



WING WISDOM

Gold Wing Road Riders Association
Leadership Training Division Newsletter

Volume IX, Issue 3

October 2003

Words from the International Directors

Leadership ability can place a “lid” on personal and organizational effectiveness. If the leadership is strong, the “lid” is high. But if it’s not, then the organization is limited. That’s why in times of trouble, organizations naturally look for new leadership. When the country is experiencing hard times- it elects a new president. When a company is losing money- it hires a new CEO.



The relationship between leadership and effectiveness is evident in sports.

For example, if you look at professional sports organizations, the talent on the team is rarely the issue. Just about every team has highly talented players. The leadership provided by the coach- and several key players- makes the difference. To change the effectiveness of the team, lift up the leadership of the coach.

Wherever you look, you can find smart, talented, successful people who are able to go only so far because of the limitations of their leadership. For example, when Apple got started in the late 1970s, Steve Wozniak was the brains behind the Apple computer. His leadership “lid” was low, but that was not the case for his partner, Steve Jobs. His “lid” was so high that he built a world-class organization, and gave it a nine-digit value. That is the impact of realizing your “lid”.

How does all this apply to our organization- the Gold Wing Road Riders Association? In your position as Trainer, You are the Leaders. You are constantly providing quality leadership programs and training for our Members, to help them grow and achieve more in their daily lives as well as in our organization. Keep up the great work you do, and let’s help our Members raise their “lid” to higher levels of success.

Join me in welcoming the following people to the Leadership Training Division, and help and encourage them whenever you can:

- | | |
|----------------------------------|--|
| 1. Bob Humphrey, AR-DT (CI) | Humphrey@csw.net |
| 2. Bill Duvall, OK-DT (CI) | wduvall@sbcglobal.net |
| 3. Robert Dull, LA-DT | rdull@cox-internet.com |
| 4. Ed Bahrenburg, NY-CI | wingin-it@stny.rr.com |
| 5. Jack Seeley, NY-CI | pedlesjack@aol.com |
| 6. Richard and Lois Brown, NY-CI | |
- (DT = District Trainer; CI = Certified Instructor)

Remember to *"Promote the Experience - Share the Excitement"*.

Steve and Carolyn Cotton
International Directors – LTD

***“A problem is a diamond with many different facets. Roll it over in your mind.
What others have missed, you can explore.”
- Clint Weyland***

Curriculum Corner

How many times have you gotten ready for a seminar and said “I really should formalize the changes I’ve made to this seminar”, or maybe “I’d like to make some changes to this slide but I’m not sure how to go about it”. Well, life just got a little simpler. All you have to do to formalize changes you’d like to see included in the curriculum is to send me those changes as part of an e-mail and I’ll take care of the rest. Yes, it really is that simple!!!! Oh, sure they have to be reviewed and approved by the International Director, but that’s my worry, not yours. To borrow a phrase from your friendly used car dealers, “all suggestions will be accepted.” I promise to review them, polish them if needed, and then forward them on to Steve Cotton with my recommendation. So please, everyone, send in your updates and let’s make the curriculum sparkle once again.

I’d like to take this opportunity to share something that we here in Region ‘N’ have adopted and are finding to be very well received. It is a Timeline for Training and it lays out a schedule for new and existing officers to take the LTD Programs as well as a suggestion for general member training. As you will see when you study the timeline, it really is a multiyear timeline. In year #1 a prospective officer would take The Horizons Program and the Knowledge Enhancement Program and then as an existing officer in year #2, they would take Leadership 2000 and Life Skills. You will also note that we only do General Member training during the Rally season (at the rallies). We have found the officers much more willing to take training during the “off season.” Maybe you will too.

Stay happy and keep training!

CJ & Bo Karcanes
Region ‘N’ Trainers

***“There’s no place where success comes before work, except in the dictionary.”
- Donald Kimball***

Mark Your Calendars...

- **3rd Quarter 2003 reports due on October 10th** - Reports covering July 2003 through September 2003 are due to the Cottons by October 10th. Please reference the forms section of your *Trainer’s Handbook* (page 45) if you have questions regarding the details that should be included in this report.
- **Articles for the November newsletter are due by October 25th**. Keep in mind that your thoughts, comments, and input are always welcome. Please contact Amy Peterson at amysescape@aol.com and tim!.

***“Energy and persistence conquer all things.”
- Benjamin Franklin***

Control Of Chapter, District And Region Property

GWRRA Volunteer Leaders assume many responsibilities when they take office. Upholding Standards of Conduct, finances/IRS, organizing their staff, newsletters, web pages, and recruitment are just a few of their myriad duties and responsibilities. One area, CONTROL OF CHAPTER, DISTRICT AND REGION PROPERTY, requires particular diligence on the Volunteer Leader's part. The Officers Guide Book is very specific about these responsibilities.

QUOTE FROM THE OFFICERS GUIDE BOOK:

"Each Chapter, District and Regional Director is responsible for the control of funds and property that belongs to his/her respective office. This includes property that may be in the possession of other officers or staff members, including officers in Rider Education. Any item that is purchased with Chapter, District or Regional funds, received from the previous Director or acquired by any other legal means belongs to that office. Under no circumstance will any of this property or monies ever become your personal property or the property of another officer or staff member.

Items purchased with official funds for the use of the Director, another officer or staff member must be noted and forwarded to the new Director when a change of officer occur. A record must be kept to log items such as computers, printers, fax machines, software, file cabinets, visual aids and other major items of office equipment. As a minimum, this record will include the nomenclature, serial number if applicable, date of purchase, cost and disposition. The disposition will provide information as to the status of the item. If the item becomes inoperable that should be noted. If the item was discarded that should be noted along with some justification. This information must be kept up-to-date and passed on to the new Director with a copy to your appointing officer when you leave office. A copy should be kept in your file as well.

If appropriate financial records are kept there should never be any question concerning those items purchased during the tenure of any Director. The annual Financial Report is the prime document used to report all income and expenditures. Should there be any requirement to justify income, expenditures or the status of any property it is the responsibility of the officer to produce the necessary receipts or other backup to explain any inquiries. It is also the responsibility of each officer to maintain this financial backup as a matter of record after he leaves office."

The GWRRA Volunteer Leader must be above reproach. Accurate, complete records are a must. It is also the Volunteers Leader's responsibility to ensure their staff has a complete understanding of and supports this policy. Every GWRRA member should actively support this policy and assist their Volunteer Leaders in carrying out their responsibilities.

Harry Dollarhide
Region H Trainer

"Keep changing. When you're through changing, you're through."
- Bruce Barton

Overcoming Procrastination

Do you put off some things that are really important to you? Do you sometimes feel anxious or guilty because you can't get yourself to do what you need or want to do? Procrastination can take a surprisingly high toll on your life, causing stress, illness, and low self-esteem. For some people it creates tension amongst family members and coworkers. It may even keep you from attaining your goals and fulfilling your dreams.

Procrastination is not an inherent part of your personality or character. It is simply a habit or an attitude. Sometimes people procrastinate because they feel overwhelmed. Perhaps the task or project that really needs doing is an unpleasant one. Fear and many other factors may also be playing a less than desirable role in the thought processes. Whether you procrastinate most of the time or occasionally, the following information contains some thoughts and ideas from Rita Emmett's *The Procrastinator's Handbook* that may be of use to you.

If you're having trouble getting to certain tasks because you never have enough time, the first step is to realize that the job probably won't take as much time as you think it will. Often times what you dread most is simply getting started. The next step is to set a timer for sixty minutes and devote one *uninterrupted* hour to the project. One of three things typically happens:

1. You'll finish the job and be amazed at how little time it took. If you start dreading a similar task in the future, remind yourself that "it only takes thirty-two minutes" (or however long it actually took).
2. You'll discover it is such an enormous project that it will take many more hours to complete, but you've made a small dent in it. Acknowledge your progress then decide when to spend another hour on this job – next Tuesday, once a day, once a week. In this way, you've already accomplished something and have a plan for success.
3. The most likely scenario is when you're not finished at the end of that hour, but at least you see the "light at the end of the tunnel" so to speak. You've gained momentum by this point, and may even decide to push ahead to complete the project rather than stopping.

Perhaps the job is put off because it is an unpleasant one. Unfortunately, there are always going to be some boring or less than desirable tasks in any normal, functioning human being's life. As Scott Peck writes in the opening lines of *The Road Less Traveled*, "Life is difficult." Reality for most of us involves a number of tasks that would preferably be avoided or forgotten. The day you can say to yourself, "I hate doing this but I have to, so I may as well do it now and get it over with," you will begin to free yourself from the guilt and stress caused by procrastination.

Another trick is to try to do the less desirable tasks when you're most effective. For some people, the best way to work through an unpleasant task is to tackle it first thing in the morning. The key is to understand that that much of procrastination is a mind game, and you can use your mind to change the game to work in your favor. Instead of focusing on how you will feel doing the work, try focusing on how you will feel when it's finished. Visualize the payoff, the relief, the sense of accomplishment you will feel once the task is done.

Stay tuned next month to explore a few more thoughts on this subject...

Amy Peterson
Region E Trainer