

OCA Journal

January 2023 | Volume 13 | Issue 1
Publication of the Ohio Cemetery Association

Outgoing President's Message

As I reflect on my time as President of the Ohio Cemetery Association, I am grateful for the opportunity to serve and for the support of our members. It has been a privilege to work with you and to be part of this organization. I look forward to seeing the continued growth and success of the OCA in the future.



During my tenure, we have focused on strengthening our relationships with members and the public. We have also worked on improving our communication and transparency. I believe these efforts will help us achieve our goals and ensure the long-term success of the OCA.

I am proud of the work we have accomplished and the dedication of our members. I encourage you to continue to support the OCA and to stay involved in our activities. Together, we can make a difference in the cemetery industry.

Thank you for your support and for being part of the OCA family.

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Incoming President's Message

As I begin my first year as President of the OCA, I am excited to meet you all and to hear about the many projects and programs that you are working on. I am also excited to be part of the OCA team and to help you all achieve your goals. I am looking forward to a year of growth and success for the OCA and for all of us.



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Update From Sedgwick



Cost containment matters - Here's why

As most employers know, the financial and emotional impact of a work-related employee injury can be significant. While the primary goal is to ensure the injured worker receives appropriate care, minimizing the costs associated with the accident should also be a focus for employers.

In Ohio, there are three primary cost containment options for employers – Settlement, Handicap Reimbursement and Subrogation/No Fault Motor Vehicle Accident (MVA). Sedgwick is the industry leader in successfully employing these options.

Significant premium savings is available to employers through these cost containment initiatives; however, the injured employee does not see a reduction in their benefits when the cost containment options are utilized.

We utilize leading measures and predictive cost containment to help Ohio employers contain costs and lower premiums. When a claim occurs, Sedgwick is ready to apply cost containment strategies to quickly resolve the claim, resulting in cost savings for the employer.

Sedgwick has a dedicated cost containment team that solely focuses on achieving significant cost savings for our clients through Settlements, Handicap Reimbursements and Subrogation/MVA. Our efforts have resulted in massive cost reductions for not only the individual employer, but for all employers participating in group retrospective rating.

Two recent success stories by the Sedgwick cost containment team resulted in savings of close to \$1 million.

In one case, Sedgwick was able to secure a 100% write off through subrogation/MVA on a maximum value claim, impacting a group retro program, with reserves set at over \$1 million. Not only does this victory result in premium savings for our client but it also means the refund potential for that group retro program just increased by at least \$500,000.

The second case involved a death claim with close to \$300,000 in costs. Our cost containment team was able to secure a 100% handicap reimbursement, once again resulting in savings for our client and a refund potential for the group retro program of close to \$300,000.

Sedgwick is honored to partner with all of our clients on successfully managing their workers' compensation programs. Our early, proactive cost containment strategies will continue to be an ongoing priority toward achieving the best outcomes for our clients and their injured workers.

If you have any questions, contact our Sedgwick program manager, Rejeana Woolum-Napier, at (614) 359-2403 or rejeana.woolum-napier@sedgwick.com.

Update From Sedgwick continued from page 3.

— OSHA & PERRP Recordkeeping

OSHA and PERRP recordkeeping logs, summary and online reporting are due soon, if you are required to do so. Recordkeeping may seem like a daunting task, but it can be simplified by breaking it down into the following steps:

- 1) Private employers must determine if they're exempt from keeping the OSHA Log. All public employers must maintain the PERRP log.
- 2) Download the Recordkeeping forms and instructions and log all injuries for the calendar year that fall under the criteria of 'recordable'. Not all injury claims will be recordable.
- 3) Submit your summary information annually unless your organization is exempt.

Now, let's take a look at each step in a little more detail.

Exemptions

OSHA - There are two exemptions from keeping the OSHA 300 Log.

- Companies with 10 or fewer employees at all times during the calendar year. The only exception to this is if you are specifically requested by OSHA, the Bureau of Labor Statistics (BLS) or another agency to keep a log. If you receive a request, do not ignore it.
- The other exemption is for establishments classified in certain low-hazard industries. You will need your NAICS number and check it against the list of "Partially Exempt Industries" at: <https://www.osha.gov/recordkeeping/presentations/exempttable>.

PERRP - There are no exemptions for public employers for keeping and maintaining the PERRP Log. All public employers are required to keep the Log.

*Remember whether you are a private or public employer you must report to OSHA or PERRP, as applicable, any workplace incident that results in a fatality, in-patient hospitalization, amputation or loss of an eye.

Reporting Links

- OSHA REPORTING LINK - [Severe Injury Reporting](#)
- PERRP REPORTING LINK - [Severe Injury Reporting](#)

Recordkeeping Logs and Summary Forms

OSHA - If you are required to keep the log, download the Recordkeeping Forms and instructions by clicking on the link: <https://www.osha.gov/sites/default/files/OSHA-RK-Forms-Package.pdf>.

PERRP - Download the recordkeeping instructions by clicking on the link: <https://www.bwc.ohio.gov/downloads/blankpdf/PERRPRecordkeepingforms.pdf>. The log can be downloaded from: <https://www.bwc.ohio.gov/downloads/blankpdf/perrprecordkeepingpackage.xls>.

When your PERRP or OSHA log is complete for the 2022 calendar you will need to have the summary form signed and posted in a conspicuous place for employees to see. Summaries must be posted from February 1st through April 30th.

*Remember only post the PERRP 300AP Summary or the OSHA 300A Summary and not the injury log.

Ohio Cemetery Association Awards Night

It is a pleasure to announce the Ohio Cemetery Association Awards Night. This event is a special occasion for the industry and a great opportunity for networking and socializing. The awards ceremony will recognize the achievements of individuals and organizations in the cemetery industry. The event will be held at the Embassy Suites Hotel in Columbus, Ohio. The reception will begin at 6:00 PM, followed by dinner at 7:00 PM. The awards presentation will begin at 8:00 PM. Entertainment by Cincinnati Circus will begin at 9:00 PM. The event is free and open to all members of the Ohio Cemetery Association. For more information, please contact the OCA office at (614) 265-1234 or visit our website at www.ohiocemetery.org.



I hope to see everyone in February

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SATURDAY, FEBRUARY 18, 2023

EMBASSY SUITES HOTEL

2700 CORPORATE EXCHANGE DRIVE - COLUMBUS, OHIO

RECEPTION 6:00

DINNER 7:00

AWARDS PRESENTATION 8:00

ENTERTAINMENT-CINCINNATI CIRCUS

"FABULOUS FEUD" 9:00-10:00



REGISTRATION FORM

ohiocemeteryassociation.com

OCA AWARDS DINNER

SALES/ROOKIES/EMPLOYEES AWARDS FOR 2022

EMBASSY SUITES – COLUMBUS
2700 Corporate Exchange Drive

SATURDAY FEBRUARY 18, 2023

AWARDS RECEPTION/DINNER (PER PERSON) \$ 85.00

HOTEL REGISTRATION CUTOFF DATE IS FEBRUARY 10, 2023

HOTEL INFORMATION:

Rooms have been set-aside at a special discounted rate of \$146.88 (tax included)

Room Reservations must be secured no later than February 10, 2023 for this special rate.

Call the hotel direct at (614) 890-8600 OR the Hilton Reservation # at (800) 220 9219 and request OCA group rate

Complete registration form on reverse side

OCA AWARDS BANQUET
February 18, 2023

Saturday Evening Reception/Dinner _____ X \$85.00 = \$ _____

Name(s)
Please Print

Company

Address

City/State/Zip

Phone

Fax

Email

HOTEL REGISTRATION CUTOFF DATE IS February 10, 2023
TO RESERVE AT SPECIAL RATES.

Return registration form with check payable to:

219 Webbshaw Drive
Centerville, OH 45458

Ohio Cemetery Association

Please call/email with any questions

Jan Burrowes

937 885 0283 (Office)

937 604 0709 (Cell)

jborrowes5@gmail.com



THE OHIO CEMETERY ASSOCIATION

2022 Rookie Award

RECOGNIZE YOUR ROOKIE:

The definition of a Rookie is: a sales employee who has been with your cemetery for less than twelve (12) months but has had outstanding success (there may be other metrics but total sales volume is always a place to start).

Name of Rookie: _____ (Please print)

(Please submit a separate sheet to tell us why you've chosen this person as your Rookie)

2022 Special Employee Award

RECOGNIZE YOUR SPECIAL EMPLOYEE!

This award goes to an employee, perhaps an administrative or grounds employee, who has exceeded expectations and has performed admirably for the past year.

Cemetery: _____ (Please print)

Our Special Employee is: _____ (Please print)

(Please submit a separate sheet explaining why you are recognizing this employee)

AWARD FORMS MUST BE SUBMITTED NO LATER THAN FEBRUARY 1, 2023

**SUBMIT TO: THE OHIO CEMETERY ASSOCIATION 219 WEBBSHAW DRIVE • CENTERVILLE,
OHIO 45458**

jburrowes5@gmail.com



THE OHIO CEMETERY ASSOCIATION

RECOGNITION AWARD CRITERIA

Rookie Award

This award is designed to provide recognition to those Sales Professionals who have less than one (1) year of experience but who have provided outstanding service and/or produced extraordinary sales volume.

(It is important to recognize new sales professionals who are succeeding)

Special Employee Award

This award is for an employee at your cemetery who is deserving of recognition for achievement and outstanding performance during the past year. This might be a sales employee or an employee such as an office manager, administrative staff member or grounds staff member who has provided outstanding service.



THE OHIO CEMETERY ASSOCIATION

SALES AWARD CRITERIA FOR 2022

2022 Minimum Volume Production for Sales Professionals

\$225,000.00 is the minimum qualifying volume consisting of the following sales components:

Mausoleum; Lawn Crypts; Niches; Ground Spaces; Vaults; Markers/Monuments/Memorials; Chapel
Vaults; Caskets; Urns; Openings & Closings; Funeral Services. At-Need Merchandise also will count
toward minimum production.

Sales Categories - All Categories are based on Average Sales

Category #1 • Average Sale of \$1.00 - \$2,500.00

Category #2 • Average Sale of \$2,501.00 and Greater

Category #3 • Average Sale Includes 25% or More From At-Need Sales Volume

Category #4 • Average Sale Includes 25% or More From Funeral Services/Funeral Merchandise Sales Volume

Award Winners

Cemetery: _____ City: _____

(Instructions: Please print information and include the appropriate category #)

Name of Sales Manager _____ email _____

Name:	Category:	Total Volume:	Average Sale:
1. _____	_____	\$ _____	\$ _____
2. _____	_____	\$ _____	\$ _____
3. _____	_____	\$ _____	\$ _____
4. _____	_____	\$ _____	\$ _____
5. _____	_____	\$ _____	\$ _____
6. _____	_____	\$ _____	\$ _____
7. _____	_____	\$ _____	\$ _____
8. _____	_____	\$ _____	\$ _____
9. _____	_____	\$ _____	\$ _____
10. _____	_____	\$ _____	\$ _____

PLEASE SUBMIT BY FEBRUARY 1, 2023 To: The Ohio Cemetery Association

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OCA Journal



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(Rainer Maria Rilke)

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Welcome on Board

OCA BOARD OF DIRECTORS SUPPLIER REPRESENTATIVE



Jordan Weaver



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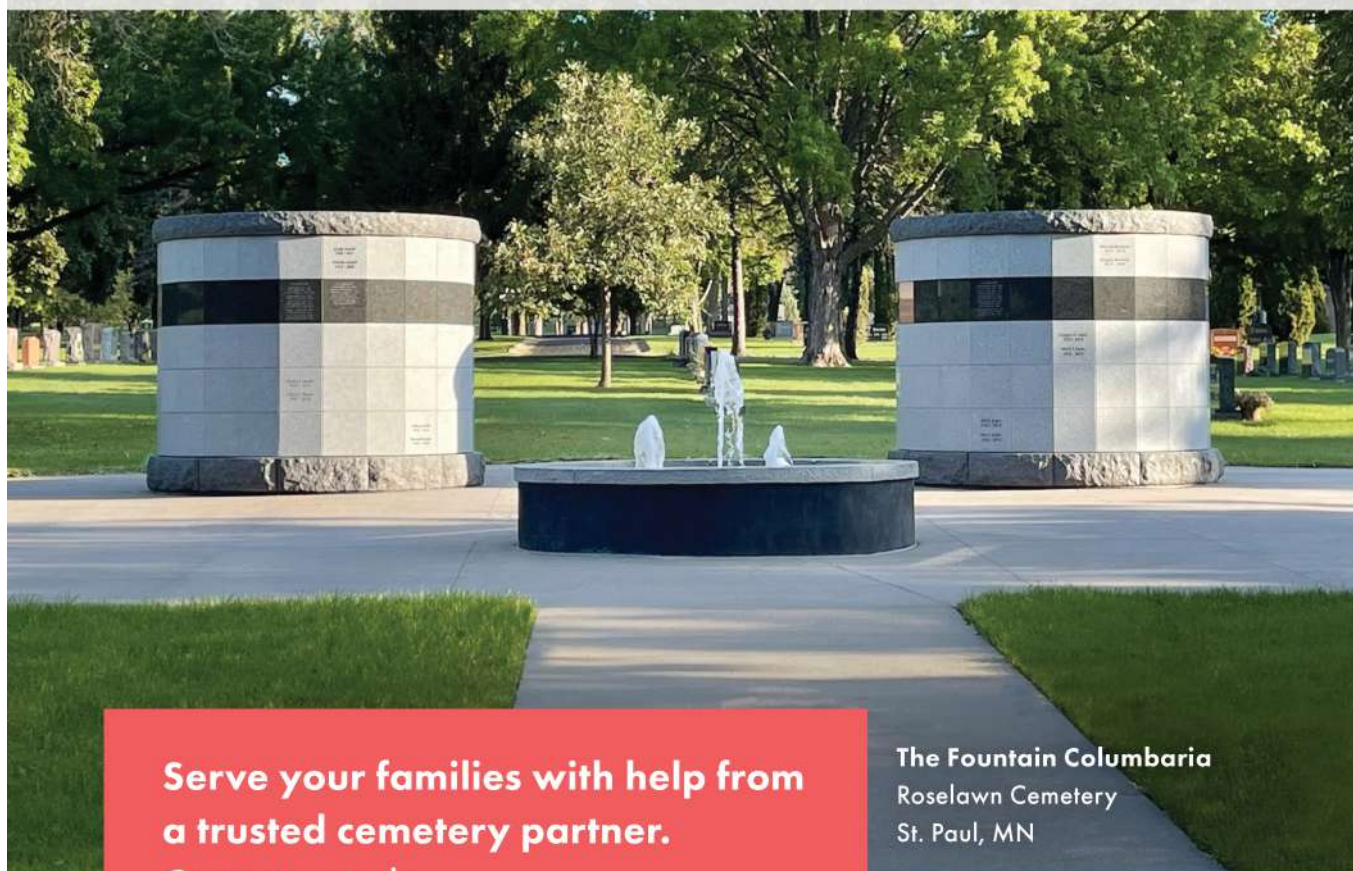
My name is Jordan Weaver and I am the Sales & Marketing Manager for Holland Supply. I have been with Holland Supply for over 7 years working directly with Cemeterians, Funeral Directors, and many others in the industry. I was born and raised in Holland, MI. I have been married to my wife Hannah for 8 years. We have two kids, Georgia (6), and Dean (4). With any free time, I enjoy spending time with family, golfing, playing and watching sports, and coaching our kids' sports teams.



“Since 2010, we have partnered with Eickhof Columbaria on nine different columbarium projects. Eickhof has helped us succeed in providing the families we serve, with dignified and beautiful permanent placement options for the urns of their loved ones.”

AMANDA THORESON

GENERAL MANAGER OF ROSELAWN CEMETERY



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info@eickhofcolumbaria.com**

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Lakeview - Cleveland



Riverside - Troy

Ohio Dept Of Commerce Offers Cemetery Grant Program

For Immediate Release
Oct. 19, 2022

Contact: Brandon Klein
614-359-6665
Brandon.Klein@com.ohio.gov

Ohio Cemeteries Receive Funds for Maintenance and Training *Ohio Department of Commerce awards \$104,000 to assist nonprofit cemeteries*

COLUMBUS, Ohio – The Ohio Department of Commerce's Division of Real Estate & Professional Licensing awarded \$104,000 in grants to 44 Ohio cemeteries through the Fiscal Year 2023 Cemetery Grant Fund.

The Division registers more than 4,100 cemeteries in the state and administers the Ohio Cemetery Dispute Resolution Commission which assists in resolving complaints against registered cemeteries through mediation and conciliation.

"This is the fourth year the Division has awarded the grant for registered nonprofit cemeteries, which can be used for exceptional maintenance of their grounds or training of their personnel," Division Supt. Daphne Hawk said. "We are honored to provide funds to help Ohio's cemeteries improve recordkeeping, restore monuments, repair fencing, and improve signage."

The grant is funded by \$1 of every \$2.50 from burial permit fees received by the Division. Cemeteries that applied and did not receive funding this year are encouraged to apply again next year.

Grants were awarded this year to cemeteries in 32 Ohio counties. A full list of 2022 Cemetery Grant recipients is below.

For more information about how the Division works with Ohio cemeteries visit com.ohio.gov/real.

Cemetery Grant Program xontinued from page 15.

Operator Name	Cemetery Name	County	Amount	Type of Project
Wayne Township Trustees	Cherry Fork Cemetery	Adams	\$ 2,500.00	repair and reset monuments
Clear Creek Township	Savannah Cemetery	Ashland	\$ 2,500.00	repair and reset monuments
Harpersfield Township	Cork Cemetery	Ashtabula	\$ 1,000.00	repair and reset monuments
Williamsfield Township	Williamsfield Center Cemetery	Ashtabula	\$ 2,000.00	tree removal and tree trimming
Village of Mt. Orab	Mt. Orab Cemetery	Brown	\$ 2,229.82	remove and trim trees
Jefferson Township - Brown County	Linwood Cemetery	Brown	\$ 2,500.00	repair and reset monuments
Jefferson Township	Jefferson Township IOOF	Clinton	\$ 2,500.00	repair and seal the driveway
Village of Leetonia	Oakdale Cemetery	Columbiana	\$ 2,500.00	install cemetery street and section signs and add a cemetery information kiosk
Franklin Township	Franklin Township Cemetery	Coshocton	\$ 625.00	repair and reset monuments
City of Euclid	Euclid Municipal Cemetery	Cuyahoga	\$ 2,500.00	purchase a steel tripod
The City of Brecksville	Brecksville Cemetery	Cuyahoga	\$ 2,419.10	train city cemetery employees on cemetery maintenance and preservation
St. Theodosius Orthodox Christian Catl	St. Theodosius Russian Orthodox Ce	Cuyahoga	\$ 2,500.00	repair and reset monuments
Porter Township, Delaware County, OH	Stark Cemetery	Delaware	\$ 2,500.00	cemetery survey and mapping
Margaretta Township	Venice Cemetery	Erie	\$ 2,500.00	repair and reset monuments
Sand Hill Cemetery Association	Sand Hill Cemetery Association	Erie	\$ 2,500.00	repair and reset monuments
Montville Township	Montville Cemetery	Geauga	\$ 1,000.00	repair the original vault building
Cedarville Township	Cedarville North Cemetery	Greene	\$ 2,500.00	upgrade to cemetery records software
Jewish Cemeteries of Greater Cincinna	Kneseth Israel Cemetery	Hamilton	\$ 2,500.00	begin phase 2 of restoring the historic wrought iron fence
Washington Township Trustees	Washington Cemetery	Hardin	\$ 2,500.00	repair and reset monuments
Jackson Township	Bronx Corner	Jackson	\$ 2,500.00	replace the fence and gates
Burlington Township Board of Trustees	Homer Cemetery	Licking	\$ 2,500.00	repair and reset monuments
NEWTON TOWNSHIP, BOARD OF TR	Wilson Cemetery	Licking	\$ 2,500.00	replace the roof on the cemetery building
Village of South Amherst	Evergreen Cemetery	Lorain	\$ 2,500.00	develop a second entranceway into the cemetery
Waterville Township	Whitehouse Cemetery	Lucas	\$ 2,500.00	tree removal
Jackson Township Trustees	Jackson Township Cemetery	Mahoning	\$ 2,500.00	repair and reset monuments
Jefferson Township	Lower Miami Cemetery	Montgomery	\$ 2,500.00	remove an old falling down building
South Bloomfield Township Board of Tr	Hedding M.E. Cemetery	Morrow	\$ 2,500.00	repair the fence and gates
Diocese of Toledo c/o Divine Mercy Pa	Divine Mercy Cemetery	Paulding	\$ 2,500.00	repair and reset monuments
New Holland Corporation	New Holland Union Cemetery	Pickaway	\$ 2,500.00	repair and reset monuments
The City of Aurora	The Aurora Cemetery	Portage	\$ 2,500.00	upgrade to cemetery records software
Washington Township	Zion Cemetery	Preble	\$ 2,500.00	remove trees and redraw cemetery maps
Ottawa Township	Pomeroy Cemetery	Putnam	\$ 2,338.00	repair four brick columns at the main and side gates
Zion Cemetery Board	Zion Cemetery Association	Richland	\$ 2,500.00	repair and reset monuments
Jefferson Township Scioto County	Jacobs Cemetery	Scioto	\$ 2,500.00	remove trees
St. Stephen Church	St. Stephen Cemetery	Trumbull	\$ 2,500.00	repair and reset monuments
City of Niles	Niles City Cemetery	Trumbull	\$ 2,500.00	install section marker signs
Farmington Township	Hillside Cemetery	Trumbull	\$ 2,500.00	repair and reset monuments
Bazetta Township	Hillside Cemetery	Trumbull	\$ 2,388.08	fix the chapel ramp and update the cemetery rules signs
Liberty Township Trustees	Church Hill Cemetery	Trumbull	\$ 2,500.00	repair and reset monuments
Braceville Township	Braceville Cemetery	Trumbull	\$ 2,500.00	remove trees and repair and reset monuments
Waterford Township	Round Bottom Cemetery	Washington	\$ 2,500.00	installation of a fence
Chippewa Township	Maple Grove	Wayne	\$ 2,500.00	only survey and plot the cemetery
Webster Township Trustees	Webster Township Cemetery	Wood	\$ 2,500.00	install a cemetery information kiosk
Montgomery Township	Graham Cemetery	Wood	\$ 2,500.00	repair retaining walls

###

*The **Division of Real Estate & Professional Licensing** is part of the Ohio Department of Commerce. The department is Ohio's chief regulatory agency, focused on promoting prosperity and protecting what matters most to Ohioans. We ensure businesses follow the laws that help them create jobs and keep Ohioans safe. To learn more about what we do, visit our website at www.com.ohio.gov*

Articles For Sales Managers & Advisors



Info

Gary O'Sullivan Company (1203)

For the Leader – The dictionary defines effectiveness as producing a strong or desired effect. The role of leadership requires strong results. It's not necessarily the leader's role to do it, but it is always the leader's job to get it done.

What is required for the leader to be effective, to get strong results? This month we will review the five keys that will unlock a leader's ability to get strong results.

For the Sales Team – The purpose of goals is to focus our attention. The mind will not reach toward achievement until it has clear objectives. Goals become a "blueprint" that tells the mind what you want to create.

Now is the time for sales professionals to draft a "blueprint" of what they want to accomplish in 2004. This month we will review the importance of having goals and the key elements for setting them.

Quote for the month:

"People with goals succeed because they know where they're going."

Earl Nightingale

Articles For Sales Managers & Advisors continued from page 17.

FIVE KEYS OF EFFECTIVE LEADERSHIP

It is not the position that makes the leader, a leader; it's the leader that defines the position. There is an endless list of things that a leader must do in their role of leading an organization.

Here are five of the essential traits that are required to be effective as a leader. Focusing on these traits will help leaders strengthen their effectiveness.

The ability to identify and develop future leaders

Be an effective leader by focusing on talent that you can attract to your organization, identifying the potential talent within your organization, and developing leadership skills in others. This is critical to the growth of your organization.

The ability to communicate your mission and vision

No leader can be effective without the ability to communicate the objectives of the organization. The leader not only must be effective at setting the course, they must listen. Communication is two-way process. Leaders must communicate and listen with a daily consistency and sense of purpose.

The ability to delegate

Leaders must be able to delegate. If not, they are not developing people or taking risks, and they are doing things they shouldn't be doing. Leadership is not about how many things a leader can do, it's about their ability to motivate, coach, and get things done through others.

The ability to manage change

In today's dynamic marketplace, change is a required element of business. It is the leadership of the organization that leads, directs, and manages the change process. Helping people understand the need for change and effectively managing the challenges change brings is how leaders move their people, and their organizations, forward.

The ability to exhibit courage

Leadership requires courage. In times of challenge, change, and controversy a leader's courage or lack of it is revealed. Exhibiting courage is not about the use of power or position. It is about resolve and willpower. Having the courage to lead people into an uncertain future, to champion unpopular decisions, and to deal with issues head-on is how leaders get things done.

Articles For Sales Managers & Advisors continued from page 18.

GOALS

Creating Your Way Forward

At the beginning of every day, week, month, and year you have the opportunity to design a “blueprint” of what these time periods will look like. There are more things in our future we will have control over than are beyond our control.

Many people don’t reach their potential simply because they don’t plan. Having a “blueprint” of what is to be accomplished is a principle that works in so many applications of life. Blueprints are created to build buildings, cars, and aircrafts. If it is created, it has a blueprint. This principle applies to building your sales success as well. The principle doesn’t change. The problem is so many people don’t spend the time creating a “blueprint” and then following it every day.

For sales the “blueprint” process is called setting goals. Here are few concepts on the value and power of setting goals. After you review them, consider creating a “blueprint” that will help you build the future you want.

Why set goals?

- They require you to examine what matters most
- They help you to crystallize your thought process
- They tell you what to focus on every day
- They create a healthy tension
- They allow you to break your large objectives into daily manageable tasks
- They give you motivation regarding what you intend to accomplish

What are the qualifications for a goal?

- Realistic
- A stretch
- Have a timeframe for accomplishment
- Be specific
- Be written

How to set goals

- Decide exactly what you want to accomplish
- Ensure it is attainable
- Design a plan (write out what you will do)
- Create an effective feedback system (to measure your results)
- Commit, Believe, Act
- Review your progress on a weekly and a monthly basis
- Make corrections after your review, if needed
- Execute revised plan

From unusable areas to immediate inventory:
turning blank walls into elegant cremation space.
Can be placed indoor or outdoor



North America



Ohio Cemetery Association

The diagram illustrates the construction of a Huffman tree for the text "AABACDABACB".

Initial Leaf Nodes (Step 1):

- A: 4
- A: 4
- B: 3
- C: 2
- D: 1
- A: 4
- B: 3
- A: 4
- C: 2
- B: 3

Merging Process (Steps 2-5):

- Step 2:** Merge D (1) and B (3) into a node with frequency 4.
- Step 3:** Merge C (2) and the node from Step 2 (4) into a node with frequency 6.
- Step 4:** Merge A (4) and the node from Step 3 (6) into a node with frequency 10.
- Step 5:** Merge the node from Step 4 (10) and the remaining A (4) into the root node with frequency 14.

Final Huffman Tree Structure:

- Root (14)
 - Left child (10)
 - Left child (6)
 - Left child (4)
 - A (4)
 - Right child (2)
 - C (2)
 - Right child (4)
 - B (3)
 - D (1)
 - Right child (4)
 - A (4)

