

SPECIAL REPORT

“Get Organized Now to Enjoy the Holidays: Decide, Delegate and Dump”

by Mary G. Anderson, *Family Legacy Planning Institute*



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Organizational Consultant/Coach, Author & Speaker

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This article is dedicated to discovering new ways to simplify your life in order to relax and enjoy the holiday season. The principles behind “the three D’s-- *decide, delegate and dump*” can be used throughout the year to begin to simplify your life in both your business activities and home life.

How can you make the holidays more enjoyable this year? First off, decide to relax and enjoy them! Decide to have fun and be at peace during the busiest time of the year. Next, decide how to make that happen for yourself. What is important to you? What traditions do you enjoy? Do you enjoy the decorating, the parties, and the family get-togethers? Get out your calendar and set up a plan for yourself and your family.

What parts of the holidays don’t you enjoy? Is it the shopping, the baking or the cleaning? It may be time to delegate the tasks that you don’t like. Can you shop online? Can you limit the gift giving to one gift each? Can you limit the amount of money you spend on each person to reduce your stress? Can you decide to just do a gift certificates this year or better still, just give money?

Can you get someone in to do your holiday cleaning or maybe request more support from all the members of your family? With this one you have to be able to accept the job that is done by others. If you are going to complain or redo the job they do, you’ve defeated the whole purpose and probably caused yourself more stress. This is where you decide to accept the help that is available and then let it go. So the house isn’t dusted perfectly or the bathroom mirror has streaks on it, at least you didn’t have to do it!

Can you delegate the baking to someone else this year? Can you cut back on the amount you bake? I’ve noticed in the last several years that my family and friends have given up eating a lot of the sweets and treats and I am left with lots of leftovers that I don’t want to eat either. Let the kids do the baking this year. Do the cookies really have to look perfect? If they do, can you just order a cookie tray from the local bakery? Really love the baking? Start early and put it in the freezer.

Now the tough part, decide what you can dump from your holiday routine. Do you really need to get out every decoration? Do you have to have lights outside? Do you really want to send Christmas cards this year? What can you give up or delegate in order to enjoy yourself? You have to decide for yourself. Where is your comfort zone? Here are some action steps you might consider:

Action Challenge:

- Decide to be happy and enjoy the holidays. You can’t make everyone happy, only yourself. Do all the holiday activities because you want to, not because you feel you have to.
- Decide what it is that you love to do in order to prepare for and participate in the festivities.
- Delegate the tasks you don’t enjoy and then don’t complain about how they get done.
- Dump anything that doesn’t really make a difference in the scheme of things. Just because you’ve always made cookies, doesn’t mean you have to continue to do so.
- Start new traditions. Gift certificates, family cleaning day, ordering cookies, having everyone bring a dish to holiday gatherings instead of preparing everything yourself?
- Changing just one thing this year can make a difference in your enjoyment of the holidays.

If you are the type that enjoys everything about the holidays or you really have no big part in managing all the tasks that are required to make the holidays a success, I challenge you to help someone you know with a task that you might be good at or could take care of easily so they might enjoy the holidays more.

Questions? Comments? Please contact us by telephone or e-mail [here](#).

“The universe is not going to see anyone else like you in the whole history of creation. It is up to you to become a letter, a word, a page in the book of human history...” ~Vartan Gregorian

About the Author...

Mary G. Anderson, Family Legacy Planning Institute

- Organizational Consultant/Coach, Speaker and Writer
- Certified Conflict Resolution Specialist/Mediator
- Hewlett Packard, Management Training Specialist
- Founder, Advanced Legal Training Institute & Family Legacy Planning Institute
- Producer and host of “Voice of the Valley” television show
- BA Willamette University, Secondary Teaching Credential

Family Legacy Planning Institute (Client Services & Estate Settlement Advisor)

Founder of the *Family Legacy Planning Institute*, Mary Gutheil Anderson, is an organizational consultant/coach, speaker, seminar leader and TV producer. Mary specializes in supporting clients through difficult life transitions. She offers strategies, solutions and systems to assist clients through the challenging process of dealing with unexpected and unwanted change. As a personal and business coach, Mary works with clients who are going through transitions such as grief over the passing of a loved one, life threatening illness, loss of job, relocation, divorce, feelings of overwhelm and chronic disorganization.

In the past few years, Mary has met with a series of unexpected deaths, which included four family members, including her 22- year old son, Taylor. She was forced to confront many challenging obstacles including planning funerals, settling four complicated trusts and making other difficult end-of-life choices. It was at this time that Mary also became actively involved as executor of both her parent's estate and brother's estate. She quickly learned about the grief, shock, inertia and indecision that often face executors/trustees as they try to quickly organize and access all the paperwork, deeds and property etc. that may be required by CPA's, attorneys, insurance/real estate agents or other advisors. The Family Legacy Planning Institute was created to help other individuals and families who were working through similar challenges (facing some of the same issues she had). She works in conjunction with the professional services offered by the Estate & Trusts Attorney.

Mary provides a consulting service to assist clients who are either in 1) the midst of handling a death of a loved one, executing and settling their estate and/or 2) a client who has decided to get organized and plan ahead by completing an end-of-life plan including their will, collecting their important papers and completing a checklist of final wishes. She also offers Legacy & Succession Planning services for business owners and executives as they develop their vision and successors for generations to come.

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Certified Professional Coach, Charter Member of Coachville (COACH U)
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Graduate, Life on Purpose Institute, Coaching from Spirit & Explode Your Business Income
Golden Circle Member of National Association of Professional Organizers (NAPO)
Member, International Enneagram Association (IEA)
Member, National Speaker's Association (NSA) & Member, American Society of Training & Development (ASTD)*

A Note from Mary

Are you going through a challenging period of time facing some difficult changes, health issues or sudden grief over an unexpected loss? Are you an individual seeking unbiased support and a path to manage change in your personal and/or business life? You might consider hiring a coach. Coaching is a positive, powerful investment in you, your growth and is often tax-deductible as a business expense. Contact me to set-up a complimentary 30-minute coaching call. In our time together, we'll explore the issues bringing you to coaching and determine if I'm the right coach for you!

“Most of us miss out on life's big prizes. The Pulitzer. The Nobel. Oscars. Tonys. Emmys. But we're all eligible for life's small pleasures. A pat on the back. A kiss behind the ear. A four-pound bass. A full moon. An empty parking space. A crackling fire. A great meal. A glorious sunset. Hot soup. Cold beer.” ~Anonymous

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