

Feel free to share.
May 2010

Quote of the Month

*The constitution only guarantees the
American people the right to pursue happiness.
You have to catch it yourself.*

Benjamin Franklin

21st Century Management/Leadership Cues for Current and Aspiring Leaders

Consider Letting Employees Resolve Conflicts on Their Own

As the manager/supervisor, you sometimes get in the middle of a workplace conflict between two employees either within the department or between one of your employees and the employee of another area. The next time, before getting involved, ask yourself the following. Should I immediately get involved? Is it the best approach? Does it empower the employees and teach them needed skills? Does it send the message I want to send about how we expect people to resolve problems?

Too often, when a third party gets involved, you end up with a “he said/she said” type of back and forth that is time consuming and frustrating for all. The parties involved, when supervisors/managers step in, can also become fearful of repercussions, which can further aggravate the situation or chances of polarization. It can also send a message that reporting on others to the supervisor/manager is the way we do things and that the manager/supervisor is the problem-solver of choice instead of encouraging/empowering those involved to settle it themselves. While mediation by the supervisor/manager can certainly be a helpful tool at some stage, why not start with the simplest approach, where possible?

Consider, instead, asking the employees to resolve it for themselves and give them a date for getting it done. Some good tools to share to educate employees about how to do that can be found at http://spot.pcc.edu/~rjacobs/career/resolving_workplace_problems.htm or www.ehow.com/how_4546513_resolve-conflict-angry-coworker.html . If you plan to mediate these situations, consider attending the mediation training offered by IUPUI HR Training and Organization Development.

Of course, if the nature of the conflict is such that your judgment indicates you must step in rather than asking the employees to resolve the issue, do so. Be cautious, however, of listening to the first party (whether that's the employee or the employee's supervisor) to report a problem and acting on it without talking to the other party.

Work/Life Partner Activities & Information of Interest

Work/Life programming is about wellness, career/personal enrichment, dependent care, education on things that affect your personal life (finances, home maintenance, legal issues, etc.), information for families/singles, ideas for better balancing your work and life and more. In a nutshell, it's about providing information that you, as a whole person need/want. Since HRA's Work/Life office cannot meet all these needs, we are happy to let you know of work/life-related opportunities that other organizations on and off campus are offering, along with other general information.

Health, Wellness & Safety

Wellness Tip of the Month (from 101 Ways to Wellness by Wellness Council of America)

Eat a healthy diet. You've likely heard about the Mediterranean diet (lots of fruits/vegetables; whole grain breads; using olive or canola oil; etc.), so you might want to see what the Mayo Clinic has to say about it at

<http://www.mayoclinic.com/health/mediterranean-diet/CL00011>.

Local Food Guide

Help local farmers and eat healthy, fresh food that wasn't trucked across the country (thus avoiding all that fuel consumption/air pollution). To learn about where you can buy fresh-off-the-farm meats, eggs, vegetables, cheeses, honey, flowers and more; CSAs you can join; where farmers' markets are located; where to find organic produce; etc., visit

http://www.indyfoodfarmfamily.org/Documents/IFFFC_100_Food%20Guide_lores.pdf.

Thanks to Colleen McCormick for sending this my way.

Free/Low-Cost Fitness Class in Various Parks

Many Indy parks offer aerobics and group walks. To learn which do, visit

http://www.mchd.com/iim_program.htm.

Quit Smoking

IU partners with Free & Clear Quit for Life to offer a smoking cessation program to full-time IU employees and their family members 18 years of age or older. FMI -

<http://www.indiana.edu/~uhrs/benefits/cessation.html>. IUPUI students have access to free smoking cessation counseling by calling Cindy Budyn at 274-5419.

Not a Member of INShape Indiana Yet? Here's How to Join

IUPUI is part of INShape, so we encourage you to join IUPUI's INShape group. To join, visit www.INShape.IN.gov. Go to bottom left and click on "Over 85,000 members have joined..." Where it asks for "employer," type in IUPUI-[your department, exactly as it appears at http://www.hra.iupui.edu/hra/worklife/wl_inshapedepts.asp or IUPUI-Other, if your department is not on list]. Click on "Submit." Questions? Contact Maggie Stimming at mstimmin@iupui.edu or 274-5466.

Get Out, Get Moving

Once again we have nice weather (at least on many days), so now is the time to go outside and get some exercise. Throw a Frisbee; train with family or friends for a charity walk-a-thon; bike to the grocery, sporting events, or the library; play tag; toss a ball; talk a walk at a neighborhood park, etc. Remember to check with your doctor before starting any exercise program.

IndyGo Launches New Bike and Ride Campaign

Think about using your bike a few times a week to get to work or run errands. This low-cost transportation alternative can help you save money while you get fit for summer and reduce the carbon emissions in our air. All IndyGo buses are equipped with bicycle racks and the IndyGo system has great connectivity to many of the city's most popular recreational hotspots. For training information on how to load and unload a bicycle on an IndyGo bus, visit the [How to Ride](#) page of the IndyGo website.

Celebrate National Bike Month –Indy Bike to Work Day is May 21st

IUPUI urges everyone who is able to safely bike to work to do so or try cycling just for fun/fitness. We won the Bike to Work Day Corporate Challenge (based on which employer had the bicyclists with the most miles ridden) a few years ago. Let's do it again! If you want to be part of **Team IUPUI** for Bike-to-Work Day, go to <http://www.bicycleindiana.org/biketoworkmonth/indianapolisbiketowork.html>, scroll down to complete all sections of the form (it's easy to miss part of the form), and click where it says "Submit." Since IUPUI has many employer addresses, just list your own specific office address. List me (Maggie Stimmin) as team captain, although if anyone else would like to be captain, let me know. Also, let me (mstimmin@iupui.edu) know that you've registered, so that I can communicate with you on anything that relates to our team's participation in the event. General Corporate Challenge information is at <http://www.bicycleindiana.org/biketoworkmonth/btwdcorporatechallenge.html>.

Experienced cyclists will lead rides from eleven different locations to the Circle. FMI on the led rides, visit <http://www.bicycleindiana.org/biketoworkmonth/btwdgrouprides.html>. This might be a good opportunity for those who are thinking about biking to work, but are unsure of routes or would like to find others to ride with.

If you ride to the Circle that morning (with or without being part of a Corporate Challenge team), you'll enjoy free bike parking, breakfast, giveaways and cycling information. For general information about Bike to Work Day Indianapolis, visit <http://bicycleindiana.org/biketoworkmonth/indianapolisbiketowork.html>. Questions? Call 466-9701.

If you want to join the IUPUI Bicyclists e-mail list, let me (mstimmin@iupui.edu) know.

Ride in the Mayor's Bike Ride on June 5th

Join Mayor Ballard on a 12-mile ride to highlight the new Allisonville Road bike lanes on Saturday, June 5th. Bring friends and family! Free bicycle helmets will be given away, while supplies last. The ride will start at Allisonville Elementary School, 4900 E. 79th. Registration forms and details at: www.mchd.com/bikeride.

CPR and ACLS Training Available

Learn lifesaving skills! BLS (Basic Life Support) and ACLS (Advanced Cardiac Life Support) courses are available to ALL IUPUI students, faculty and staff. Both layperson and healthcare provider courses are offered. For more information on dates and classes, call 274-8731, the School of Dentistry Continuing Education Office.

Vitamin D

According to the MedlinePlus Web site, a lack of vitamin D can lead to osteoporosis or rickets and also has a role in your nerve, muscle and immune systems. You can get vitamin D from exposure to sunlight (though be cautious due to danger of overexposure), from foods (eggs, saltwater fish and liver are good sources as are some enriched milk and cereal products) and from supplements. Breastfed infants, as well as people who are older, obese, have had gastric bypass surgery or who have conditions such as Crohn's, cystic fibrosis and liver diseases might need more vitamin D. Check with your doctor to see if your level of vitamin D needs to be checked to see if you are deficient. Many people are surprised to learn that their levels are not sufficient.

Personal/Home/Family/Financial Life

Scam Artists Using Health Insurance Reform Passage to Sell Fake Insurance Policies

It did not take the scam artists long to take advantage of the new health insurance reform legislation. Some have attempted to make dishonest profits by urging consumers to obtain coverage in a non-existent 'limited enrollment' period that they falsely claim was made possible by the new legislation. There will be some new options (high-risk pool for those who can't get insurance due to a pre-existing condition, for example) in September but, in the mean time, consumers should beware policies that are time limited, offer limited benefits, or advertise themselves as necessitated by health insurance reform.

It's Critical to Know A Child's Developmental Milestones

When does the average child smile, wave "bye-bye," crawl or walk? When is he/she ready for toilet training? The answers to these and much more can be found at <http://www.cdc.gov/ncbddd/actearly/milestones/index.html>. It's critical information because it allows you to compare your child to the average and determine areas you need to talk to your family doctor about and determine if help is needed. It's important to remember, however, that even those who do things at a later age can still be perfectly normal; we are each unique individuals. Another reason that knowing about milestones is critical is to prevent child abuse, which often results when adults expect children to be able to do things they are just not capable of and then punish them for their inability.

Useful Items for Caregivers

Picture memory phones, chair lifts, large font day/date clocks, anti-scalding devices, confounding door locks, various alarms, automatic medication dispensers, memory

stimulation products, games for visually impaired and more can be found at the Alzheimer's Store - <http://alzstore.com>. Don't let the sponsor's name fool you, the person you give care to doesn't have to have Alzheimer's disease for you to find many of these products useful.

This Summer, Help Your Kids Avoid the Achievement Gap

A study done of The Johns Hopkins University and reported upon in Malcolm Gladwell's book *Outliers: The Story of Success*, found that disadvantaged children depend more on school-like experiences (like high-quality summer camps, reading books, library programs, etc.) in order to stay on track academically and avoid the summer slide (actually losing reading ability over the summer vacation). Therefore, I encourage you to get your kids to the library, search out high-quality programs (at libraries, parks, etc.) and get your children involved, whether you think they're disadvantaged or not. If you want to read a short article about the Johns Hopkins study, visit

<http://www.jhu.edu/~gazette/2007/16apr07/16vaca.html> . Here are some places to look for events/activities -

<http://www.indy.gov/eGov/City/DPR/Programs/Pages/programs.aspx> ,

<http://www.sportcomplexcamps.iupui.edu> ,

<http://www.imcpl.org/events/index.php?action=search> or <http://www.indyschild.com> .

IndyGo Updates

IndyGo is exploring options that include service cuts for fixed routes and ADA Open Door service as well as related staffing reductions. Service changes may include reductions in frequency, reduced hours of operation and even route eliminations. Public hearings on the proposed service reductions will be held May 20 at the Indianapolis Convention Center, 100 S. Capitol Ave, in rooms 101 and 102. Two sessions will be held—one during the workday (11:30 am – 1:30 pm) and one in the evening (5:30 – 7:30 pm).

Free and Fun/Interesting

Monument Circle Walking Tours, Fridays and Saturdays at 11:00.

Impossible Jazz Collaboration, May 2, 2:00, Indianapolis Artsgarden (inside Circle Centre). FMI, call 631-3301.

500 Festival Kick-Off, May 3, Noon, Monument Circle. FMI -

<http://info@500festival.com> .

500 Festival Mini-Marathon Expo, May 6, 4-8:00 and May 7, 10-9:00, Indiana Convention Center. <http://info@500festival.com> or 262-3400.

Indiana Farm Machines, May 6, 5:30-6:30, Indiana State Library. FMI -

<http://www.in.gov/library/events.htm> or 232-3675.

Free Family Night at Children's Museum, May 6, 4-8:00. FMI, call 332-3322.

Young Actors Theatre – Little Women, May 6, 6:00 p.m. Central Library, Clowes Auditorium.

IDADA First Friday Art Tour, May 7, 6-9:00. FMI - <http://www.idada.org>

Young Actors Theatre – Wizard of Oz, May 8, 11:00 and May 9, 3:00, Central Library Clowes Auditorium.

Young Actors Theatre – Pride & Prejudice, May 8, 3:00 and May 13, 6:00, Central Library Clowes Auditorium.

Naturalist on the Loose, May 9, 2-3:00, Holliday Park, 6363 Spring Mill Road.

Classical Music Concert, May 16, 2:00, Central Library.

Alair, May 22, 1:00, Indianapolis Arts garden (inside Circel Centre). FMI, call 631-3301.

Indiana Iris (flower) Show, May 22, 1-4:00, Holliday Park, 6363 Spring Mill Road.

500 Festival Kids' Day, May 23, Noon-4:00, Monument Circle. FMI -

<http://info@500festival.com> or 972-3378.

Monika Herzig, May 23, 2:00, Indianapolis Arts garden (inside Circel Centre). FMI, call 631-3301.

Flag for Heroes, May 29, 3:30-5:15, Indiana War Memorial. FMI - <http://www.in.gov/iwm> or 727-6714.

Drum Circle, May 29, 2-5:00, Garfield Park. FMI – 327-7077.

500 Festival Parade, May 29, noon, downtown parade route (Meridian just north of circle, etc.). <http://info@500festival.com> or 614-6130.

Family Fun Day, May 30, 1-5:00, Holliday Park, 6363 Spring Mill Road.

Composting Saves Landfill Space and Enriches Gardens

A compost pile requires browns (dead leaves, twigs, hay, straw), greens (grass clippings, vegetable waste, fruit scraps, coffee grounds) and water. Things to keep out of your compost pile include (black walnut tree leaves/waste because they contain a substance that can be harmful to other plants); coal/charcoal ash; dairy products (butter, egg yolks, milk, sour cream yogurt, for example) and fats, grease and oils (because they create odor and attract insects); diseased or insect-ridden plant waste (because the disease or insects might harm other plants), pet waste (can contain parasites, bacteria, etc. that can be harmful to humans) and yard/tree waste treated with pesticides and herbicides. For a more comprehensive list of what/what not to compost, as well as how to create a compost pile, visit

http://www.epa.gov/osw/conserv/rrr/composting/by_compost.htm#nottodo . Other information (science, FAQs, etc.) can be found at <http://www.epa.gov/osw/conserv/rrr/composting/index.htm> .

Becoming More World/Culture Wise

~ May is Asian-American and Jewish-American Heritage Month ~

Selected Holidays of Note (Source: University of Kansas Medical Center Web site)

May 1 – Beltane (Celtic)

May 1 – National Day of Prayer (U.S.)

May 5 – Cinco de Mayo (Mexican)

May 9 – Mother's Day (U.S.)

May 9 – Victory Day (Russian)

May 13 – Ascension Day (Christian)

May 17 – Armed Forces Day (U.S.)

May 18 – Shavuot (Jewish)

May 19 – Malcolm X's Birthday (African-American)

May 21 – Holocaust Memorial (Jewish)
May 23 – Declaration of the Bab (Baha'i)
May 29 – Ascension of the Bab (Baha'i)
May 31 – Memorial Day (U.S.)

Ethnic/Cultural Festivals/Events/Classes

Note: I gather information from a variety of sources. Some sources include contact information, cost, etc. and others don't, so please excuse the sometimes less than comprehensive information.

Local

St. Benno Fest (German), May 1, 6-11:30, Athenaeum, 401 E. Michigan St. Food, music, dancing, beer tasting; \$20 Admission. FMI - 776-2633 or kmccart531@aol.com .
Bands in the Biergarten – Count (formerly Dr.) Bop & the Headliners; May 1, 8:00; various dates/times; Athenaeum, 401 E. Michigan St. FMI on this and other upcoming bands (everything from jazz to German to calypso), visit <http://www.athenaeumfoundation.com> and click on "Upcoming & Past Events." If you haven't experienced music in the Athenaeum Biergarten, you haven't experienced a special part of downtown Indy.

Asian Art of Paper Folding, May 1, 1 p.m. Warren Branch, Indianapolis-Marion County Public Library.

Indonesian Shadow Puppets May 1, 2 p.m. Eagle Branch, Indianapolis-Marion County Public Library. Children ages 8 and up and adults are invited as artists lead participants in creating a traditional shadow puppet using simple materials.

Strassenfest, April 29-May 1, downtown Terre Haute at Ninth and Cherry Streets., FMI - <http://www.terrehauteoberlanderclub.org/strassenfest.html> .

Nepantla: Caught Between Two Worlds, performance by [Olga Loya](#) May 1, 7:30 p.m. \$15. Indiana History Center, 450 West Ohio Street. "Storyteller Olga Loya tells of her experience growing up Mexican-American in Los Angeles, trying to choose between the Latino and Anglo cultures. More [here](#)."

Shodo - Japanese Calligraphy, May 6, 6:30 p.m. Franklin Road Branch, Indianapolis-Marion County Public Library.

Chinese Ceramics, May 8, 2 p.m. East Washington branch, Indianapolis-Marion County Public Library. Children ages 10 and up and adults are invited to view and create examples of Terracotta warriors and Chinese ceramic forms.

Lunafest: Short Films By, For & About Women, May 5, 5:30 – Registration/Reception, 6:00 – Showtime. \$5 (students only \$1 with ID), IUPUI Campus Center.

Performance by Hiromitsu Agatsuma, May 8, 7 p.m. \$15. Tobias Theater, Indianapolis Museum of Art, 4000 Michigan Road. Renowned musician Hiromitsu Agatsuma brings his contemporary take on the tsugaru-shamisen, a traditional Japanese three-stringed instrument, to Indianapolis. Marvel as he infuses the traditional sound of the shamisen with modern musical influences of blues, rock, dance music, folk, flamenco, and funk.

Togo 50th Independence Celebration, May 8, 7:30 p.m. Walden Hall, Holy Angels School, 740 West 28th Street. \$25. FMI, [email](#) or Dabrice, 523-4193. An evening filled with Togolese cuisine, African fashion, entertainment & more.

[Shodo - Japanese Calligraphy](#), May 12, 6:30 p.m., Pike Branch, Indianapolis-Marion County Public Library.

[Ceilidh](#), May 12, 6:30 p.m. Regularly scheduled meeting of Scottish Society of Indianapolis at Indianapolis Latvian Center.

[Maifest and Weinprobe](#), May 12, 7:30 p.m. \$12. Regularly scheduled meeting of [Indiana German Heritage Society](#). Athenaeum, 401 East Michigan Street. FMI - [Claudia Grossman](#), 274-2330. Dr. Ruth Reichmann will give a presentation on Bavarian May Day customs, and Giles Hoyt will conduct a German winetasting, concluding with the grand finale of a traditional Maibowle." [Shodo - Japanese Calligraphy](#), May 13, 6:30 p.m. Irvington Branch, Indianapolis-Marion County Public Library.

[Facing Challenges with Compassion and Wisdom](#), presentation by the Dalai Lama. May 14, 9:30 a.m. \$25. Conseco Fieldhouse, 125 South Pennsylvania Avenue. FMI - [Indiana Buddhist Center](#).

[Cabaret with Lori Ecker.Indianapolis \(German-American\) Liederkrantz](#), 1417 East Washington Street. FMI - [email](#) or 266-9816.

[Filipino Parol](#), May 15, 2 p.m. Fountain Square Branch, Indianapolis-Marion County Public Library. Artists from the Indianapolis Art Center will lead attendees in creating small paper lanterns out of reed, watercolor prints and specialty paper. During the festival of lights in the Philippines, paper parol or star lanterns are hung throughout cities and villages.

[Music and Dance of India](#), May 15, 3 p.m. Clowes Auditorium, Central branch, Indianapolis-Marion County Public Library.

[Shodo - Japanese Calligraphy](#), May 19, 7 p.m. Warren Branch, Indianapolis-Marion County Public Library. Individuals of all ages are invited to try the ancient art form of Japanese calligraphy.

[Filipino Parol](#), May 20, 6 p.m. Brightwood Branch, Indianapolis-Marion County Public Library.

[Shodo - Japanese Calligraphy](#), May 20, 6 p.m. College Avenue Branch, Indianapolis-Marion County Central Library.

[Indonesian Shadow Puppets](#), May 23, 2:30 p.m. Lawrence Branch, Indianapolis-Marion County Public Library. Children ages 8 and up and adults are invited as artists lead participants in creating a traditional shadow puppet using simple materials.

[Japanese Suminagashi Prints](#), May 25, 6 p.m. Decatur branch, Indianapolis-Marion County Public Library. Children ages 5 and up and adults are invited to create their own Suminagashi style print. Children under age 8 must be accompanied by an adult.

[Chinese Ceramics](#), May 27, 5 p.m. Haughville branch, Indianapolis-Marion County Public Library. Children ages 10 and up and adults are invited to view and create examples of terra cotta warriors and Chinese ceramic forms."

[Summerfest](#), May 30, 5 p.m. \$3. German Park, 8600 South Meridian Street. The band is the Knappers. German dinner a la carte from the on-site kitchen.

Regional/U.S.

[English/Spanish Musical Fun for Infants Thru Age 5](#), May 9, 3:30-4:30 p.m. Free.

Mathers Museum of World Cultures, 416 North Indiana Avenue, Bloomington.

Sponsored by the Center for Latin American and Caribbean Studies. Yuriria Rodriguez

will present this family-friendly event. Children will be able to participate at their own level, singing in English and Spanish, moving, listening, watching, or exploring musical instruments, and adults will be able to learn ways to share fun music activities with their children at home, regardless of their own musical experience.

[Women of Color Conference](http://www.spelmanwomenofcolorconf.com), May 12-13, Spelman College, Atlanta, GA. FMI - <http://www.spelmanwomenofcolorconf.com>

[German Events in U.S.](http://www.germanworldonline.com/index.php/calendar) - <http://www.germanworldonline.com/index.php/calendar>
[Yiddish Summer Course](http://www.indiana.edu/~swseel), June 18-August 13, IUB's Ballantine Hall 502. FMI – 812-855-2608 or <http://www.indiana.edu/~swseel>. The priority deadline has already passed but, last I heard they were still accepting students.

[International Tall Ships Challenge](http://www.sailtraining.org/tallships/2010greatlakes/index.php), from late June to late August at various Great Lakes locations. If you love hearing sails flapping in the wind and seeing ship designs from all over the world, this is a must see. FMI -

<http://www.sailtraining.org/tallships/2010greatlakes/index.php>. There are also **internship opportunities for students and recent graduates**. FMI info on internships - <http://tallshipschallenge.wordpress.com/2010/02/16/asta-internship-opportunity-for-summer-2010/#more-1222>.

Get Involved in the Community: Volunteer Opportunities/Civic Engagement

Comment: You might wonder why I include a section on volunteerism in this newsletter. I believe that partnering with the community we work and live in is a win/win. The organization you work with gets the value of your services. It potentially allows you, the volunteer, to network and build relationships with other people, explore one of your passions, learn a new skill, experience a leadership role, get the great feeling that you get for making a contribution and have fun. Is that reason enough to include this section? ☺

Want to Build Your Leadership Skills? Serve on a Board/Committee

[Prison Greyhounds, Inc.](#) is a new greyhound rescue group in Indianapolis. They need a CPA with non-profit experience on their volunteer board who can help with setting up books and paperwork, etc. If you fit that description or know someone who does, contact mmypadilla15@hotmail.com.

[Heart in Education Teacher Outreach \(HETO\)](#), a local non-profit focusing on education and professional development, is searching for a CPA with non-profit experience to serve on its board on a volunteer basis. FMI, e-mail amandaborshoff@yahoo.com or call (317) 748-1588.

Career/Professional/Personal Enrichment/Recognition/Funding

Ways to Communicate That WON'T Win You Friends or Allow You to Have Effective Influence

- Avoid discussing your concerns as they arise so that later you explode in an angry manner and hurt yourself and others.

- Be defensive, even when the criticism is constructive and designed to help you learn and grow.
- When something happens that you don't like, obsess over it and stir up negativity among your coworkers.
- Decide that you are always right and others are always wrong and never give in or compromise.
- Assume the worst of others.
- Don't listen, but instead roll your eyes and prepare your defense.
- Criticize and blame others rather than accepting responsibility.

Source: Heather Duprey of Ball State University

Stepping Stones of Women in Leadership Luncheon

Dr. Flora Hammond will share her career journey on Friday, May 21, 11:45-1:00 in IUPUI's Fairbanks Hall, room 5005. To register, visit <http://faculty.medicine.iu.edu/programs/stones.html> .

Notes

If someone forwarded this Work/Life e-newsletter to you, you picked it up via the Web or link or received a paper copy and want to subscribe to receive online, just send a note to mstimmin@iupui.edu.

Note: In order to provide as many good resources as possible to participants, we will often acquire speakers and informational pieces from a variety of sources and will list Web sites of various companies/organizations. We do not necessarily endorse the persons/companies/organizations whose information we use or whose Web sites we list (though we have done some basic research to try to ferret out reputable organizations, of course). The information we provide is not intended to be advice, simply information. Be a wise consumer and do the appropriate research before using the goods/services/information of any of these companies/organizations/sites.

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