

# Organizational Management

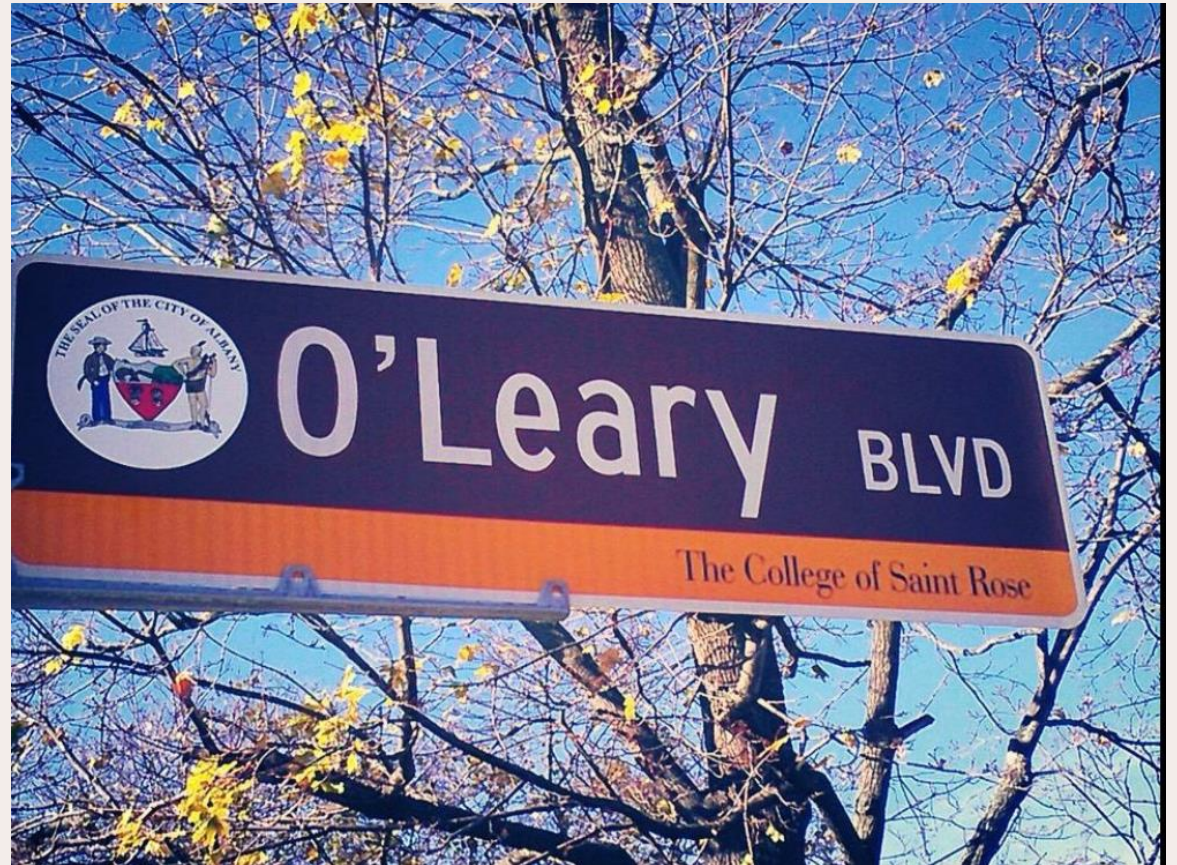
How to get it all done?

James R. O'Leary, Esq. June 2024

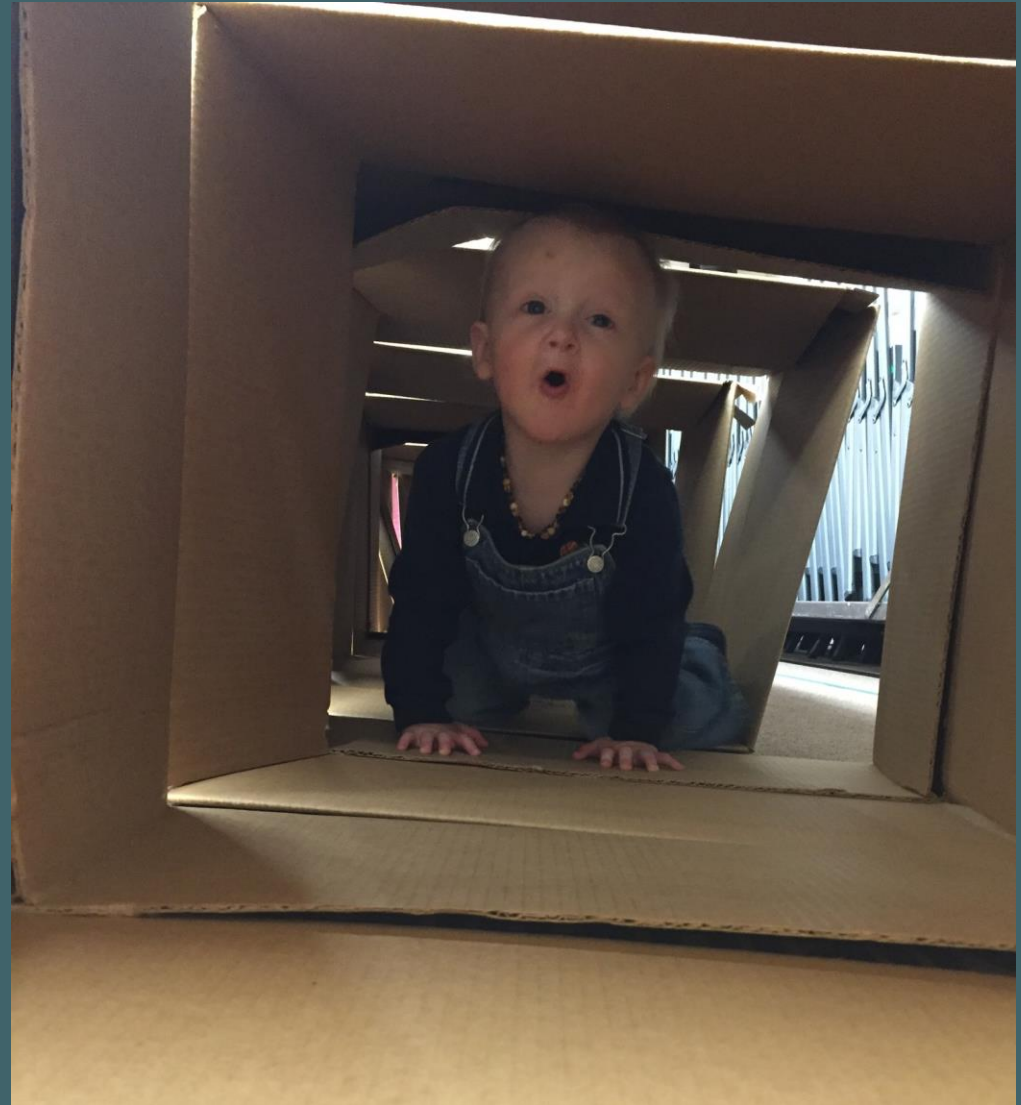


# Agenda

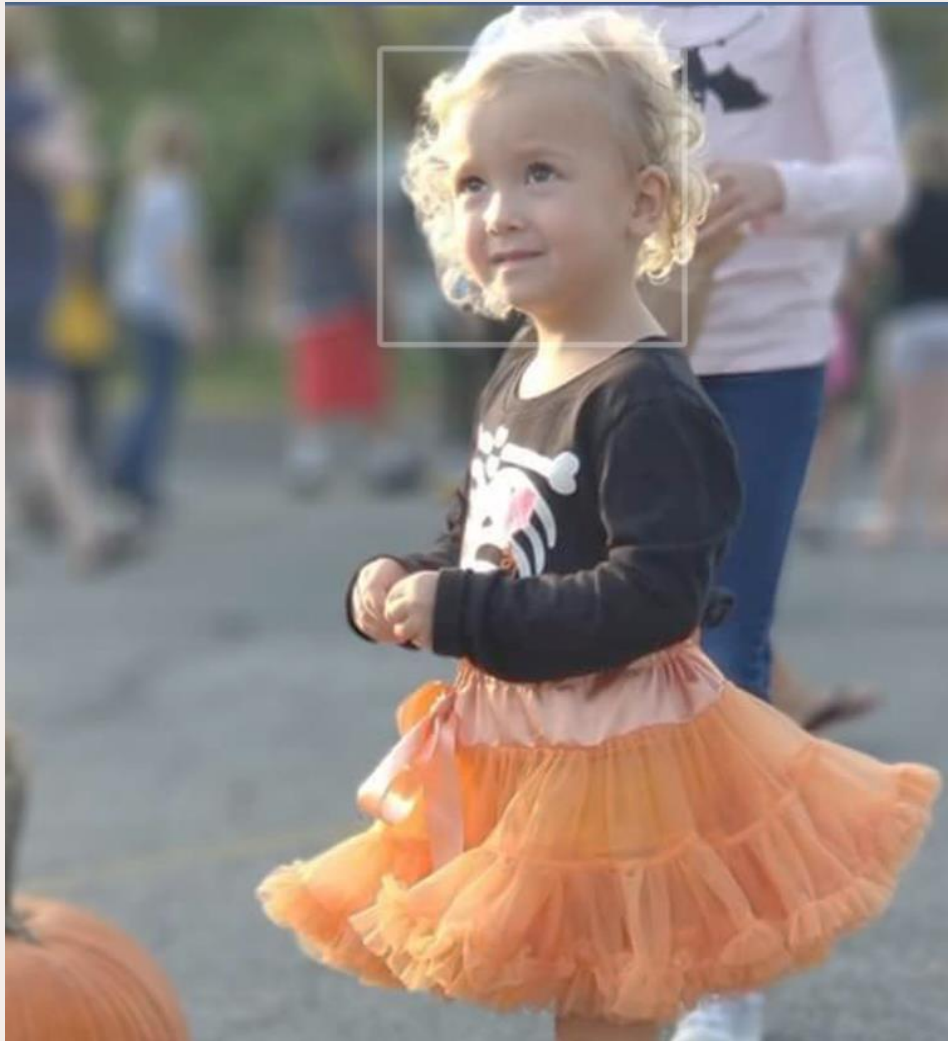
1. Introduction
2. Organization
3. Priorities
4. Balance
5. Where to find help
6. Final tips & Questions



What are  
your  
Expectations?



# Define Organizational Management?



The ability to make sense out of chaos.

# Making Sense of chaos!

- Reports that need to be done.
- Phone Calls
- Councilmembers/Trustees
- Mayor/Did I say Mayor
- Administrator
- Police
- Fire
- Public Records Requests
- Time, Deadlines and Rules!



It turns out that an eerie type of chaos can lurk just behind a facade of order - and yet, deep inside the chaos lurks an even eerier type of order.

Douglas Hofstadter  
American Cognitive and Computer Scientist

# Priorities

- What has to be done.
- What needs to be done.
- What should be done.
- What would be nice to get done.



# Balance aka Sanity

What are those things in our lives which make us have that deep sigh and truly relax?

- Family
- Hobbies
- Exercise
- Faith
- Friends





# Family and Faith



# Hobbies and Exercise



# Where can I find help?

1. Look around the room
2. Ohio Association of Public Treasurers
3. Council/Trustees
4. Speak up
5. New Job
6. New Profession

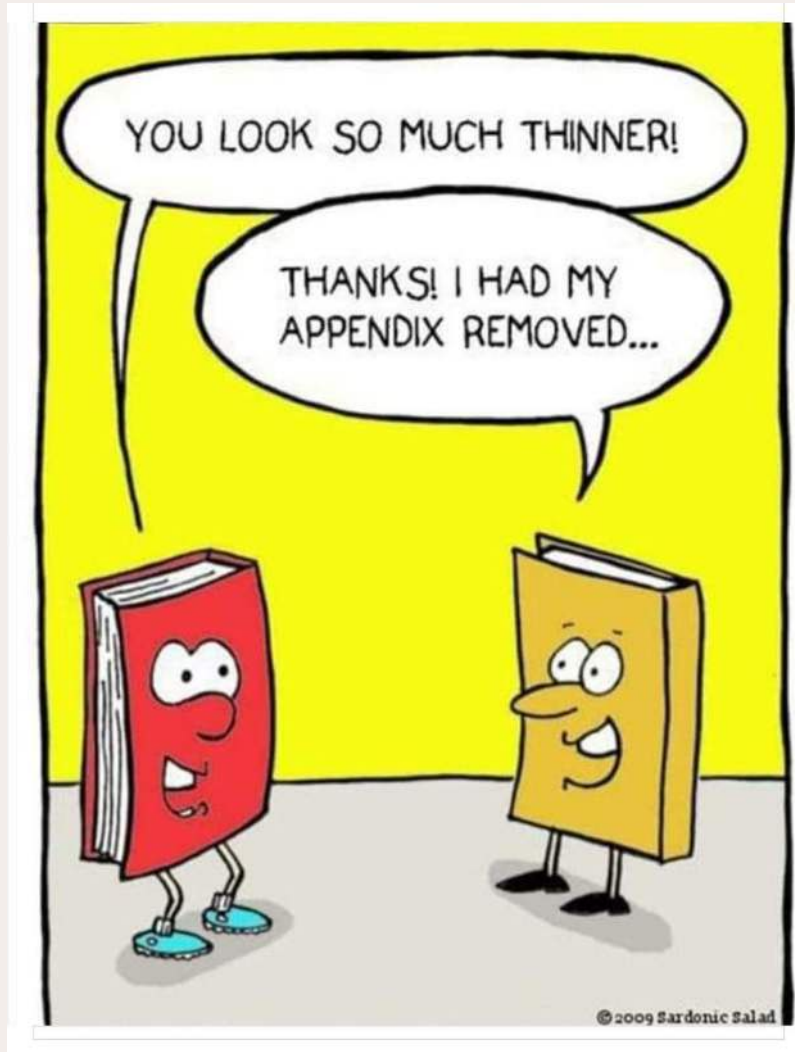


# Questions?



Your ability to perform your job duties should not come at the expense of your sanity, your family and/or your life.

Set good healthy priorities



Thank  
you

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