

THE FRANKLIN FIVE

- RAID YOUR PANTRY FOR EXPIRED FOODS**
Non-perishables eventually perish, believe it or not, and there are probably some items in your pantry that are no longer safe (or delicious enough) to eat. Take an hour or so to empty it, examine the labels, and toss out whatever has expired. Also take a good look at what's close to its expiration date so you can make a conscious effort to use it in your upcoming menu, to avoid wasting it.
- DECLUTTER YOUR WORKING SPACE**
Whether you work at a desk or a garage, take time to analyze your space and decide what you can do to make your work easier. Pick up some containers to sort and organize your space, and throw out anything that is in the way.
- PREPARE YOUR TAX MATERIALS**
Nobody ever wants to do this, but getting it out of the way sooner rather than later will let you stress a lot less when it's time to file. In fact, if you get them to your accountant by mid-February, you could get your refund before the federal tax-filing deadline even arrives. Spring vacation anyone?
- MAKE AN ANNUAL BUDGET**
This month, track what you spend each day in your planner so you'll know where your money is going. Decide what you need to spend, where you can save, and determine to stick to your plan.
- TRACK YOUR RESOLUTIONS**
The year is just beginning. This is the ideal time to list the goals you'd like to achieve this year. Write your resolutions in your planner and break them down into reasonable steps with time-specific deadlines.

MY FOCUS FOR THIS MONTH

KEY DATES

- 1 New Years Day
- 4 National Trivia Day
- 6 National Cuddle Up Day
- 8 National Vision Board Day
- 10 National Clean Off Your Desk Day
- 17 Martin Luther King Jr Day
- 19 National Popcorn Day
- 21 National Hugging Day
- 23 National Handwriting Day
- 28 National Blueberry Pancake Day

WEEKLY OBSERVANCES

- 9-15: Universal Letter Writing Week
- 16-22: Hunt for Happiness Week

MONTHLY OBSERVANCES

- Walk Your Pet Month
- National Blood Donor Month
- Be Kind To Food Servers Month