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Inside AICPA, October 16, 1995

American Institute of Certified Public Accountants (AICPA)

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October 16, 1995

**Staff
Anniversaries**

Congratulations to the following staff members who last week celebrated various anniversaries with the Institute:

Anniversary

Domenic Lofaso	Production - Periodicals	12th
Al Man	CPE Program Development - Self-Study	12th
Desmond Thompson	Accounting	9th
Barbara Capek	Information Technology	8th
Susan Frohlich	Personal Financial Planning	5th

**Please
Welcome**

Hadassah Baum - Technical Manager - Management Accounting. Before joining the Institute, Hadassah worked for The Institute of Management Accountants as the Director of Academic Development.

**Electrical
Shut-Down**

Harborside's building management will be performing service work to the buildings electrical switchgear on Saturday, October 21 and Saturday, October 28, 1995. The AICPA Harborside premises will be closed to all staff on these Saturdays. You can make arrangements with Joe Ciccone in New York in the event you need to work.

Thank you for your cooperation.

**Pension Statements
Distributed
Week**

Look for pension information attached to your pay check this week. Annual pension statements show the benefits already accrued and benefits projected at age 65. Anyone with a question regarding his or her pension should contact the Retirement Plans Administrator Rich Bruder at extension 3482.

**Leukemia
Association
Fundraiser**

Tonight, October 16, 1995, from 5:30 pm to 8:30 pm, Markers Restaurant in the Harborside Financial Center will host a benefit for the Staten Island Leukemia Association in memory of former AICPA employee Jeff Orton. Donations of \$25.00 (which are 50% tax deductible) are accepted at the door.

Inclement Weather Information

In the event of a severe storm, widespread transportation disruption, or other emergency, to find out whether or not the Institute's office hours are changed or if the office is closed, N.J. and N.Y. employees should dial either **(212) 596-6088** or **(201) 938-3858**. You will hear a recorded message authorized by President Melancon announcing any change to our standard hours of operation. This message, which is accessible 24 hours a day, represents the official word on office operations. The responsibility for calling this number to determine whether the office hours are changed or if the Institute will be closed rests with each member of the staff. Staff members can also tune in to News Radio 88 on the AM dial for office closing information. If it becomes necessary to shut down during regular business hours, cost center heads will be notified.

Put Safety First on Halloween

Halloween is one of the year's most enjoyable events for children, but Halloween can be hazardous as well as spooky. Here are some measures parents can take to keep the night a festive one:

- * Help your children select costumes that are brightly-colored so they can be seen by auto drivers. Adding reflective tape helps.
- * Face painting obstructs vision less than a mask does. If a child wants to wear a mask, be sure he or she can see well with it on.
- * The costume that your child wears should not be so cumbersome that he or she is likely to trip over it.
- * Other parents will appreciate your thoughtfulness if instead of giving out candy as treats, you give out inedible presents such as crayons, erasers and magnets.
- * Feed your children dinner before letting them out to trick-or-treat. They will be less likely to munch on goodies they receive. Make it clear that they should eat nothing they receive until you have had a chance to inspect it.
- * A parent or older sibling should accompany small children as they trick-or-treat. Each child should carry a flashlight, but they should be instructed not to shine it in the eyes of motorists.
- * Children should never approach a house that does not have outside lights on.
- * Older children who want to go trick-or-treating with their friends should receive these additional cautions: Cross the street at the crosswalk, and don't cut through yards. Never go inside a house unless it is the house of a family friend. Stay in your own neighborhood, and limit trick-or-treating to a two- or three-block area.