FUN...

Even with the housing slump, this place seems to be a hot commodity...

The White House

- There are 132 rooms, 35 bathrooms, and 6 levels in the Residence. There are also 412 doors, 147 windows, 28 fireplaces, 8 staircases, and 3 elevators.
- At various times in history, the White House has been known as the "President's Palace," the "President's House," and the "Executive Mansion." President Theodore Roosevelt officially gave the White House its current name in 1901.
- Presidential Firsts while in office... President James Polk (1845-49) was the first President to have his photograph taken... President Theodore Roosevelt (1901-09) was not only the first President to ride in an automobile, but also the first President to travel outside the country when he visited Panama... President Franklin Roosevelt (1933-45) was the first President to ride in an airplane.
- With five full-time chefs, the White House kitchen is able to serve dinner to as many as 140 guests and hors d'oeuvres to more than 1,000.
- The White House requires 570 gallons of paint to cover its outside surface.

- www.whitehouse.gov

Book Review with Fellow Employees Makes for a Popular Lunch Date

The first three chapters of our Book Review, Creating a Lean Culture, by David Mann, have been completed. Parke Adamson kicked off the book review and introduced the first two chapters. Participants then broke into groups and discussed what they found enlightening and insightful, as well as areas that challenge our culture. The importance of extinguishing old habits while developing new habits was discussed. Past practice of fire-fighting was also addressed by the small groups along with how the focus on **process**, rather than just results could help us reach our improvement goals.

Chapter Two introduced us to four principal elements of Lean Management 1) Leader Standard Work, 2) Visual Controls, 3) Daily Accountability and 4) Leadership Discipline.

John Ernat led attendees in the review of Chapter Three, which talked about the first element of Lean Management—Standard Work for Leaders. The groups discussed the importance of looking beyond results alone to consider the process and the results.

By the time you read this article, Chapter Four, led by Gary Walker, will also be complete. This chapter focuses on Visual Controls. Summaries of each week's reviews may be found on the I-drive under LMC/Book Reviews.

The Professional Development Committee would like to thank the Leadership Team and those assisting, for leading employees in this event.



-Submitted by Lu Ann Wieland

Get to Know Your...Treasurer

Deb Kerr



What positions have you held since you've been at Lennox?

I have always worked in the cost accounting department

What has been your favorite LLDO activity?

I always enjoy playing bingo at the veterans home. One year my son went with me and helped a blind lady play bingo. She won one of the games and she said it was the first time she had ever won. That was exciting for my son.

What offices and/or chairs have you previously held?

I have been Program Chair, Membership Chair and I served as Treasurer a couple of years ago in addition to serving this year, also.

If you could choose anyone to speak at a monthly meeting (dead or alive), who would you choose and why?

I would choose to have my brother come and speak at one of the meetings. He passed away at the age of 33. He was a very motivational, fun loving person. He made life fun and everyone who came in contact with him loved listening to his positive outlook.

What is the most interesting pet you have owned?

We presently have 5 peacocks that walk around our 4 acre yard. They are fun to watch.

LEADS

A number of LLDO members participated in the NMA LEADS program, which was developed through collaboration of Boeing, Dale Carnegie and getAbstract. Those participating had an opportunity to receive an assessment and resources to help them develop leadership skills. Look for additional information regarding this resource in the coming months

JUST FOR FUN

Super Bowl Trivia

Q. What player has been to the Super Bowl more often than anyone else?

A. Mike Lodish (four times with Buffalo, two with Denver).

Q. Which Super Bowl was first aired by ABC?

A. Super Bowl XIX (San Francisco 49ers 38, Miami Dolphins 16).

Q. Which team has been to the Super Bowl the most often?

A. Three way tie, Dallas Cowboys, Pittsburgh Steelers and San Francisco 49ers.

Q. Which football teams have the most Super Bowl wins?

A. Dallas and the San Francisco 49ers, five wins each.

Q. What was the first wild card team ever to win the Super Bowl?

A. The Oakland Raiders, who beat the Philadelphia Eagles in Super Bowl XV

Q. Who was the very first famous entertainer to grace Super Bowl halftime?

A. Carol Channing, Super Bowl IV.

More Scenes from the Book Review...



LLDO Tree for Tiny Tim Festival Nets Kiwanis Over \$100

Lennox LDO donated a Christmas tree to the Kiwanis Tiny Tim Tree Festival for auction to charity. The tree was decorated with many gift cards from various area businesses. Thanks go to Vicki Miller for donating the tree, lights, and other bulbs. Steve Bolar, Scott Kilborn, and Jon Weber set up and trimmed the tree at the Coliseum. Sandy Holubar rounded up the gift cards at local stores. The tree brought \$135 at the auction. Kiwanis uses the money for various charities in the community.

Answers to the Acronym Survey from the December Program Meeting...

1. HVAC Heating, Ventilation and Air Conditioning
2. LLDO Lennox Leadership Development Organization
3. WIP Work In-Process Inventory
4. LII Lennox International Inc.
5. UAW United Auto Workers
6. ACGIH American Conference of Government and Industrial Hygienists
7. OSHA Occupational Safety and Health Act
8. RNC Residential New Construction
9. CAR Corrective Action Request
10. HoV House of Vitality
11. MRP Material Requirements Planning
12. SAP Systems Application and Processes
13. EBIT Earnings Before Interest and Taxes
14. SMART Specific, Measurable, Aggressive, Relevant and Time-Bound
15. DPT Defective Part Ticket
16. MoR Manager Once Removed
17. PIRL Product Information Reference Library
18. OIS Operation Instruction Sheet
19. BOM Bill of Material
20. NADC North American Distribution Center
21. ECN Engineering Change Notice
22. FMLA Family Medical Leave Act
23. CVT Component Verification and Tracking
24. ISO International Standard Organization
25. COBRA Consolidated Omnibus Budget Reconciliation Act

All answers were taken from the New Employee Handbook

REMEMBER WHEN?

Major Events from January 1967

January 2

Dr. Christiaan Barnard performs the second successful heart transplant.

January 4

Donald Campbell dies as his jet-powered Bluebird K7 crashes during an attempt to break the water speed record.

January 6

United States Marine Corps and ARVN troops launch "Operation Deckhouse Five" in the Mekong River delta.

January 15

Super Bowl I is played -- The Green Bay Packers defeat the Kansas City Chiefs, 35-10.

January 18

Albert DeSalvo, the "Boston Strangler," is convicted of numerous crimes and is sentenced to life in prison.

January 22

Simon & Garfunkel perform live at Philharmonic Hall in the Lincoln Center, New York City. The recording is not released until 16 July 2002.

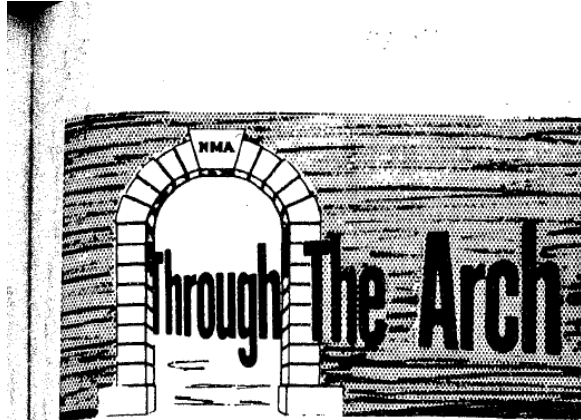
January 27

More than 60 nations sign the Outer Space Treaty banning nuclear weapons in space.

-www.spiritus-temporis.com

Recollections...

A supplementary article from the January 1967 edition of the "Lennox Management Club Newsletter" is below. Also featured in this issue was an editorial by member, Don Snyder, on the benefits of membership in LMC and a request for member to pay their annual dues of \$12 to the new treasurer, Chuck Long.



A monthly feature of NMA is an article titled, "Through the Arch". This is a regular feature of your Newsletter. Many members file this Newsletter as reference material. If you are not - maybe it would be worth considering.

Progress, it has been said, is a state of mind. While there may be a considerable amount of truth in this statement, there's little doubt that a manager with a negative attitude toward change can be a serious roadblock to improving organization structure and methods.

Dr. Ben Miller, St. John's University, School of Business Administration, in a research project, pinpointed some of the forms resistance takes.

The most common is the manager who takes a negative view toward any change that is proposed. As soon as a change is suggested, he's ready to state all possible reasons why it can't work. If the plan is adopted despite his objections, he doesn't give up, but destroys its potential good by letting his subordinates know his attitude toward the change.

Surprisingly, the "organization man" who on the surface accepts changes without question can hurt the chances of implementing a new program. He buries his doubts and misgivings, even to the extent that he may not be aware of. His dissension is of an unconscious nature.

Another hidden kind of resistance comes from the manager who has a completely indifferent attitude which can be as fatal to change as outright resistance. He takes no responsibility for its success and is unlikely to take any steps to anticipate problems that may arise during the change. Since this attitude is easily transmitted to subordinates, a new plan can be throttled before it gets off the ground.

Then there's the manager who may not fight the new proposal, but he tailors it to suit himself, without regard for the over-all plans of top management. It's true that the manager is more familiar with his own department and personnel, and his modifications may be good, but even then it's better to check these variations with higher management.

There is another side which comes from the proponents of change that can hinder an effective introduction. The new proposal may be a pet project of a manager, and if he is determined to have it implemented, may be unduly sensitive to constructive suggestions. By pushing his ideas, he often creates strong resistance to the entire plan.

Obviously, the negative manager or managers with other traits that resist change are in the minority. Otherwise, little progress would be made. In addition, there are times when a fault-finding attitude can be helpful in determining whether the proposed change is a solid and well-thought-out proposal. But, in too many cases, Dr. Miller finds the fault-finder has no sound basis for his cynicism and he can seriously disrupt an organization.

* * *

Lennox LDO
January Program on
Time Management...When Pigs Fly!



Gale Notes

There are only 24 hours in a day. Smart people can't make more time and rich people can't buy more. We cannot manage time; we can only manage ourselves. This fun and practical presentation provides tips and techniques to get the most from each day, increasing productivity and a sense of accomplishment.

**Come join us in the Auditorium
January 24, 2008
11:30 a.m. – 1:00 p.m.
Lunch catered by Zeno's.**



**Please R.S.V.P. to Lois Ruth's e-mail invitation by 4:00
p.m. on Monday January 21, 2008**



Mission Statement

The mission of the NMA is to provide management and leadership development opportunities and related chapter activities which meet the needs of members and contribute to the effectiveness of sponsoring organizations.

NMA 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.

NMA 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 American Enterprise System to others, by highlighting its accomplishments and displaying confidence in its future.
- I will recognize that leadership is a call to service.