



- ♣ When planning your grocery shopping, try your best to have the items in order of location in the store if at all possible. It will make your trip much quicker and will eliminate running back for something you missed.
- ♣ When working on an organizing project, pretend that you are unable to leave the room/area. It will help you to stay focused and get more done. Make one trip out of the area when you are done to return items to their appropriate homes if they no longer belong in the area you just organized.
- ♣ If you have been renting a storage facility for more than 6 months and you are not in the middle of a move, reconsider why you are storing those items. Are they really something you need? If so, why are they off site? Think twice and decide if you should take the time to clear out the storage unit and save yourself some money.
- ♣ In many parts of the country, it's almost time to start lawn maintenance. Review your calendar, what tasks you want to complete (de-thatching, seeding, fertilizing, sharpening the mower blade, etc.) and note them on your schedule now so that they don't get forgotten.
- ♣ Feel trapped inside from the cold? Get excited for warmer weather by reviewing your wardrobe now and purge what you know you won't want come summer.
- ♣ Organize your credit. Do you carry around, 3 Visa cards, a Discover, 4 Store Credit cards and an American Express? Having your credit spread all around can become confusing and costly. Consider combining your balances to the card(s) with the lowest interest rate and fees. You'll have less to keep track of and it will be easier to pay down your debt.
- ♣ Take 15 minutes today to clean out your freezer. Remove all the contents, purge anything that is frozen over, dump out the ice, wipe down the insides, and replace items by category onto the shelves (meats, treats, breakfast foods).
- ♣ Stick to your guns! Keep your word. Do both of these things with your children and everyone in your life. Everyone appreciates someone keeping their promises and setting boundaries. Doing both of these things will help you and your family to stick to your routines and schedules and allow you to be more organized.
- ♣ Ziploc bags are great for sorting and organizing and are very inexpensive. A great use for them is to put all of the small game pieces inside them and then place it inside the game box. That way you'll be less likely to lose any of the pieces. They can also be used to store puzzles.

- ♣ Make a standard shopping list for your grocery trip. List on it all of the items that you buy on a regular basis and print out several to have on hand. Place one on your fridge and simply circle or check off the items that you need to purchase as you approach running out of them. Leave a few blank lines at the bottom for additional items.
- ♣ Being surrounded by things can make you feel overwhelmed, powerless, stressed and drained. Take control of your things and you will take control of your life.
- ♣ Just because you've always used that drawer/closet for those items doesn't mean you can't change it. Consider putting games on a top shelf of a coat closet, keeping mops hanging in the garage, or even storing items under furniture (if you're short on space & child-safety isn't a concern). Remember, sometimes the most unusual space may be the perfect spot for your items dependent upon your situation & storage space.
- ♣ Does your day completely get away from you? Write down your obligations on a calendar or schedule; delete what is not necessary by either politely saying "no" or delegating. Freeing up some time on your schedule will help you to accomplish your goals for the day, work toward long term goals, and to not feel like you are constantly chasing your tail.
- ♣ Spring is here and for many, this means spring cleaning. Make a list of the tasks you'd like to accomplish on your spring cleaning list and tick them off as you accomplish them. Having a list will keep you on task and you'll feel rejuvenated when it's complete. Keep in mind, spring cleaning is a choice, not an obligation or requirement. Do what works for you and your home.
- ♣ Keep your financial records organized by checking your bank account balances at least one time per week.
- ♣ If sorting socks drives you crazy, be sure to buy a different type of sock for each family member. It will make sorting much easier. Better yet, have the family pitch in to get it done even quicker!
- ♣ It's OK to keep books that have special meaning or that you will reference or read again. It's OK to keep as many books as you'd like as long as you have the space for them. Don't keep more than you have room for though. If they are boxed up and packed away, consider donating them to your local library, Goodwill or selling them at an affiliate of mine, Cash4books.
- ♣ When packing away/storing items, be sure not to use cardboard if at all possible. It breaks down and attracts pests.
- ♣ "We have to let go of the old thing before we can pick up the new one--not just outwardly, but inwardly, where we keep our connections to people and places that act as definitions of who we are."-- William Bridges in "Transitions--Making Sense of Life's Changes"
- ♣ "It never hurts to ask." -- Francis Brown (my dad). He is absolutely right and it's a life lesson that I wanted to pass on to everyone today. You can and should ask for help, for information, for whatever it is that you want or need. The worst thing that can happen is that someone will say "no" or "I don't know." The best that can happen is your dreams come true!