



# THE MINNESOTA RECYCLER

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MARCH/APRIL 2008  
www.autorecyclersmn.net

## ARM Full Member Profile Brook Park Enterprises, Ltd.

Brook Park Enterprises, Ltd., a family owned and operated business, is located in Brook Park, Minnesota. In business for 3 years, Brook Park Enterprises became an ARM member in 2007.



Brook Park Enterprises, Ltd. is situated on a 100 acre lot, of which they are currently utilizing approximately 20 acres. Says Owner Kathy Lakedon, "We have one pole shed that is 24 x 72 and a 24 x 24 combined garage and office building. We hope to put up another pole building this summer which would also include new office space. We also have plans to eventually purchase another tow truck."

Brook Park Enterprises handles about 300 cars annually and offer a 30-day warranty. In addition

to the salvage business, Brook Park Enterprises also operates a local residential snow plowing business and provide free towing for "junkers".



Brook Park Enterprises, Ltd.

her son Daniel and his wife, Kasia. Tamie Kolby is a subcontractor working for Brook Park Enterprises and is their "Jill-of-all-Trades". Offers Kolby, "Around here, Kathy is the wheel and

Says owner Kathy Lakedon, "We are a small auto recycling yard. It's family owned and operated, so it's a really fun place to work." Integral to the Brook Park team are Kathy,

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# ARM BOARD NEWS

## ARM's 2008 Board of Directors



**THE MINNESOTA RECYCLER**

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# ARM BOARD NEWS

## Automotive Recyclers of Minnesota Minutes - Board of Directors Meeting January 25, 2008 - Isle, MN

### MINUTES

**Call to Order:** The Board of Directors meeting was called to order at 7:05 p.m. by President, Dan Brekke. **Board present:** Robbie Bajari, Chris Bickmann, Dan Brekke, Randy Davis, Carl Genz, Mark Hortman, Dave Marofsky, Bud Martini, Shane Rudd. Eric Schulz arrived at 7:20 p.m. **Board Absent:** Rick Lemke. **Staff Present:** Kelly Lynch-Salseg.

*December 2007 minutes were reviewed. Genz motioned to approve the December 2007 minutes; Marofsky seconded. Motion carried.*

*Association and Foundation Financials were presented by Marofsky. Rudd motioned to approve*

*the Association and Foundation financial reports; Genz seconded. Motion carried.*

### Executive Directors Report:

**Membership:** Reported that we have one new Full Member - Brewery Road Auto Parts - Arlington. Total number of Full Members 91; Total number of Associate Members 47; Total Membership 138.

**Board:** Bud Martini assigned to the Membership Committee.

**Taxes:** MN & Hennepin County sales taxes paid. Materials prepared for accountant.

### President's Report:

Brekke gave a brief recap of the MPCA/Stormwater permit meeting held at AAA on January 9. Brekke also explained that representatives from each state (IL/IN/MN/WI) would be conducting a February site visit of North Lake Auto for the 2008 convention.

*Schulz motioned ARM approve expenditures to send Lynch-Salseg to site visit; Marofsky seconded. Motion carried.*

*Genz motioned that ARM cover the registration fee of the first 50 full ARM members to register for the 2008 Upper Midwest Auto & Truck Recyclers Convention & Trade Show; Bajari seconded the motion. Motion carried.*

**Committee Reports:** - passed.

There being no further business, *Bajari motioned to adjourn at 7:50 p.m.; Genz seconded the motion. Motion carried.*

Date and location of next meeting:  
Wednesday, April 9 - 6 p.m. Minneapolis Auto Auction facility.



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# ARM NEWS

## Message from the President By Dan Brekke

Hello everyone. What a turn out for the ARM Winter Outing! I hope everyone had a good time and were able to meet as many of our members as possible. I would like to thank the associate members that sponsored the event. Without this type of support we would not be able to provide many of the benefits that we do for our members. Thanks again - you are all just great!

In January, if you remember, ARM held a meeting with the MPCA and both ARM member and non-member salvage yards regarding the new stormwater permits. This is an ongoing process and some things are still to be determined, but the new permit seems to be something that we can all live with. We will keep you posted.

Our new MN-CAR (Minnesota Certified Automotive Recycler) Program is growing well. This program is a huge asset to our industry. In fact, the MN-CAR program has been nominated for an Environmental Initiative Award given out by MEI (Minnesota Environmental Initiative) in the Green Business and Environmental Management category. This category recognizes "partnerships designed to implement sustainable solutions to the challenges of reducing the environmental footprint of business activities, or a partnership providing solutions to environmental problems through the creation of successful business". Please, if you can, enroll in the MN-CAR program. There is a MN-CAR application included in this issue of the newsletter. Fill it out and send it in today!

Lastly, the 2008 Upper Midwest Auto & Truck Recyclers Convention & Trade Show, scheduled for May 2 & 3 in Hammond, Indiana is shaping up nicely. I'm excited to announce that at the last ARM board meeting, the board decided to provide the following benefit to our members: ARM will cover the cost of registration (\$99 per person or \$79 for 3 or more attendees from the same yard)

for the first 50 registrants (restricted to ARM full members and their employees) to register for the 2008 Upper Midwest Convention & Trade Show. I look forward to our convention and to seeing you all there!

Until then - best wishes.



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# ARM NEWS

## From the Executive Director's Desk

By Kelly Lynch-Salseg

It's that time of year again – time to start making plans to attend the 2008 Upper Midwest Convention & Trade Show scheduled for May 2 & 3! This year the event will be held at Northlake Auto Recyclers in Hammond, Indiana (about a 20 minute drive from Chicago's Midway airport).

Once again this year, the trade show, computer seminars, education and meals will all be held at the yard. Friday night is the Upper Midwest Floor Hockey Game. It is at the yard and we encourage you to attend or play if you choose. There will be four teams, one from each state (MN/IL/IN & WI). If you want to play for the Minnesota team please contact me at (612) 781-5555. The Annual Auction will be on Saturday beginning at 3:00pm. Saturday night is QCSA Night at the Majestic Star Casino for cocktails, dinner and gaming.

Some of the other highlights are:

- Craig Van Battenburg as our featured speaker bringing you the latest and greatest on hybrid cars. Truly a hands-on experience. Craig and Deb Van Battenburg on "Management Skills for Men & Women" and "The Wobbly Wheel" by Deb Van Battenburg.
- Experts discuss Out-of-Country Buyers, Should they be Stopped?
- Computer Seminars and Training will be available from all of your favorites.
- Visit by ARA Chief Executive Officer Michael Wilson.
- "Chuck a Puck" for cash!!!
- All Meals and Free Beer, Free Beer, Free Beer. Full cash bar available.

We have two hotels that are just a mile away from Northlake Auto Recyclers. Ramada Conference Center of Hammond, 4141 Calumet Avenue, 141st St & Calumet Avenue, Hammond, IN, 46320-1132, Phone: 219-933-0500 or Super 8,

4111 Calumet Ave., Hammond, IN 46320, 219-932-8888. Cutoff date for the room block is April 20 so please call soon! Hotels are providing two shuttle busses all day to and from Northlake. There is also plenty of parking at the yard if you choose to drive.

We also have several sponsorship opportunities available (look further in this issue for sponsorship categories). Please consider sponsoring an event.

The convention and trade show is an excellent opportunity to make contacts, increase visibility, promote your business, solidify existing relationships, learn new skills and have a few laughs. Yes, you'll need to leave your business for a few days and pay for travel and hotel, but the long-term benefits should far outweigh these short-term costs. And remember, all costs related to attending the show are tax deductible.

**To make it even more affordable, this year ARM will cover the cost of registration (\$99 per person or \$79 for 3 or more attendees from the same yard) for the first 50 registrants (restricted to ARM full members and their employees) to register for the 2008 Upper Midwest Convention & Trade Show. You should be receiving your convention registration packets within the next few weeks. In order to take advantage of this great opportunity provided by ARM, fill out your registration form as soon as possible and RETURN TO THE ARM OFFICE! ARM will forward your registration form to the convention committee once we have processed your registration fees.**

If you have any questions regarding this offer or the convention/trade show in general – please do not hesitate to contact me at (612) 781-5555 or autorecyclersmn@bitstream.net.

Until May 2 – take care – and I look forward to seeing all of you at the convention!

# ARM NEWS

Continued from Cover



Daniel and Kasia are the hubs." Also part of the Brook Park Enterprises



staff is Tim, who helps operate the snow plow end of the business.

Adds Lakedon, "Becoming an ARM member has really helped us as a new business. It's a great source of information. We learned about CORE PRO through our involvement with ARM."

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## Someone is Hurt at Work— What Do I Do Now? How to impact your bottom line.



By Trissel Graham & Toole

Creating a plan on how to respond to an injury at work can help organize and simplify your response if and when an injury occurs. It can help you cover all the bases. It can save you time and confusion. It will help you avoid mistakes that may trigger state penalties. And it may save your company other costly hassles, such as litigation, down the road. Here's how it works.

### You find out about the work injury

To deal effectively with work injuries, you need to look at when you are being made aware of them. This is sometimes referred to as "employer notice." It's a little trickier than it sounds.

"Employer notice" is actually when any supervisor, manager or business owner becomes aware of an injury. That can be either verbally or in writing. Or "awareness" can come in other ways—like seeing an accident, or just suspecting an injury.

You are aware of a potential work injury when:

- The injured employee, supervisor or another employee lets you know.
- You or a supervisor witnesses it.

This is important, because the day you become aware of an injury starts the clock ticking toward state deadlines by which benefits must be paid or denied. And once you're aware of an injury, you as the employer must respond.

### Find out about the Injury.

If you see, hear about or suspect a work injury, don't ignore it. Get to the bottom of it. As the employer or supervisor, you have a responsibility to ask questions. If you see an employee limping, or hear from a co-worker that someone fell, don't

hesitate. Talk with the employee. Find out the "where, when and how." This is particularly important when either you or the employee is not sure whether the injury is work-related. Take the employee complaining of a sore back: Why is his back sore? How did he hurt his back? Was it because of something that happened at work? Or did it happen at home? When did it happen?

### Document your conversation.

#### Get the employee medical care.

For emergencies, always call 911. For a non-emergency, suggest the employee go to the clinic with which you have established a relationship. This should be a clinic that understands occupational medicine and whose physicians will work with you to get the employee back to work as soon as medically possible. If you don't have a relationship with such a clinic, you can start finding one by asking these questions:

- Is the clinic close to my business?
- Does the physician understand my business and my employees job duties?
- Is the physician receptive to allowing recuperating employees to return to work with-in medical restrictions?

### Collect all the information.

You need to do some investigating of your own, find the information necessary to report the injury accurately and completely. Talk to the injured employee. You need specifics on how, when and where the accident took place. Be fair and objective. Find out whether anyone witnessed the injury. This can be a valuable source of details

# ARM NEWS

about the accident. You'll need the employee's personnel file, including:

- Wage information.
- Application for employment.
- Medical information.
- Date of birth.

While you are gathering information for the First Report, you can also help preserve evidence that may be needed later in building a legal case. Generally, for a serious injury, you should call your claims representative at your work comp insurance carrier right away so arrangements can be made to take photos of the accident site. But if for some reason you can't do that, you should take photos of the site and of any objects, tools or machinery involved. Also save any broken parts. The accident could be a result of faulty equipment, and broken parts may be useful in recovering costs

from a third party, like the machinery manufacturer. If you do take pictures or save any broken parts, tell your work comp carrier.

### Fill out the First Report of Injury form.

Be detailed when you fill out a First Report of Injury. You'll need to be as accurate and complete as possible. Pay close attention to dates. A missing or wrong date can cause big hassles later, especially if it involves timing requirements set by the state. If you get additional information after you have sent in the First Report, forward it to your work comp carrier immediately. Information you need to pay special attention to when completing a First Report:

- "Date employer notified of injury." This is the first day either you or a supervisor became aware of the work injury. It sets the chain of events in motion.

## Insurance for Auto Recyclers

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- “Date of claimed injury.” Don’t be confused by the word “claimed.” It is the actual day the injury occurred, or the first day the employee noticed he or she was hurt.
- “Date of first day of lost time.” This is the first partial or full day the employee misses work due to a work injury. This determines whether the employee receives wage-loss benefits.
- Contact information. Supply current contact information for the employee and your organization.
- Provider information. If the employee sought medical treatment, include the name and address of the provider who treated your employee.
- Wage information. This information is used to calculate benefits.

If you have sensitive information about the claim—for example, you suspect the employee did not actually hurt himself at work—do not write it on the First Report of Injury. The employee by law must receive a copy of the First Report. Instead write the information on a separate sheet of paper and attach it to the First Report of Injury form or call your claims representative.

### Off to a good start

Taking an organized, disciplined approach to reporting is a key to getting the claim off to a good start so it can be managed to a successful resolution. By taking the right steps, you will have a positive impact on your own job satisfaction, your organization, and your employees’—and their families’—wellbeing.

SFM Comp Talk, 2008

# ARM NEWS

## Simple Spill Control for Minnesota Recyclers

By David Kendziorski  
MN-CAR Program Manager

Minnesota is rich in water resources: 69,200 miles of rivers and streams, 11,842 inland lakes, and over 9.3 million acres of wetlands. The State is bordered by the Greatest of the Great Lakes – Lake Superior, Lake of the Woods, and the Mississippi River. Spills and leaks of oil, fuel, and other contaminants can threaten the ecological health of these resources, and impair their recreational and economic value.

Historically, the largest and most damaging spills have been related to pipelines carrying crude oil to the numerous tank farms and refineries along the State’s shores, and to ships and barges transporting cargo along Lake Superior or the Mississippi River. In 1979, a crude oil pipeline ruptured northwest of Bemidji and released approximately 450,000 gallons of crude oil to the environment. Cleanup continued through 2004. In November 2007, that same pipeline broke open and ignited a fire near Clearbrook in northern Minnesota that killed two employees of Enbridge Energy. In 1998, a Plummer Excavating backhoe struck a crude oil pipeline that spilled 218,000 gallons of oil into a drainage ditch that flows into the Clearwater River, leading to the evacuation of the City of Plummer. Up to 30 or more major spills occur each year on Lake Superior. In May of 1994, leaky tanks at Ashland Petroleum’s St. Paul Park facility released 130,000 gallons of gasoline to the groundwater and 1,500 gallons of oil to the Mississippi River. Many of these spills result in fines ranging up to hundreds of thousands of dollars.

While major oil spills attract media attention and raise public outcry over images of massive oil slicks, oil-coated ducks, and fish kills, small dispersed oily spills and leaks on city streets, parking lots, driveways, and industrial sites release nearly ten times as much oil to the environment, reports the National Research Council.

Automotive recycling facilities are no exception: while major spills are thankfully rare, small leaks and spills of vehicle and equipment fluids represent the number one environmental concern at recycling facilities. The government regulations and best management practices related to spill control are numerous and complicated. Several of the Minnesota Certified Automotive Recycler (MN-CAR) standards are intended to help prevent the release of fluids. These standards address:

- Fluid removal from salvage vehicles
- Fluid storage
- Storage of oily vehicle parts
- Spent cleaning solvents and washwater
- Spill kits

While each facility is responsible for complying with applicable spill control regulations, here are some simple principles that can help reduce spills:

### 1. Invest in spill prevention.

Appropriate fluid storage, preventive maintenance of equipment, environmentally safe dismantling practices, and proper storage of oily parts is less costly than cleaning up spills or paying enforcement penalties.

### 2. Absorbent socks and pads work best.

Provide an appropriately stocked spill kit wherever fluids are used or stored. There are an impressive variety of spill control products available: pillows, skimmers, granular biodegradable products, booms, drain pans, dikes, and inlet plugs. Most recyclers find that absorbent socks (usually 3” or 4” in diameter and four to ten feet long) and pads (about 20” square) work best in many different applications. Both socks and pads are relatively affordable. Skip the fancy features and specialty products and fill your spill kits with socks and pads. Many recyclers contin-

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ue to use granular clay or oil dry. Clay and oil dry are inexpensive and easy to use, but are adequate for only small spills and can be messy. If using clay, place it down and then sweep it up within an hour. Do not let it get tracked or washed away.

### 3. Oil Only or Universal?

Oil Only (usually white) absorbents will only work on petroleum products: diesel fuel, gasoline, oils, and lubricants. Universal (usually gray) absorbents will absorb all fluids: oils, fuels, water, solvents, and antifreeze. Oil Only absorbents are more commonly used at recycling facilities. Polypropylene absorbents are durable and can even be "wrung out" and reused. Cheaper socks filled with cellulose are less able to hold up to recycler abuse.

### 4. Create a culture of immediate spill cleanup.

Employees should be trained to immediately stop and clean up even minor spills and leaks. Once spills are neglected, they tend to multiply. Do not wash away, cover up, or bury spills.

### 5. Consider the option of a laundry service.

Rags, towels, pads, and socks can be laundered and reused. It is expensive, but you will avoid the cost and inconvenience of disposing of used absorbents.

### 6. Report major releases that threaten human health or the environment.

In Minnesota, you must report a petroleum

spill that exceeds five gallons. Immediately report the spill to the Minnesota Duty Officer at (651) 649-5451 or (800) 422-0798. Spills that are hazardous or dangerous should also be reported to your local emergency response agency (911). When reporting a spill, be prepared to describe the spill location, the spilled material, and any cleanup or response actions already underway. Your local community may have additional reporting and cleanup requirements. Failure to report a major spill can result in a fine of up to \$10,000 per day of violation. Having an effective spill prevention and response program can reduce the likelihood of a reportable release.

Spill prevention and control can be a highly effective practice: a good spill program should be expected to prevent releases by at least 90 percent. Those recycling facilities that fail to use good spill control practices risk regulatory enforcement action, and even worse – the cost of cleaning up a contaminated water resource.

## WELCOME TO ARM'S NEW MEMBERS

### FULL MEMBER EAST CENTRAL SALVAGE LLC

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# ARM NEWS

## How to Prepare for Your MN-CAR Audit

By David Kendziorski  
MN-CAR Program Manager

The Minnesota Certified Automotive Recycler (MN-CAR) audits will begin this Spring. Each member will be audited to determine whether the facility is in compliance with the MN-CAR standards. The auditor will also offer advice and guidance to help you correct any deficiencies. You will be contacted by telephone to schedule a convenient time to conduct the audit. At most facilities, the owner or manager accompanies the auditor. The auditor will describe the audit procedure, inspect available records, walk through the facility, and then have an exit briefing to discuss the results and any needed corrective measures. An audit report will be prepared and provided to you. Most audits last about an hour.

Here is how to prepare for your audit:

1. Review the standards in the MN-CAR Guidance Manual. If you have any questions, contact me at 920-533-5271 or dave@stormtech1.com.
2. Clean up! This is not a surprise inspection, so do a walk through before the auditor arrives. Make sure all parts are properly stored, spill kits are in place, spills are cleaned up, the eyewash station is installed, and the first aid kit is stocked.
3. Have the required documentation and paperwork readily available:
  - Business license(s)
  - Storm water permit documents, including your storm water pollution prevention plan and required monitoring records.
  - Any other environmental permits that apply (ex. - refrigerant removal, hazardous material)
  - Material Safety Data Sheets (MSDS) for all hazardous materials on site

(vehicle fluids, cleaners, solvents, etc.)

- OSHA Employee Right to Know Poster(s)
- Documentation of airbag training within the past 3 years (if you ship or deliver airbags)
- Documentation of forklift training within the past 3 years.

Once the audit is completed, follow through and correct all identified deficiencies. When there are no more deficiencies, your facility will be MN-CAR certified. The auditor will explain how you can verify that the corrections have been made. In some instances, a follow up audit will be required.

Finally, proudly display your MN-CAR certificate! It shows that your professional automotive recycling facility meets the industry's best practices.

## 2008 MN-CAR Members

*AAA Auto Salvage*  
*Aazzee's Auto Salvage*  
*Ace Auto Parts*  
*Automotive Parts Solutions*  
*Hutch Auto & Truck Parts*  
*Jerry's Auto Salvage*  
*John's Auto Parts*  
*Marco Auto Recycling, Inc.*  
*Metro Auto Salvage, Inc.*  
*Pam's Auto, Inc.*  
*Sharp Auto Parts LLC*  
*U Pull R Parts*  
*U Pull R Parts II*  
*Viking Auto Salvage*

## BUDGET AUTO PARTS

QUALITY USED AUTO PARTS



LOCAL:  
320-763-4231

5111 E. HWY 27  
ALEXANDRIA, MN 56308

NATIONWIDE:  
800-450-6500

www.budgetmn.com



## Minnesota Certified Automotive Recycler (MN-CAR) 2007 - 2008 Application Form

Owner/Contact Name(s): \_\_\_\_\_

Business Name: \_\_\_\_\_

D.B.A. (if applicable): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

*I wish to participate in the Minnesota Certified Automotive Recycler (MN-CAR) program.*

*I agree to meet the MN-CAR standards.*

*I agree to participate in the MN-CAR auditing program to verify compliance with the MN-CAR standards.*

*I understand that participation in the MN-CAR program does not qualify me as a national ARA CAR member, but that I have that option if I am an ARA member in good standing, for an additional \$50.00 payable to ARA.*

*I have enclosed my 2008 MN-CAR membership fee of \$350.00, made payable to "ARM".*

*I agree to comply with the following guidelines:*

- Be a member of ARM, and meet the membership requirements.*
- Appropriately display applicable MN-CAR program identity and promotional materials. I agree to surrender the same if ARM membership is canceled or terminated.*
- Improve my effectiveness as a business person and professional automotive recycler through trainings and seminars offered by ARM.*
- To not knowingly purchase and/or sell automotive parts of questionable origin. A MN-CAR member should take pride in his industry and business, thereby enhancing quality, customer service and confidence.*

*I understand that as the automotive recycling industry changes, the requirements to be a MN-CAR member may also change. I agree to incorporate any such changes in my business. If I fail to do so, my MN-CAR membership will be subject to termination.*

Business Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Use Only:

Date Received by ARM: \_\_\_\_\_

Disclaimer: Each automotive recycling facility participating in the MN-CAR program is responsible for complying with applicable local, state, and federal regulations. Meeting the MN-CAR standards does not guarantee compliance with all regulations that apply to the facility, nor does it provide against citizen or third party legal actions. November 2007



## REASONS TO JOIN AUTOMOTIVE RECYCLERS OF MINNESOTA

### Newsletter

- The *Minnesota Recycler* is mailed out six times yearly – free of charge
- Information about ARM members and events, legislative reports, business tips and market conditions. Member profiles, timely articles, announcements and advertisements.

### Membership Directory

- **Over 5,000 mailed** annually to every insurance adjuster, body shop, mechanical repair shop and automotive recycler known to exist in Minnesota! **FREE LISTING** to ARM members.

### Representation at the Capitol

- ARM works with local and state governing bodies on issues affecting the recycling industry.
- Provides the “eyes, ears and voice” for recyclers.

### National Affiliation

- ARM is an affiliate member of ARA- the Automotive Recyclers of America.

### ARM Foundation

- Developed to provide annual post-secondary educational scholarships to children of ARM Full members and their employee’s children. ARM awarded \$5,000 to deserving applicants last year.

### Web Site- [www.autorecyclersmn.net](http://www.autorecyclersmn.net)

- An information resource for recyclers, body and repair shops, and retail customers.
- Averages over 21,000 Total Hits a month!
- **Contact ARM** lists all officer and management names and phone numbers.
- **Calendar** lists all upcoming ARM events.
- **Members List** provides phone numbers, email and web site links to all ARM members.
- **Parts Search** area provides an opportunity for ARM members to sell their parts.
- **News Letters** archives past issues of the Minnesota Recycler.
- Site is continually improving and expanding.

### Upper Midwest Automotive Recyclers Convention & Trade Show

- Annual convention brings vendors and recyclers together in one place.
- We team up with Wisconsin and Illinois and Indiana state associations to host the best regional convention in the country.

### Products

- Plastic part bags (18 x 24) are offered to ARM members at the lowest possible price!

### MN-CAR Program (Minnesota Certified Automotive Recycler)

- The MN-CAR Program is designed to help members improve their performance as professional recyclers, and recognizes and certifies that enrolled members, passing an audit, meet specified general business, environmental, safety, licensing, and regulatory standards.

### Educational and Social Events

- Educational seminars and trainings held on subjects of interest to recyclers.
- Social events such as the annual Summer & Winter Outing bring recyclers together with an opportunity to network in an informal and fun atmosphere.

### Be a Player

- Rather than watching from the sidelines, joining ARM is an opportunity to get involved and affect change rather than being a passive non-participant.
- **For the price of your cheapest transmission sale you can get your company name in front of repair shops, auto body shops, insurance adjusters, and fellow auto recyclers for an entire year!**



# ARM NEWS

Sign up today:

## Automotive Recyclers of Minnesota Application for Membership

Company Name \_\_\_\_\_

Contact Person & Title (Name in directory) \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Whom should ARM invoice at your company? \_\_\_\_\_

If different address than above, please provide: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Toll Free: \_\_\_\_\_

E-mail: \_\_\_\_\_

In business since: \_\_\_\_\_ No. of employees: \_\_\_\_\_

Web Site: \_\_\_\_\_

ENCLOSED IS MY ARM MEMBERSHIP CHECK:

**199.00\* Full Membership**

**Note:** Full Membership in ARM is reserved for automotive dismantling facilities (salvage yards) whose location is within the state of Minnesota

**150.00\* Associate Member**

**Note:** Associate Membership is reserved for non-salvage yards, and salvage yards from outside the state of Minnesota

*Rates are based on annual membership.*

For federal income tax purposes, up to 9.5% of your investment in the Automotive Recyclers of Minnesota may be deductible as a necessary business expense (IRS Section 162). However, it is not deductible as a charitable contribution (IRS Section 10701).

Please return this form with your membership check to:  
ARM, 3333 Skycroft Circle, Minneapolis, MN 55418.

# ARM NEWS

## Scrap Commodities Market Report February 2008

### Approximate Pricing

Crushed Cars	150.00 NT
Prepared Iron	170.00 NT
Motor Blocks	160.00 NT
Aluminum Rims	0.80/LB
Aluminum Condensers	0.60/LB
Copper Radiators	1.40/LB
Aluminum Case Transmissions	0.15/LB
Dirty Aluminum	0.25/LB
Batteries	0.12/LB
Lead Wheel Weights	0.35/LB

\*This Report is for the sole purpose of informing members of current metal market activity.

\*\*For more accurate and current pricing call your scrap metal vendor.

The top yards in Minnesota are joining the

### Hotlines Network

Here's Why:

- We **sell more parts** on Hotlines
- We **buy at better prices**
- It's accurate: we hit live inventory
- Hotlines helps us collect past-due bills
- Hotlines supports ARM
- We sell parts via [www.PartsHotlines.com](http://www.PartsHotlines.com)

Join us!

AAA, Carney, Dykes, Economy Auto, Elite, Harley's, John's, Marco, Misgen, Northern, Pam's, Rite-Away, Shipman, Timm's

Hotlines is exclusively endorsed by the Automotive Recyclers of Minnesota.

## What's New With You?

**Atlas Auto Parts:** Happy Birthday Greetings to Dan Brekke – celebrating another year on April 25th.

**Behr Mason City, LLC:** Hi everyone. I would like to introduce the newest member of Behr Mason City's team, Kevin Wherry. Kevin will join our team as a new sales representative handling a good majority of the car customers and buying non ferrous and surplus materials for our car shredder. He is married and has three children. Kevin was employed for 30 years at Gerdau Ameristeel in Wilton, Iowa where his job responsibilities included buying scrap for their shredder. He also worked in the melt shop. We are proud to have Kevin join our team he will be a great asset for our company. Please help us give him a big Behr Welcome when you meet him. Thanks.

**Illinois Auto Recyclers Association:** HAPPY BIRTHDAY to Michelle Lechner celebrating another year this March. Keep workin' it girl!

**John's Auto Parts:** Join us in acknowledging the employees of John's Auto Parts who generously donated \$1500 to CEAP (Anoka County food shelf and clothes closet).

Welcome to new John's Auto Parts employee Jodi Walstrom!



Wisconsin  
Minnesota  
South Dakota

Serving Repair and Insurance  
Industries through QRP1Source Programs

**NOW AVAILABLE!** - QRP Parts Exchange Program  
Recycler to Recycler Parts Delivery **OVERNIGHT!**

Limited Membership Opportunities in MN/IA/SD/WI  
Call Bob Hoffmann at 1-888-241-0294

# ARM NEWS

## 2nd Annual ARM Winter Outing Held January 25 & 26 in Isle Minnesota

The 2nd Annual ARM Winter Outing was held at McQuoid's Inn in Isle, Minnesota on January 25 & 26. The event was attended by over 100 of ARM's full and associate members and friends.

After a bitter cold snap the prior week, it was with milder temperatures that the weekend kicked off on Friday evening with a packed house at the Hospitality Suite/Condo sponsored by Behr Mason City, LLC. A brief board meeting was held at 7 p.m., followed by lots of reveling, complete with lots of free food and spirits, that carried on into the early hours of the following day.

Early Saturday most everyone headed out to either the Northern Metal Recycling Deluxe Fish House or their own fish house, to try their luck in the Ice Fishing Contest. Although it turned out not to be the best weekend for catching big ones, it was a warm sunny day and everyone had a great time. Matt and Andy Faust of Viking Auto Salvage made a clean sweep in the Northern Metals Recycling Fishing Contest, capturing the cash prizes in all categories: first fish, biggest fish and most fish.

Many of those that chose not to participate in the Ice Fishing Contest took shuttle busses, sponsored by Wells Fargo Insurance Services of Minnesota, to the nearby casino to try their luck.

Contestants in the Integrated Recycling Technologies Chicken Wing "Cook-Off" started gathering at the Hospitality Suite in the late afternoon Saturday to begin preparing their wings. Tasting and judging began at 7 p.m. With approximately a dozen great entries in the Chicken Wing Cook -Off, brothers Keith and Scott Johnson of Johnson Auto Salvage in Faribault took the \$100 prize for "Wing Dingiest Wings".

It was another great ARM gathering. If you missed it this year, you won't want to miss the Winter Outing next year - just ask anyone that attended. There is no better or more fun environ-

ment to get to know or reacquaint yourself with your colleagues in the recycling industry. Thank you to all those who attended!

A very special thanks to all of our Sponsors. With out their support we could not have held such a great event!

*Hospitality Suite* Behr Mason City, LLC

*Ice House & Ice Fishing Contest*  
Northern Metal Recycling

*Saturday Lunch* Adolph's Converters & Cores

*Chicken Wing Contest*  
Integrated Recycling Technologies

*Casino Shuttle Service*  
Wells Fargo Insurance Services of MN

*General Sponsors*  
AFLAC  
American Solutions for Business  
Coldwell Banker Burnet  
The Connection  
Crow Wing Recycling  
Harleysville Insurance  
Hollander  
Manheim's Mpls Auto Auction  
Quality Replacement Parts  
Recycled Parts Plus  
Trissel, Graham & Toole, Inc.  
Waddell & Reed Financial  
Zurich

# ARM NEWS

## "Winter Outing Pictorial"



*A good time was had by all!*



# ARM NEWS

## SUPPORT OUR ASSOCIATE MEMBERS

<b>7TH Avenue Auto Salvage</b> 701-282-5130	<b>GreenMan Tech. of MN</b> 952-894-5280	<b>Recycled Parts Plus</b> 866-837-2039
<b>Adolph's Converters &amp; Cores</b> 763-755-7534	<b>Harleysville Ins. Co.</b> 952-829-1422	<b>Richmond Body Shop</b> 262-746-9802
<b>AFLAC</b> 952-895-5584	<b>Heartland Pymnt. Sys.</b> 651-437-2075	<b>S.C.I. Recycling</b> 763-421-1187
<b>AASP-MN</b> 612-623-1110	<b>Hollander</b> 800-825-0644	<b>Sadoff Iron &amp; Metal</b> 920-921-2070
<b>Alter Metal Recycling</b> 651-222-2751	<b>Ins. Salvage Serv.</b> 952-475-0027	<b>Trissel Graham &amp; Toole, Inc.</b> 651-379-4641
<b>American Solutions for Bus.</b> 651-322-4222	<b>Integrated Recycling Tech.</b> 877-892-9194	<b>Truck &amp; Auto Salvage</b> 701-845-3080
<b>Bayside Recycling Corp.</b> 218-628-3109	<b>Keystone Automotive</b> 800-328-1845	<b>Unishippers</b> 612-751-6334
<b>Behr Mason City, LLC</b> 641-424-9521	<b>Mike French &amp; Company</b> 800-238-3934	<b>United Recyclers Group</b> 888-874-3463
<b>Big Lake Auto Repairable</b> 763-263-2050	<b>Minneapolis Auto Auction</b> 763-315-5672	<b>Waddell &amp; Reed Financial</b> 952-345-1428
<b>Car-Part.com</b> 800-347-2247	<b>Nordstrom's Automotive</b> 800-272-0083	<b>Wells Fargo Insurance Serv.</b> 952-830-3039
<b>Chiefs Towing</b> 952-888-4944	<b>Northern Metal Recyc. (Mpls)</b> 612-529-9221	<b>Zurich</b> 913-339-1000
<b>Coldwell Banker Burnet</b> 952-432-4900	<b>Northern Metal Recyc. (St.Paul)</b> 651-224-4877	
<b>Crow Wing Recycling</b> 218-828-0048	<b>Northern Metal Recyc. (St.Paul)</b> 800-336-9155	
<b>Derson Manufacturing</b> 800-328-3613	<b>Northern Metal Recyc.(St.Cloud)</b> 800-584-9231	
<b>EZ Crusher</b> 800-328-3613	<b>QRP</b> 888-241-0294	
<b>Gerdau Ameristeel</b> 204-482-6701	<b>RJ McClellan, Inc.</b> 877-525-4589	

## ARM HAS YOUR BAGS!!

ARM has plastic bags with ARM logo available at a price that would be hard to match!!! Save money, support ARM and order from us!!

*Pick up at Atlas Auto Parts in St. Paul -OR- include \$10 shipping charge per package.*

	ARM MEMBER	NON-MEMBER	Qty.	Price
Plastic bags: 18 x 24 – 250/pkg. 3 MIL Thickness	\$35.00 + tax	\$40.00 + tax	_____ X _____	
Subtotal			_____	
Minnesota & Hennepin Cty. Sales Tax 6.65%			_____	
Shipping (\$10.00 per package)			_____	
<b>TOTAL DUE</b>			_____	

**\*\*Please note that ARM is now carrying a new, larger size bag. These bags are sold in smaller quantities per box so pay close attention to the number of bags that you intend to order.\*\***

Check made payable to ARM or credit card information must accompany order.

MEMBER  NONMEMBER

Shipping Address:

Name \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_

Billing Address (if different):

Name \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_

Payment Method:

- I have enclosed a check made payable to "ARM" in the amount of \$ \_\_\_\_\_.
- I will pay by credit card: *We accept Visa and MasterCard*

Amount \_\_\_\_\_  
 Credit Card# \_\_\_\_\_ Exp. Date \_\_\_\_\_  
 Name on Card \_\_\_\_\_  
 Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

**Mail To:**

Automotive Recyclers of Minnesota  
 3333 Skycroft Circle, Minneapolis, MN 55418  
 Phone (612) 781-5555 • Fax 612-781-7052 • Email autorecyclersmn@bitstream.net

# The Upper Midwest Convention & Trade Show

Face Off 2008 at Northlake Auto Recyclers

105 Industrial Rd, Hammond, Indiana

We are pleased to present the 2008 Upper Midwest Convention and Trade Show at Northlake Auto Recyclers in Hammond, Indiana. We are very excited about this year's convention and I'm sure you will be too by the time you're done reading this. The 2008 Upper Midwest Convention & Trade Show offers attendees an educational, fun filled and relaxing atmosphere for its trade show and convention. For one low cost of **\$99 per person (\$79 if you bring 3 or more)** attendees may attend the trade show, educational seminars, computer seminars, (on site both days) and receive all meals, (breakfast, lunch and dinner) entertainment and **free beer**. This two day event is bigger and better than ever. This event is for auto recyclers, dismantling facilities, their families and their employees. Everyone is welcome to this event.

Thursday night, please join us for the Exhibitors Pizza Party. This has become a tradition of the Upper Midwest Convention and Trade Show. Friday night is the Upper Midwest Floor Hockey Game. It is at the yard and we encourage you to attend or play if you choose. There will be four teams, one from each state. You may also sponsor a team exclusively or purchase a "radio" spot between periods where you have five minutes to tell the crowd about your product and personally invite them to your booth.

Sponsorships are available on the sponsor form. The Annual Auction will be on Saturday beginning at 3:00pm. Saturday night is QCSA Night at the Majestic Star Casino for cocktails, dinner and gaming.

On behalf of the Upper Midwest Convention & Trade Show, we look forward to seeing you on May 2 & 3. If you have any questions please contact Michelle Lechner at 877/880-2874 .



## **SPECIAL BENEFIT ARM WILL COVER THE COST OF 1ST 50 REGISTRANTS**

This year as a special benefit to our members, ARM will cover the cost of registration (\$99 per person or \$79 for 3 or more attendees from the same yard) for the first 50 registrants (restricted to ARM full members and their employees) to register for the 2008 Upper Midwest Convention & Trade Show.

You should be receiving your convention registration packets within the next few weeks.

In order to take advantage of this great opportunity provided by ARM, fill out your registration form as soon as possible and RETURN TO THE ARM OFFICE!

ARM will forward your registration form to the convention committee once we have processed your registration fees.

If you register as one of the first 50 – you must attend the convention/trade show or reimburse ARM for the registration fee.

## **Hotel information**

### **Ramada Conference Center of Hammond**

4141 Calumet Avenue  
141st St & Calumet Avenue  
Hammond, IN, 46320-1132  
Phone: 219-933-0500

### **Super 8**

4111 Calumet Ave.  
Hammond, IN 46320  
Phone: 219-932-8888

*Cutoff date for the room block is  
April 20 so please call today!!!*

# ARM NEWS

## Application for Exhibit Space

The 2008 Event is being held at Northlake Auto Recyclers in Hammond, IN, not a convention center. Please read and plan carefully to make sure your experience at this year's event runs as smoothly as possible.

### **Application Requirements:**

A nonrefundable deposit in the amount of \$200 per booth space is requested and must be received with the application, exhibitor's requirements and insurance form. Space will not be held without deposit and forms. We reserve the right to reject any application we deem inappropriate in nature. If an application is rejected, deposit will be refunded. After acceptance of an application, you will receive an invoice for the remaining fee and the trade show floor layout with your booth assignment.

### **Payment schedule:**

Payment will be due 45 days prior to the event. Failure to pay the full amount within 45 days may result in the cancellation of booth space and loss of any payments made. We accept Visa and MasterCard.

### **Cancellation Policy:**

In the event of cancellation, exhibitors will forfeit \$200 per booth deposit. Prior to April 15, 2008 the cancellation penalty will be one-half the cost per booth. Cancellations on or after April 16, 2008, and the exhibitor is entitled to no refund and all payments shall become the property of the Upper Midwest Convention & Trade show.

**Exhibitor Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/zip:** \_\_\_\_\_

**Phone#** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Everyone will have a name tag and the name tag is your access to all events. Please provide a list of those staffing your booth. You may have up to four. For each additional person there is a \$30 fee. Accurate numbers helps us to better plan for each meal.**

**Phone#** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Name:** \_\_\_\_\_

**If you are attending the Exhibitor's Thursday Pizza Party, indicate here, how many? \_\_\_\_ #**

**Please indicate you booth choice from the layout included in this packet: 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_**

Please sign and fax us this form to 815.744-2277

Sign: \_\_\_\_\_ Date \_\_\_\_\_

Please Complete Page Two of Application for Exhibit Space.

Upper Midwest Convention & Trade Show ph: 877/880-2874 \* fax: 815/744-2277

# ARM NEWS

Application For Exhibit Space, page 2

**The Venue:**

**Northlake Auto Recyclers, 105 Industrial Rd, Hammond, Indiana** is the host facility for his year's event. All events will be at Northlake Auto Recyclers.

**Exhibitor set up is Thursday between noon and 10pm. Pizza Party at 6:00 pm.**

**Tear down is Sunday from 8am until noon.**

**Hotel Information:**

**Ramada Conference Center of Hammond**, 4141 Calumet Avenue, 141st St & Calumet Avenue, Hammond, IN, 46320-1132, Phone: 219-933-0500 OR **Super 8**, 4111 Calumet Ave., Hammond, IN 46320, 219-932-8888. Scheduled Shuttle busses run on Friday and Saturday. Cutoff date for the room block is April 20 so please call today!

**Booth Space & Fees:**

The decorator will supply pipe and drape, one skirted table and one chair. Booth space is 10 x 10.

Items exhibitors will need to provide : Extension cords, power strips, TV, VCR and the like.

**Items that the Upper Midwest Convention & Trade Show will provide are:** Internet service and electricity.

**Could you please provide us with the following information?**

Extra chairs (how many)    Extra tables@ \$8.00 each (how many)

Wireless Internet: yes    no    Electricity:    yes    no

Please list any other equipment that you will be bringing that we will need to consider.

For example: forklifts, trucks, car crushers etc.

Each booth is 10 x 10.

1 booth @ \$1000 = ..... \$ 1000.00

\_\_\_\_\_ Number of booths

Add'l Booth(s)...@ \$400 ea.= ..... \$ \_\_\_\_\_

Booth Fees Due ..... \$ \_\_\_\_\_

Sponsorship Opportunities ..... \$ \_\_\_\_\_

**Total Due** ..... **\$** \_\_\_\_\_

Deposit Enclosed @\$200/booth

Or Payment in Full ..... \$ \_\_\_\_\_

Amount Enclosed or Complete Credit Card

Authorization Below ..... \_\_\_\_\_

**Complete Below For Credit Card Authorization:**

Credit Card Name \_\_\_\_\_

Credit Card No. \_\_\_\_\_

Exp. Date \_\_\_\_\_

Name on card \_\_\_\_\_

Sign here \_\_\_\_\_

Upper Midwest Convention & Trade Show ph: 877/880-2874

\* fax: 815/744-2277

### Sponsorship Opportunities

Check box to indicate your choice(s)

Breakfast Friday.....\$400

Breakfast Saturday.....\$400

Educational Sponsor Friday.....\$500

Educational Sponsor Saturday.....\$500

Lunch Friday .....\$600

Lunch Saturday.....\$600

Friday Dinner.....\$1000

Saturday Auction.....\$1000

Friday Beer Truck.....\$1000

Saturday Beer Truck.....\$1000

Friday Hockey Team Sponsors (exclusive)

Team Illinois.....\$500

Team Indiana.....\$500

Team Minnesota.....\$500

Team Wisconsin.....\$500

Company Name will be on Back of Team Jersey

"Radio" Spots between Periods.....each \$200

Radio Spots are five minutes between a period to tell the crowd about your products and invite attendees to your Booth.

Combined Amount of Boxes Checked \$ \_\_\_\_\_

# ARM NEWS

## Six Keys to Successful Investing



Derek Iverson

A successful investor maximizes gain and minimizes loss. Here are six basic principles that may help you invest successfully.

**Long-term compounding: your nest egg may get bigger, and bigger, and bigger . . .**

It's the "rolling snowball" effect. Put simply, compounding pays you earnings on your reinvested earnings. The longer you leave your money at work for you, the more exciting the numbers get. For example, imagine an investment of \$10,000 at an annual rate of return of 8 percent. In 20 years, assuming no withdrawals, your \$10,000 investment would grow to \$46,610. In 25 years, it would grow to \$68,485, a 47 percent gain over the 20-year figure. After 30 years, your account would total \$100,627. (Of course, this is a hypothetical example that does not reflect the performance of any specific investment.)

This simple example also assumes that no taxes are paid along the way, so all money stays invested. That would be the case in a tax-deferred individual retirement account or qualified retirement plan, or even if you just bought and held shares of a stock that paid no dividends. The compounded earnings of deferred tax dollars are the main reason experts recommend fully funding all tax-advantaged retirement accounts and plans available to you.

While you should review your portfolio on a regular basis, the point is that money left alone in an investment offers the potential of a significant return over time. With time on your side, you don't have to go for investment "home runs" in order to be successful.

**Endure short-term pain for long-term gain: ride out market volatility**

It sounds simple, doesn't it? But what if you've invested \$10,000 in the stock market and the price of the stock drops like a stone one day? On paper, you've lost a bundle, offsetting the value of compounding you're trying to achieve. It's tough to stand pat.

There's no denying it--the financial marketplace can be volatile. Still, it's important to remember two things. First, the longer you stay with a diversified portfolio of investments, the more likely you are to reduce your risk and improve your opportunities for gain.

Second, during any given period of market or economic turmoil, some asset categories and some individual investments historically have been less volatile than others. Bond price swings, for example, have generally been less volatile than stock prices. Although past performance cannot predict future results, you can minimize your risk somewhat by diversifying your holdings among different classes of assets, as well as different individual assets within each class.

**Asset allocation: spreading the wealth**

Asset allocation is the process by which you spread your investment dollars over several categories of assets, usually referred to as asset classes. These classes include stocks, bonds, cash (and equivalents), real estate, precious metals, collectibles, and insurance products.

For many average investors, the focus is almost entirely on stocks, bonds (or mutual funds of stocks and bonds), and cash. You'll therefore also see the term asset classes used to refer to subcate-



Robert Braun

# ARM NEWS

gories of these investments, such as aggressive growth stocks, long-term growth stocks, international stocks, government bonds (U.S., state, and

local), high-quality corporate bonds, low-quality corporate bonds, and tax-free municipal bonds.

There are two main reasons why asset allocation is important. First, the mix of asset classes you own is a large factor--some say the biggest by far--in determining your overall investment portfolio performance. In other words, the basic decision to divide your money 80 percent in stocks and 20 percent in bonds is probably more important than your subsequent decisions over exactly which companies to invest in, for example.

Second, by dividing your investment dollars among asset classes that do not respond to the same market forces in the same way at the same time, you can minimize the effects of market volatility while maximizing your chances of return in the long term. Ideally, if your investments in one class are performing poorly, you will have assets in another class doing well. The gains in the latter will offset the losses in the former, minimizing the overall effect on your portfolio.

#### Consider liquidity in your investment choices

Liquidity refers to how quickly you can convert an investment into cash without loss of principal. Generally speaking, the sooner you'll need your money, the wiser it is to keep it in investments with comparatively less volatile price movements. You want to avoid a situation, for example, where you need to write a tuition check next Tuesday, but the money is tied up in a long-term mutual fund whose price is currently experiencing a loss.

Therefore, your liquidity needs should affect your investment choices. If you'll need the money within the next one to three years, you may want to invest in short-term bonds, certificates of deposit, a money market account, or a savings account. Your rate of return will likely be lower than that possible with more volatile investments such as stocks, but you'll breathe easier knowing that the principal you invested is relatively safe and quickly available, without concern over market conditions on a given day.

**Dollar cost averaging: doing it consistently and often**

# ARM NEWS

Dollar cost averaging is a method of accumulating shares of stock or a mutual fund by purchasing a fixed dollar amount of these securities at regularly scheduled intervals over an extended time. When the price is high, your fixed-dollar investment buys less, but when the prices are low, the same dollar investment will buy more shares. A regular, fixed-dollar investment should result in a lower average price per share than you would get buying a fixed number of shares at each investment interval.

Remember that, just as with any investment strategy, dollar cost averaging can't guarantee you a profit or protect you against a loss if the market is declining. To maximize the potential effects of dollar cost averaging, you should also assess your ability to keep investing even when the market is down.

An alternative to dollar cost averaging would be trying to "time the market," in an effort to predict how the price of the shares will fluctuate in the months ahead so you can make your full investment at the absolute lowest point. However, market timing is generally unprofitable guesswork. The discipline of regular saving is a much more beneficial strategy, and it takes no mental effort or study.

#### Review your portfolio and game plan: buy and hold, don't buy and forget

Unless you plan to rely on luck, your portfolio's long-term success will depend on periodically reviewing it. Maybe your uncle's hot stock tip has frozen over. Maybe economic conditions have changed the prospects for a particular--or a whole class of--investment.

Even if nothing bad at all happens, your investments will appreciate at differing rates, so after a while, your asset allocation mix will change. For example, if you initially decided on an 80 percent to 20 percent mix of stocks to bonds, you might find that the total value of your portfolio has become divided 88 percent to 12 percent. When that's the case, you'll need to rebalance your portfolio.

Rebalancing involves restoring your original

asset allocation decisions by shifting your funds among investment classes to restore the ratios you decided on in first designing your portfolio. Many investment advisors recommend using shifts of 5 percent or more as a trigger for rebalancing. Others recommend doing it every year.

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## ARM/INDUSTRY NEWS

### Fire Breaks Out At Acme Auto Parts – St. Paul

Black smoke filled the sky around noon on Thursday, January 3, after a fire broke out at ARM member, Acme Auto Parts. Acme Auto Parts, located at 310 West Sycamore in St. Paul's North End, is owned and operated by Brian and Betty Comiskey.

Several fire engines were dispatched to the yard. Firefighters fought to put out the blaze after the fire broke out inside a building that contained flammable materials. Strong winds increased the difficulty of fighting the fire. Firefighters were able to put out the two-alarm fire around 1:30 p.m.

An Acme employee accidentally started the fire. He was drilling a hole with a handheld electric drill into a car gas tank and a spark from the drill ignited the gasoline in the tank causing the

fire. The worker was treated at the hospital for minor burns on his hands. No one else was injured.

To compound the Comiskey's woes, thieves broke into the business by crawling through a hole in the roof. The Comiskey's were sleeping in a van outside their business in order to protect their property when the burglary occurred.

The damage from the fire was devastating, destroying the office, warehouse and dismantling building. Acme Auto Parts is currently operating out of a trailer.

Our thoughts and prayers are with the Comiskies and their employee's at this difficult time.

## INDUSTRY NEWS

### Work together or fail together

A man was having a conversation with a pastor one day and said, "I would like to know what Heaven and Hell are like."

The pastor led the man to two doors. He opened one of the doors and the man looked in. In the middle of the room was a large round table. In the middle of the table was a large pot of stew, which smelled delicious and made the man's mouth water. The people sitting around the table were thin and sickly and appeared to be starving. They were holding spoons with very long handles that were strapped to their arms and each found it possible to reach into the pot of stew and take a spoonful. But because the handle was longer than their arms, they could not get the spoons back into their mouths.

The man shuddered at the sight of their misery and suffering. "Can't you do anything to help them?" he asked. The pastor said, "You have seen Hell."

Then they went to the next room and opened the door. It was exactly the same as the first one. There was the large round table with the large pot of delectable stew. The people were equipped with the same long-handled spoons, but here the people were well nourished and plump, laughing and talking.

The man said, "I don't understand."

"It is simple," said the pastor. "It requires but one skill. You see, they have learned to feed each other, while the greedy think only of themselves."

That's what I call teamwork. The boat won't go if we all don't row. No one is more important than the team. The key is how to build the team and make it more successful.

Don Shula, the winningest coach in NFL history, was asked how he was so successful. He said: "I try to find out as much as I can about every player on my team and then try to get the most out of him and blend these talents into a team."

Rick Pitino did the same when he took over as

coach of a struggling University of Kentucky basketball team and led them to a national championship. During the first day of practice, Pitino sat all the players down and asked them how close they were with their teammates. They all said, "Oh, we're real close, coach." Then Pitino proceeded to ask each player about his teammates. Do you know what their fathers and mothers do? How about brothers and sisters? And not one person knew a thing about their fellow team members' families.

Many business leaders preach, "Know your customer." How about "Know your team?"

At MackayMitchell Envelope Company we often utilize a questionnaire called the Mackay 33 for Managers. It's designed to provide a personal profile of the likes, dislikes and unique individual needs and qualities of each of our employees. It is based on observation, not investigation, and is intended to motivate people and design individual career paths. We want to know their goals and aspirations. What motivates them? What are they most proud of achieving? What are their strengths/weaknesses? Do they have proper role models and do they like to teach? Are they team players?

We also developed a Mackay 33 for Employees, which gets into company attitudes toward employees.

Both forms are available for free on my website, HarveyMackay.com. Just click on "Advice" and scroll down to "Leadership."

Finding good employees is easy. Getting them to work as a team is another story. It's up to management to provide an atmosphere where teamwork is encouraged and expected.

A salesman is driving on a two-lane country road in a rainstorm and gets stuck in a ditch. He asks a farmer for help. The farmer hitches up Elmo, his blind mule, to the salesman's car and hollers out, "Pull Sam, pull!" Nothing happens. He again yells, "Pull Bessie, pull." Still nothing. "Pull Jackson, pull." Still nothing. Finally he hollers,

### "100 Percent Recyclable Vehicles Is Detroit 3 Target"

Detroit Free Press (12/25/07)

Detroit's automakers—Ford Motor, Chrysler, and General Motors—are working toward a goal to make vehicles as close to 100 percent recyclable as possible through the U.S. Council for Automotive Research's Vehicle Recycling Partnership, according to a late December announcement from Ford.

"Ford has been implementing recycled content on our vehicles for several years," stated Ford's manager of recycling planning Dan Adsit. "In addition to using significant amounts of recycled metals, we include nonmetallic recycled content in vehicle parts such as battery trays, splash shields, engine fan shrouds, and carpet." Ford referred to U.S. Environmental Protection Agency statistics indicating that over 95 percent of all end-of-life vehicles in the United States are processed for recycling compared with 31 percent of all plastic drink bottles and 52 percent of all paper. Auto recycling accounts for over one-third of all ferrous scrap in America's scrap processing industry, according to Ford, which claimed that about 85 percent of a Ford vehicle is recyclable.

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## INDUSTRY NEWS

“Pull Elmo, pull.” And Elmo rips the car right out of the ditch.

The driver is confused and says, “I don’t understand. Why did you have to call out all those different names?”

“Look, if he didn’t think he had any help, he wouldn’t even try!”

**Mackay’s Moral:** Give your employees the ingredients to feed off each other’s successes.

*Reprinted with permission from nationally syndicated columnist Harvey Mackay, author of the New York Times #1 bestseller “Swim With The Sharks Without Being Eaten Alive.”*

### EPA Issues New Rules for Steel Mill Scrap Buys

Dec. 18 — U.S. steel mills using electric arc furnaces will have to purchase their scrap metal feedstock from recyclers that participate in an EPA-approved program for the removal of mercury switches from automobiles.

The U.S. Environmental Protection Agency issued new standards Dec. 20 that will require the steel mills to use scrap purchased from recyclers participating in the National Vehicle Mercury Switch Recovery Program, which requires recyclers remove mercury-containing switches from scrap vehicles before they are flattened, shredded and melted to make new steel. The switches, used in car electrical systems prior to 2003, can release mercury into the air when melted in steel mills.

The new requirement will prevent the release of five tons of mercury into the air each year, according to the EPA.

Details about the mercury switch recovery program are available online at [www.epa.gov/mercury/switch.htm](http://www.epa.gov/mercury/switch.htm).

*Reprinted with permission of Waste News.*

### Canon Ruling Could Affect the Entire Recycling Industry

A recent Japanese Supreme Court ruling on a patent infringement suit involving ink cartridges may have far-reaching impacts for the recycling industry. The ruling, which came on Thursday, November 8, found in favor of Canon Inc. in the company’s suit against Recycle Assist Co., a company which recycles ink cartridges, refilling them and selling them for 20 to 30 percent less than new ink cartridges, according to an article published in Asia Pulse.

Japan’s Supreme Court concluded that the recycling of Canon cartridges violates the corporation’s patent rights, making this the first ruling in Japan to acknowledge patent infringement involving recycled products. The decision states that making new products through the processing of patented products violates patent rights.

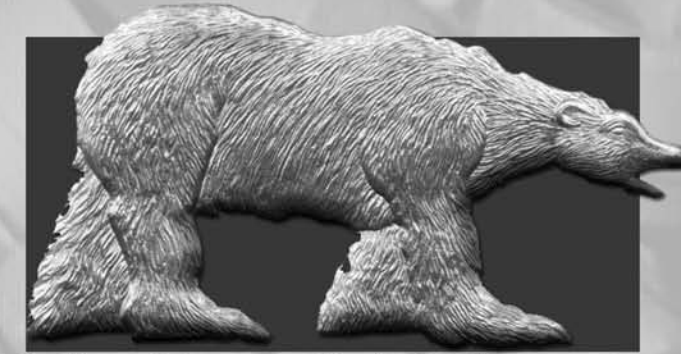
The concern, according to the article, is that automobile manufacturers could cite the case in efforts to curb parts recovery, potentially creating extensive difficulties for the automotive recycling industry. Is this such a stretch? The web site of a major automobile manufacturer says that “salvaged crash parts are parts recovered from totaled vehicles. Since you don’t know where they came from, there could be issues with quality.”

While there are many ‘chop shops’ out there tarnishing the reputation of the automotive industry, ARA is here to represent the legitimate, first-class businesses who provide quality used parts and superior service. The goal of the association is to discredit harmful claims such as that of the automobile manufacturer quoted above and change the industry’s image to reflect the forward-thinking, environmentally friendly businesses dedicated to superior practices.

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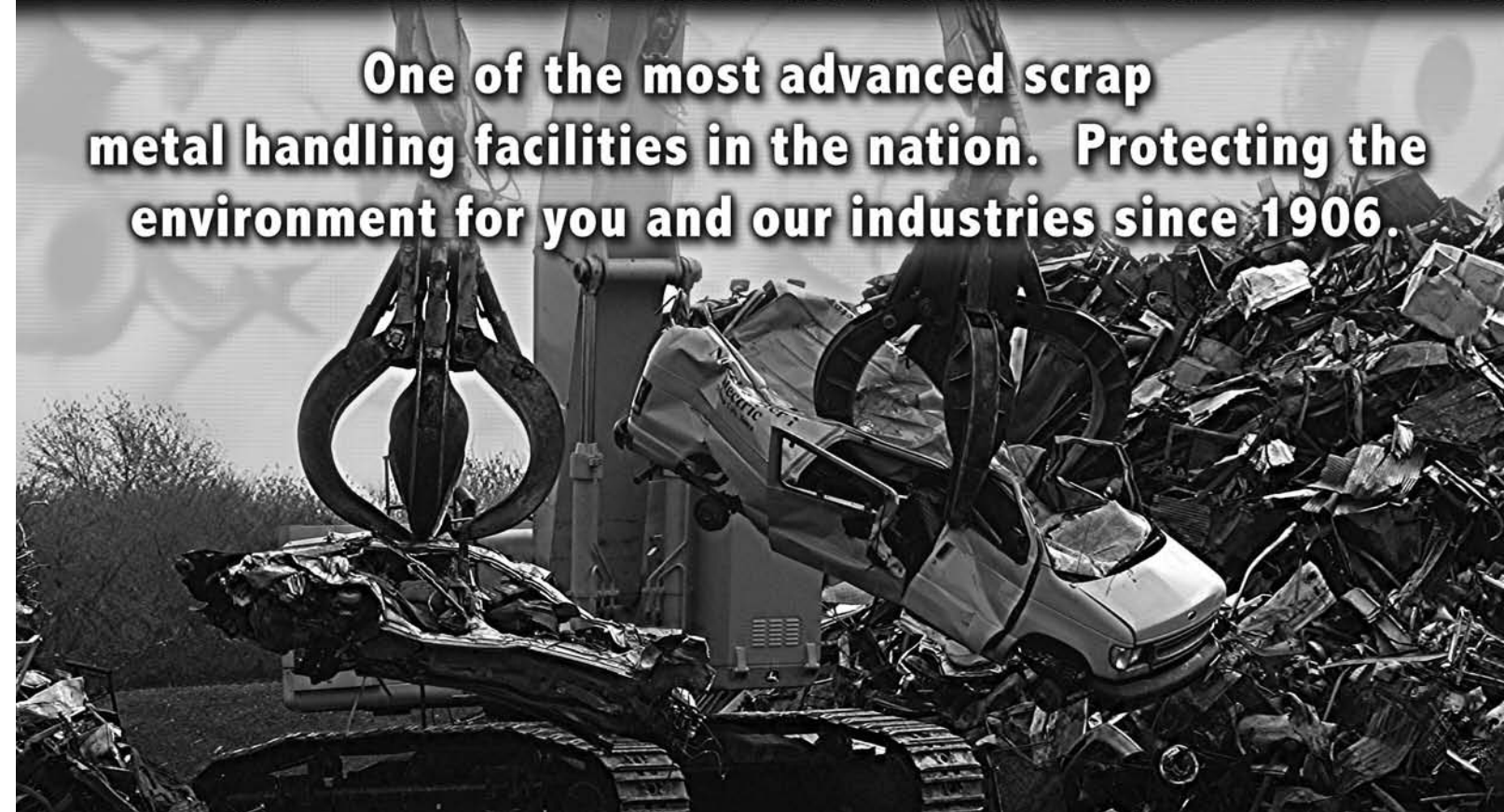


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