

**ShirleyFineLee.com**  
**Meeting Wizard**



Meeting Facilitation  
Team Building  
Time Management



**Website [ShirleyFineLee.com](http://ShirleyFineLee.com) has moved** to a new service provider, so please let me know if you see any problems I may need to fix. I will be changing some details on the website as I learn the new editing tool.

As I make service and product updates I may change some of the tab titles at top of screen. In the near future, some items you may see change are currently under: Coach, Facilitate, Train, and Serve tabs. I will be evaluating the removal of Books (both business and other genre) and Tools options as the items I plan to keep selling are in under Store. My removal decision will be based on how many people use the other links to download flyers. I will be publishing at least two new books this year and need to know if the flyers help my readers make a decision to buy or share. Therefore, if you use the Books or Tools links, review the Store and let me know if you think I should keep the other two. For those not familiar with the Media link, that is where you can download free audio or video related to my primary topics of meeting and time management.

**Book reviews needed.** I know several people on my mailing list have read my books and use the principles taught in them at home and on-the-job. If you have read any of my books or e-books, please post an Amazon review as this helps other potential readers know if they should check it out.

**A few newer blog posts** that you may want to review include:

- [Ten Habits of Effective Sellers](#)
- [Managing Time for Homework and School Activities](#)
- [Six Success Zones for 21st Century Leaders](#)

If you have not begun your goal setting for 2016 yet, you may want to check out the post [Setting Smart Goals for New Year](#) or visit some of the other posts on [goals](#).

Thanks!  
Shirley