

April 2009 Newsletter

Dear Friend,

You might be thrilled for the warm weather that is coming our way with the advent of spring and not so thrilled with the spring cleaning projects that leave you feeling overwhelmed, perhaps anxious and maybe even a bit unmotivated. It's time to *spring* into action, make your home clutter-free so you can enjoy all that your house (and spring) has to offer!

Happy spring!

Francesca

Clutter-Free Garage!

Experience life in a lighter way! I suggest you start with the non-living areas of your home -- garage, attic, unfinished basement. I believe strongly that clutter in these areas sets a tone for your entire house, how you feel in it, and how productive you are. In order to live life in a lighter way, we need to clean out and clear out areas of your home, including those in which you don't spend too much time.

Picture your garage as it is now. How do you feel? How does it look to you? Can you park your car in the garage? Are you embarrassed to keep your garage open because of what your neighbors might think? If you've been using your garage to store clutter, it is time to do something about that!

Using your garage to store things can be taken too far; people end up "storing" everything without giving thought to whether they need it, use it, like it, or whether the garage is really the place for it. And it's the car that ends up being left in the cold, and without a home.

When we "store things in the garage, things are out of site, and we tend to forget about them. Clutter just builds and builds leaving you with an unconscious, heavy feeling.

It is easy to use your garage in this way if there is no rhyme or reason to how things are organized in your garage. Your garage should be organized in zones by like activities or items. For example, all of your gardening and yard care supplies should be together. All of your outside activities like biking or rollerblading, skiing or sledding should be together. These zones should be organized along the edges of the garage to leave you space to actually park your car!

If this doesn't sound like your garage, it's time to lighten your load, sort and sweep through your clutter, and get [verri organized!](#)

HOW TO...Organize your garage!

1. **Time frame.** A garage sort can often times be daunting and overwhelming. To reduce the anxiety, divide your garage into four quadrants or more if needed. Determine how long you will spend in the garage on section #1. **Giving yourself a time frame gives you a starting point and ending point and puts parameters around the project leaving you less frustrated and giving you more of a sense of accomplishment.** It is easy to get frustrated, so don't bite off more than you can chew.

2. **Materials needed.** For this sort, as with any sort of this magnitude, **you'll need trash bags, a marker, and some boxes.** Label your boxes: "garage" (you'll likely need a few boxes for this), "donate", "elsewhere", and "recycle". The trash bags are for trash, although if you don't have enough boxes, you could use bags for this as well. Label a piece of paper and attach it to the bag so it is easily identifiable.

3. **Begin the sort.** If the weather permits you might section off areas of your driveway/yard for each type of sort (i.e., "for the garage" in one area, "for recycle" in another, etc.). **Remove the items from section one of the garage and sort them into the appropriate boxes/areas.** Don't worry about where they will go in the garage. The goal here is to determine what needs to be in the garage, what is trash, for recycle, donation, or should be elsewhere in your home.

4. **At the end of your session, throw away the trash, put what is to be recycled into the trunk of your car to be taken to your donation center, and put away the items that should go elsewhere.** Then take a step back and notice the progress you made on one section and give yourself a pat on the back. As you progress, you will quickly see how much space you have in your garage.

5. **Follow through.** Continue to sort with each subsequent section of the garage. What you will be left with are the items that belong on your garage. Now **determine the zones by which you'd like your garage sorted (lawn care zone, work zone, etc.); go through each box and put items in their respective areas.** Then sort each area neatly using shelves or clear bins where necessary.

Picture your garage after this sort. **Finally, you can get what you need in your garage without wasting time, or having to dig for anything.** That time saved is time you can now spend enjoying what spring has to offer. And imagine driving home from work now, opening the garage door and driving right in. How do you feel? With a little time and some good effort your garage can be **verri organized**, and *you* will be the envy of the neighborhood.

Quick Tip:

Have your recycling bins in your garage right by the door to you house. After getting the mail, enter the house via the garage and recycle all papers, magazines, catalogs you know are junk. This prevents you bringing into your home anything you know doesn't belong!

ARE YOU...



Tired, overwhelmed, frustrated? Company losing money?

Business owners who have space, systems and employees that aren't efficient - *and therefore aren't effective* - should get verri organized!

Call 978-337-3614, or go to verriorganized.com to set up an assessment.

Spread the word...



verri organized makes a difference in many people's lives. And there are still many people who don't know about the benefits of becoming *verri organized*. **You can help!** Forward this newsletter to your friends, family and co-workers and ask them to sign up now to receive future newsletters by visiting: www.verriorganized.com