

Wig Shop to become 'Trade Shop'

The Fashion/Textile team in the department of Historic Trades has developed a rotating schedule in order to present a variety of 18th-century trades.

On July 2 the Wig Shop will become the tailor, then the wigmaker, then the mantua maker. Each trade will be in residence for three to four months.

Sound confusing? Just remember that it is wigmaking with new offerings sandwiched in between.

To put this plan into effect, the members of the Fashion/Textile team did extensive research and development towards the "new" crafts. Some members worked extra hours to allow their co-workers to prepare and develop the new interpretations and shops.

Best wishes to the Fashion/Textile team: **Joyce Hedgepeth, Janea Whitacre, Terry Lyons, Elizabeth Hay, Max Hamrick, Regina Blizzard, Betty Kelly and Rick Hill.**



Mapping exhibit at Wallace Gallery

More than 50 maps and antique instruments are on display in "Mapping Colonial America, 1570-1776," a new exhibit at the DeWitt Wallace Decorative Arts Gallery.

The exhibit displays maps and atlases used by colonial explorers and explains surveying and land measurement techniques begun in the 16th century.

"Maps are among the most revealing and fundamental artifacts pertaining to the discovery, colonization, and early history of this nation as we know it," said

Margaret Pritchard, curator of prints and maps.

Curators Margaret Pritchard, Ginny Sites and designer Rick Hadley will be on hand for a series of employee open house sessions in the museum's changing gallery.

The sessions will be 8 - 8:30 a.m., 12 - 12:30 p.m. and 5 - 5:30 p.m., Monday, July 1. To attend, meet Brenda LaClair at the back entrance of the Wallace Gallery at 8 a.m., noon, or 5 p.m. in the Public Hospital lobby.

Turn principles of excellence into action

If you found the "In Search of Excellence" seminar helpful, you won't want to miss "Tom Peters' Excellence, 1991," Thursday, July 25.

This one-day seminar helps you apply the latest principles of excellence-oriented management. You'll gain specific skills and strategies on:

Speed! Speed! Competing in time. Informal, face-to-face communication is replacing the passing of memos up and down the hierarchy. How today's largest organizations are regaining speed and flexibility. Why and how to replace proposals with pilots.

Leading a quality revolution. Innovation for quality improvement must move beyond lip service, not just in "creative" areas like R&D or marketing, but in accounting systems, inventory, vendor relations and every corner of the organization. Creative swiping—why, how and where to "steal" ideas you can use in your department.

Creating radical new organizational models. Examining new organizational designs: What's better about them? How do you adopt the best in your office?

This seminar is new. If you attended the previous excellence seminar you won't hear the same things rehashed.

For registration and for more information, contact Missy Byrd at ext. 7119.

Earn \$60 rebate by exercising!

If you exercise in a paid, structured program, you may be eligible for the Exercise Incentive Rebate.

The rebate is processed quarterly and included in your paycheck. If you exercise, call Sue Houser at ext. 7029 #6 and request that a Rebate Card be mailed

to you. Document a minimum of eight hours of exercise a month and earn \$5 a month or \$60 a year! Hours may not be recorded retroactively. The 1991 third quarter begins Monday, July 1. Imagine getting \$60 a year for taking care of yourself!

What's happening

- ✓ Nimble Thimbles, Mondays, 5:30-7 p.m., Woodlands Caucus Room. For information call Brenda Pruitt at ext. 7658.
- ✓ Fencing, Tuesdays, 5:45 p.m. PTB.
- ✓ Lecture: "Search for Martin's Hundred," Friday, June 28, 4 p.m., Wallace Gallery.

Look for your new Employee Information Statement in July

The Employee Information Statement, a new computer-generated form, will be in your hands by early July.

The statement contains three sections:

- information about you,
- information about your job,
- information about your benefits.

It will be given to you in a sealed envelope by your supervisor.

Please check the information about yourself, such as your name, address and phone number for accuracy. This ensures that you receive up-to-date benefits information, annual earnings statements and other important communications.

Double check to be sure that your date of birth, number of dependents, education and marital status are correct. This information is used to measure future benefit needs.

If you have corrections, make them on the statement and return it to the Records Room. When the Records Room makes the changes, they will send you a new form for your personal files.

If all the information on the sheet is correct, simply keep the statement for your personal files.

More information about this new form comes with your first statement. Read it carefully. If you have questions or need more information, call ext. 7027.

Employee Arts and Crafts Show and Sale September 28 & 29

The annual employee Arts and Crafts Show and Sale takes place on September 28 and 29, which is also Family Weekend at The College of William and Mary.

The Arts and Crafts Show Committee looks forward to good customer attendance and plans to promote the show in the William and Mary football program and local newspapers.

Plan now to be a part of this fall's show. Please contact your Hospitality and Courtesy representative to obtain an application. Deadline for applications is September 1.

Jewelry sale

To promote their selections of sterling silver jewelry, Tarpley's Store, the Golden Ball and the Mary Dickenson Shop in the Historic Area will hold a special sale through July 15.

All sterling silver bracelets, earrings, brooches and rings will be 25% off their regular price. This sale is opportunity for employees, dependents and retirees to take advantage of traditional Williamsburg fashion, since the employee discount applies to the initial sale price. Just show your valid ID.

Suggestion system marks first year

The suggestion committee for the division of Facilities and Property Management marked its first anniversary with a luncheon last week in honor of those who submitted awardable suggestions over the past year.

The Facilities and Property Management Suggestion Committee was established to collect, evaluate and research suggestions from division employees for making things easier, safer, better and less expensive for the division.

More than 80 suggestions submitted since last June were reviewed in monthly meetings by the suggestion committee. Of the 19 suggestions cited as awardable, 12 already have been implemented. Another 17 suggestions were referred to other departments because they fell beyond the division's responsibilities.

About three-fourths of the suggestions deal with safety and operational concerns or guest convenience. The remaining quarter address aesthetics, employee convenience, revenue and other areas.

Those recognized for submitting one or more awardable suggestions were **Audrey Christian, David Coleman, Robert Cowling, Catherine C. Cox, Royce D. Hairr, Leonard D. Hubbard, Ronald R. Jordan, Gail Lipscomb, W.W. (Bill) Martin, Philip D. McCormick, Louis McKinney, Jerry L. Napier and Roger Rapp.**

F&PM employees who want information on how to use the F&PM Suggestion System, can call ext. 7093.



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Get healthier for \$8.25 a week!

How many times do you go out to eat lunch during the week? How many times a day to you "attack" the vending machines for drinks and/or snacks?

Put your money to use for you! Join the next Weight Watchers at Work Program beginning Wednesday, July 3. Control your weight and what you eat. Don't let food control you!

Weight Watchers teaches good eating habits, provides sound nutrition information and encourages you to exercise, all in a positive and supportive group setting.

Meetings are led by a trained leader on Wednesdays from noon to 1 p.m. on Colonial Williamsburg property. Employees, retirees, spouses and friends are invited to attend. The registration cost for the 12-week session is \$99 (only \$8.25 a week).

To register or for more information, please call Sue Houser at ext. 7029 #1. Join the team fighting the "Battle of the Bulge." You can win!

Lodge Country Buffet a brand new offering

The Williamsburg Lodge is offering its guests a new buffet concept beginning July 5.

Called the "Lodge Country Buffet," it replaces the venerable "Chesapeake Bay Seafood Feast" on Friday and Saturday nights in July and August. The new meal is an attempt to better serve the needs of the Lodge's summer guests, who are mostly families.

The buffet, which includes dessert, is \$12.95 for adults, \$6.50 for children ages 5 to 12, and free for children 4 and under.

Sample menu items include fresh corn chowder, white & red cabbage slaw, fried chicken, fried catfish, corn pudding, yam potatoes and pecan, baked ham, ginger spices cake and baked apple caramel.

The *Extra* is published weekly by the Communications Department. Deadlines are 5 p.m. every Tuesday. Call Sally Riley, ext. 7968, for assistance. Send announcements via interoffice mail to *CW News Extra*, GBO. Or, FAX them to Sally Riley, ext. 7702.