

Simple Wisdom

Gail Van Kleeck

Learning from Lufra

My dog Lufra looked a little like Toto, the dog in the Wizard of Oz. He lived to be nearly sixteen. Although he was deaf and didn't see very well, he still had a perpetual sense of enthusiasm, and an almost constantly wagging tail.

When he was younger he was a master skunk chaser, preferring adult skunks with well developed stink glands to the less mature species that were safer to sniff. He was also respected by those who knew him for his remarkable skill at protecting us from airplanes. Through the years, he'd developed a surefire method of running in a scruffy grey blur along the perimeter of our yard, pausing at strategic vantage points to bark in such a menacing manner that no airplane ever dared to land.

Throughout most of his life, Lufra had somewhat putrid doggy breath and a less-than-pleasant body odor. This may have had something to do with his affinity for skunks.

He never really liked being cuddled and was definitely disinterested at the prospect of retrieving. Still, he was born with an irresistible quality that made it impossible to keep a straight face in his presence. Lufra adored children, was just as fond of cats, devoted to his task of watching over us and completely enthusiastic about everything.

I think of him now, remembering how he slept quietly beside me in his later years and how he always awakened with a kind of expectant enthusiasm. I lifted him into the car in as he grew older, although he was still willing to try jumping in. I remember how he loved McDonalds and how he preferred his hamburger without the pickle.

I think often of what my old friend taught me about loyalty and unconditional love and know how he continued to teach me, even in the shortening days of his life. As Lufra aged there were many things that he could not now, things that once had given

him pleasure. Yet, he never lost his enthusiasm for life. He was so busy looking for what was fresh and new and possible that he never seemed to notice his limitations.

I miss Lufra. Sometimes I still find myself looking for him as I walk through the door. Yet a part of him lives on in me, helping me to remember me that the more we look for possibility in our own lives the more we open the door to living fully. With all my heart, I wish that kind of vantage point for you.

WHAT WE FOCUS ON IN LIFE IS TRULY WHAT WE SEE

Who is Gail Van Kleeck?

International inspirational author and motivational story teller.

Gail Van Kleeck spent seven years as a hospice volunteer. Her writing and speaking contain insights drawn from the families with whom she was privileged to work. She also draws from her childhood experiences, her journals and her life as a daughter, wife, mother and friend. In addition to her skills as a writer and speaker, Van Kleeck is an accomplished interior designer. Her business, Dover Interiors is based in Westwood, Ma. With an educational background in both psychology and design, she specializes in helping clients create surrounding support their lifestyles and nurture their spirits. Gail was born in Michigan and is a graduate of Michigan State University. The oldest of five children, she has two grown children, four grandchildren, numerous pets and a life partner who is a former jazz musician.



S U D O K U

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Solution on Page 34

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3	1	9	4	6	8	7	2	5
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6	9	5	8	7	2	1	3	4

Puzzle by websudoku.com

Drivers Needed to Transport Seniors

Interfaith Caregivers of Greater Lawrence, a coalition of faith communities, social service agencies, and health organizations, is looking for volunteers to drive elders to medical and "quality of life" appointments through the Friends in Deed program at Elder Services of the Merrimack Valley. If you can help, even if only occasionally, please call Jerry Proulx, Volunteer Recruiter, at 1-800-892-0890 ext. 445 or Eileen Giordano, Volunteer Coordinator, at 1-800-892-0890 ext. 463 (and mention Interfaith Caregivers). Thank you from Interfaith Caregivers and the many elders who need the services of volunteer drivers to remain independent in their own homes.

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City of Lawrence Job Posting

Principal Accounts Clerk

(Payroll)



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Duties: Compiles payroll data, and enters data or computes and posts wages, and reconciles errors, to maintain payroll records, using computer or calculator. Compiles payroll data, such as hours worked, taxes, insurance, and union dues to be withheld, and employee identification number, from time sheets and other records. Prepares computer input forms, enters data into computer files, or computes wages and deductions, using calculator, and posts to payroll records. Reviews wages computed and corrects errors to ensure accuracy of payroll. Records changes affecting net wages, such as exemptions, insurance coverage, and loan payments for each employee to update master payroll records. Records data concerning transfer of employees between departments. May prorate expenses to be debited or credited to DPW department for cost accounting records. May prepare periodic reports of earnings, taxes, and deductions. May keep records of leave pay and nontaxable wages. May prepare and issue paychecks. Complete payroll/employee forms as requested by state Welfare Department, Division of Employment Security and other State or Federal agencies as requested. Receive telephone inquiries concerning division employee's employment status; verify employment and other related information. Establish and maintain a variety of correspondence files for Department. Compile and prepare payroll statistics to be used in preparing annual budget. Perform payroll responsibilities under guidance of Payroll Supervisor; consult with Payroll Supervisor on payroll issue requiring exception to established policy. Interface with benefits and workers compensation coordinator on payroll reports as they relate to compensation and deduction criteria. Coordinate reports on any and all employees within department obtaining a no pay status to benefits coordinator. Perform other related duties as assigned.

Qualifications: Duties require knowledge equivalent to completion of four years of high school and specialized knowledge of payroll and personnel regulations. Work requires three years of related payroll experience and knowledge of MUNIS Payroll

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Please remember: it is easier to find a better job when you have a job!

Frank O'Connor, Jr.
 Business Service Representative
 ValleyWorks Career Center - Heritage Place Bldg. 2
 439 S. Union St. - Lawrence, MA 01843



City of Lawrence Job Posting

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Duties: Under the direction of the City Comptroller, accumulates financial data from source documents and verifies for accuracy within established accounting practices and procedures. Prepares and maintains financial data for posting to general ledger and other fiscal records to reflect accurate accounting and distribution of income and expenses to appropriate accounts. Reconciles accounts receivable and adjusts irregularities. Under the supervision of the City Comptroller, designs new systems or modifies existing systems to provide records of assets, liabilities and financial transactions of the City. Maintains accounts and records or supervises subordinates in such bookkeeping activities as recording disbursements, expenditures or maintenance of accounting controls over inventory or purchases. Audits contract orders and vouchers. Prepares reports which substantiate individual transactions before settlement. Maintains payroll subledgers providing for accurate distribution of labor costs, reconciles state and federal payroll taxes and other deductions. Prepares journal entries and reconciles general ledger and subsidiary accounts; prepares monthly financial statements, including distributing monthly revenue and expenditure reports to departments. Analyzes and reconciles expenditure and revenue accounts, including benefits accounts. Makes wire transfers and journal funding transfers and reconciles monthly bank statements. Monitors grant revenues and expenditures, ensuring data is recorded in the City's financial accounting system. Calculates and prepares reimbursement billings and tracks receivables; reconciles monthly accounts receivable. Prepares audit schedules for external auditors and acts as a liaison between the City and auditors. Prepares and files annual financial statements for the City. Assists with the preparation of the budgets. Assists with the fiscal year-end and fixed asset accounting. Provides training in the use of the City's computerized financial system and assists departmental personnel with budget questions, proper expenditure coding, document processing and other accounting related activities. Interface with benefits and workers compensation coordinator on all payroll deductions and workers compensation classification issues. Performs other duties of a similar nature or level.

Qualifications: Bachelor of Arts in Business Administration with a major in accounting. Equivalent to graduation from a four-year college or university with major coursework in accounting, finance, economics or a related field and one year of general fund accounting experience, or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as listed above. Knowledge of MUNIS preferred.

Applications are available in the Personnel Office of the Lawrence City Hall, 200 Common Street, Room 302, Lawrence, MA 01840 Detailed job postings are available in the Personnel Office or on our website at www.cityoflawrence.com
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The ValleyWorks Career Center Presents

a Spring Regional Job Fair

May 22, 2007 10am to 1pm

Dear Workforce Development Partner:

The ValleyWorks Career Center invites you to participate in our **Annual Spring Regional Job Fair**. This event will be held at Northern Essex Community College in their new Technology Center, 100 Elliott Street, Haverhill, MA, 01830, on Tuesday May 22nd from 10:00 AM – 1:00 PM. Our last big job fair drew over **500** job seekers, and business representatives from the last event were thrilled with the quality of prospective candidates. Space is limited and will be reserved on a first-come, first-served basis, so we encourage you to reserve your spot early. **The registration fee is \$250 which includes the following:**

- The **Eagle Tribune** newspaper will supply advertising for this event.
- Display table and company signage
- Lunch will be available to participating employers
- Unlimited recruiting of qualified candidates
- Listing with corporate logo in the event Exhibitor Directory
- Listing with corporate logo on the ValleyWorks.cc. website
- Internal and external event promotion via ValleyWorks marketing department
- Plenty of free parking for Employers and Job Seekers

ValleyWorks maintains a database of thousands of job seekers in the Merrimack Valley region, so if you need employees with a specific skill set, ValleyWorks can provide you with the qualified candidates you seek.

For more information or to register in ValleyWorks' Spring Regional Job Fair, contact Larry Snow at 978-469-7819 lsnow@detma.org or Susan Ingham at 978-469-7821 singham@detma.org








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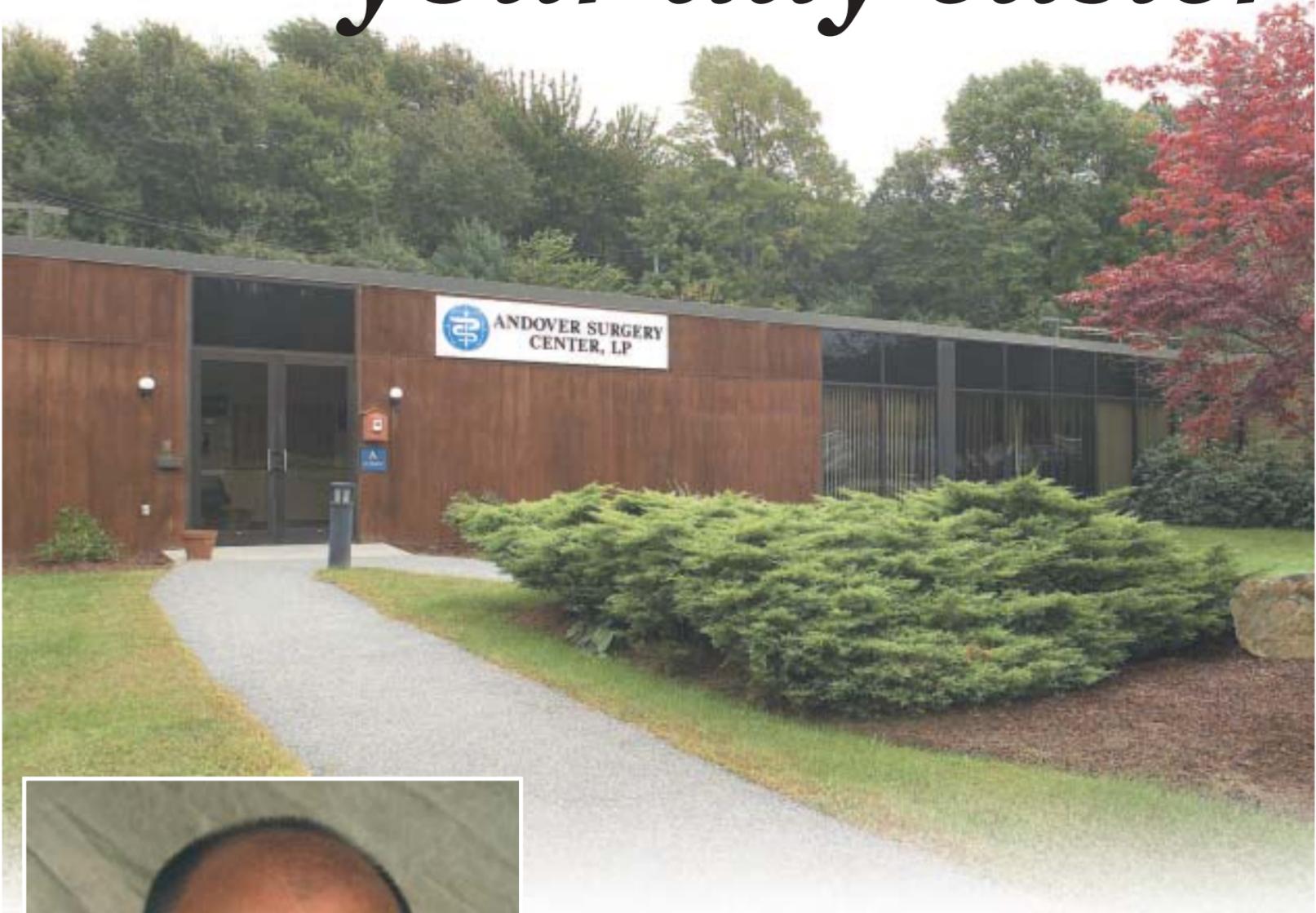
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