

ShapiroCM

QUARTERLY NEWSLETTER, 2019Q2

Project Accolades



Nunzio Petraccoro, Amjed Alzanga and Antonio Rivera just completed Community Center improvements in Manhattan. The tenant utilizing the space is Union Settlement, an East Harlem organization founded in 1895 that brings education, wellness and community-building programs to the neighborhood.

CMAA Luncheon



ShapiroCM President Jay Shapiro, (not pictured) Operations Manager Rob Lautato and Project Engineer Ajay Mulareedharan attended the January CMAA NY/NJ Owner's Symposium Luncheon "A Panel Discussion of Owner's Expectations, Tools and Successes in All Forms of Project Delivery".



ShapiroCM NY/NJ Dinner

Members of our corporate staff and our New York and New Jersey teams celebrated a successful 2018 and toasted to a strong 2019 at The Washington House in Basking Ridge, New Jersey on January 26th. We strategically planned a post-holiday party to make it less stressful for employees to get together.

GSA Northeast Region Team Lead Eina Chin at right with members of her team: Paul Kimball, Vadim Asadov, Scott O'Neill and Fred Ibesi. HR/Marketing Manager Nancy Popkin at left.



All of the party pictures are posted on the employee portal of our website.



Join us for a Canoe/Kayak Trip down the Delaware May 19th!
Click [here](#) to RSVP.

ShapiroCM "South" Employee Dinner

On March 8th our employees in Arlington, VA and Washington, DC gathered for an annual dinner at Rustico in Ballston.



Attendees included: John Ferri, Louise Shapiro, Alan Walker, Parson's Brett Crozier and his wife Nicole, Guillermo Arrazola and his wife Maria, Mark Boatright, Rob Lautato and Holly Fisher. Not pictured: Omar Yousif, Nancy Popkin, Jay Shapiro, Mark Campbell (Parsons). More photos are in the employee portal of the website.

Wellness & Professional Development

- There are only 24 hours in a day. And although we may wish for more time for work, play and family, our time is finite. How we use our time can determine how successful we are in all aspects of life. Employees have asked us to make space in this newsletter for information about personal self-development. To that end, we will share information that we hope is helpful to all of us. We won't waste your time with mundane advice. To that end, check out [this video on time management](https://www.youtube.com/watch?v=-Qy2vist-XQ). It provides some unique ideas. (<https://www.youtube.com/watch?v=-Qy2vist-XQ>) If you don't have time (hahaha), here are some useful tidbits:
- Do your Most Important Task (MIT) first thing every day – before checking email. Our brains are sharpest in the morning
- Work from a calendar, not a to-do list. To-do lists it says are the graveyard for unimportant things.
- Strategize around your procrastination. Anticipate the way you will procrastinate something, and then set yourself up so you can't or won't.
- Shut off phone notifications and intentionally check your phone at intervals you've set, rather than be distracted by messages.
- Schedule meetings for the afternoon, since the most productive time is the morning, you'll reserve the morning for your MIT.
- Create a morning routine that sets you up for a great day. Tony Robbins, and every other mega-successful person points to a morning routine they swear by that sets them physically, emotionally, mentally and spiritually for the day.

Have you signed up with our EAP?

In 2019, We added a new employee benefit, an EAP – Employee Assistance Program. The EAP provider, ACI, can help you and your immediate and extended family with unlimited phone counseling, financial counseling and personal referral services for just about anything. All your communication with ACI is confidential. All the information on how to access the benefits can be found through the employee portal on our website ShapiroCM.com.

ACI has a series of videos on YouTube that they call a management training series. I thought the conflict resolution video was worth watching. You can see it [here](https://www.youtube.com/watch?v=jpihBP8tS_Y). https://www.youtube.com/watch?v=jpihBP8tS_Y

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