

Six Simple Ways to Save Money on Your Heating Bill



1. Keep the heat inside by closing draperies at night. During the day, open them up to let the sun shine through and warm your home. You can also cut heat loss by caulking and weather-stripping doors and windows.
2. Avoid overheating by setting the temperature as

low as you can and still be comfortable. For every degree you lower the setting for an eight-hour period, you'll save one percent on your energy bill. Using a programmable thermostat can save you even more money. Set it to lower the temperature at night and when no one is home.

3. Check the filters in your furnace at least once a month. This will improve the efficiency of your existing furnace.
4. Close the damper on your fireplace when not in use to prevent heat from escaping out the chimney.
5. Use ventilating fans only as needed. Venting fans in bathrooms or above stoves can blow away a house full of warmed air in just one hour. Turn them off as soon as the room is cleared.
6. Up to 20 percent of your heating energy can be lost through a ceiling that is not well insulated. Ensure that your home has proper insulation to keep your home warm in the winter and cool in the summer.

Have A Question For Us?

We love to hear from all our good friends and clients who enjoy reading our monthly newsletter. If you have a question related to off-site document storage, shredding, media vaulting, or document imaging, please feel free to give us a call or send us an email.

(888) 893-6054 or info@pacific-records.com

Thoughts from Richard Steed

February is the month of Groundhog Day, which is really a polite way of saying “the dead of winter.” But this often downplayed or outright overlooked holiday, gave me pause to think. Like the groundhog, I have a choice. I can peek out from my burrow and say, “Yuck, it’s the dead of winter,” and hole up for another six weeks. Or I can say, “Yeah! Days are longer and brighter. Spring is on the way!”

I suppose, just like Bill Murray in the movie Groundhog Day, we really make that choice every day of our lives.

I find February—our “dead of winter” month—to be our most interesting month. Aside from Groundhog Day being a rather interesting holiday concept, February has its own unique number of days, which is pretty cool. And it’s also the month in which we celebrate love. Usually, we tend to celebrate romantic love or love between parents and their children during this month. This February I challenged myself to think about what other kinds of love one might celebrate. It wasn’t much of a challenge because the answers came to me right away. I’ve said before how much I love my job and the people for whom I work. Those are facts worth celebrating every month!

Many people are not that fortunate to love what they do and whom they do it for. Other things I love? Recently we’ve had tons of requests for file purges. I love being part of the solution that helps offices in our region become organized and more efficient. I’m also thankful to be part of a community that takes information security seriously when it comes to shredding and recycling. I especially enjoy sharing with you every month through this newsletter.

I love that you respond to our trivia quizzes, take advantage of our coupons, send us referrals and share testimonials. But most of all, I love being “outside the burrow” making sure the information you’ve entrusted to us is safe and sound.

Have a LOVE-ly February!

Richard

What’s Inside This Month?

Save on Your Heating Bill

Keeping an Aging Brain Smart

NEW-GO GREEN REPORT!

By the Numbers: Cell Phones

Keeping Your Roses Red

February Offers!

Get 5 FREE Storage Cartons!

Buy 25 or more Pacific Records Management cartons and get 5 free anytime in February with mention of this coupon!

Keeping an Aging Brain Smart

As you get older, it is important to keep your brain healthy while you are also taking care of your bodily health. Stimulating brain activities can help reduce the risk of depression, Alzheimer's disease, and other memory problems. Here are some easy ways to work your brain:



Learn something new

Take a class at an adult education center or a local college, pick up an instrument and get some private lessons, or even read books that you normally might not be inclined to choose. It is never too late to learn a new skill or acquire new knowledge. Many museums offer seminars on art history, ancient civilizations, and new findings in science and art. Attending individual classes or even better, enrolling in a series of classes, can give you a new outlet for learning.

Get good sleep

A tired brain does not work well. Sleeping gives your brain a chance to relax and process the events of the day. A recent study by researchers at the University of Arizona reveals that as you age, your brain has more difficulty forming short term memories during sleep. These memories are the key to remembering what you did each day. To combat this, it is important to get at least eight hours of sleep each night, especially sleep that is deep and resting. If you are having trouble getting to sleep or staying asleep, talk with your doctor.

Write

Writing is a great activity that stimulates several parts of the brain. Researchers have found that handwriting is better than using a keyboard to write, as this stimulates areas of the brain that deal with thinking, language, and memory. Writing fiction, journaling, or composing a note to a friend is a good way to work your brain. Doing word puzzles and games is also stimulating to the brain. Although there are many options for using technology to play these types of brain games, using paper and pencil is still the best way to work those areas of the brain that can decline with age.

A Day Off Work

A man went to see his supervisor in his office. "Boss," he said, "my wife is wanting to get some big projects done at the house tomorrow—cleaning the attic, moving some furniture, and getting the yard cleaned up. She told me she can't do it all alone and needs some help."

"I can't give you the day off," his boss replied. "We're short-handed, and I need you here!"

"Thanks, boss," said the man. "I knew I could count on you!"

February Holidays and Events

- 1 Take your Child to the Library Day
- 1-7 African Heritage and Health Week
- 2 Groundhog Day
- 3-7 International Networking Week
- 4 African-American Coaches Day
- 5 Digital Learning Day
- 7 Wave All Your Fingers at Your Neighbors Day
- 7-14 Congenital Heart Defect Awareness Week
- 8 Laugh and Get Rich Day
- 9 Read in the Bathtub Day
- 9-15 Freelance Writers Appreciation Week
- 10-16 Random Acts of Kindness Week
- 11 Get Out Your Guitar Day
- 11 Satisfied Staying Single Day
- 13 Employee Legal Awareness Day
- 14 Saint Valentine's Day
- 15 Susan B. Anthony Day
- 16-22 National Engineers Week
- 17 Presidents' Day
- 18 Single-Taking Day
- 20 World Day for Social Justice
- 21 International Mother Language Day
- 22 World Sword Swallowers Day
- 23 Curling is Cool Day
- 25 World Spay Day
- 26 Inconvenience Yourself Day
- 27 National Chili Day
- 28 Floral Design Day
- 28 National Tooth Fairy Day

February is also . . .

- Worldwide Renaissance of the Heart Month
- AMD/Low Vision Awareness Month
- International Boost Self-Esteem Month
- International Expect Success Month
- Bake for Family Fun Month
- Beat the Heat Month
- Fabulous Florida Strawberry Month
- Library Lovers Month
- Marfan Syndrome Awareness Month
- Plant the Seeds of Greatness Month
- Return Shopping Carts to the Supermarket Month
- Spay/Neuter Awareness Month
- Spunky Old Broads Month
- Wise Health Care Consumer Month
- Youth Leadership Month
- National Bird-Feeding Month
- National Black History Month
- National Cherry Month
- National Mend a Broken Heart Month

PacBlog

Document Scanning and Enterprise Content Management: Shared Objectives

PacBlog is the monthly web log of Pacific Records Storage. To read this month's installment, please click the title below.

<http://pacific-records.com/document-scanning-enterprise-content-management-shared-objectives>

You may also access the PacBlog at the URL below. There you will find this month's installment along with archives of previous installments.

<http://pacific-records.com/category/pacnews>

By the Numbers: Cell Phones

- About 91 percent of American adults own a cell phone, with almost half of those owning a smartphone.
- Around 57 percent of all American adults use their phone to access the Internet, with 34 percent of those using their phone more than any other device to go online.
- 67 percent of cell phone users check their phone for messages, calls, or alerts—even when they did not hear their phone ring or vibrate.

Do You Want To Win A \$25 VISA Gift Card?



Each month we'll give you a new challenge of some type. All those who reply with a correct answer are eligible to win. At the end of the month we'll draw a lucky name.

Here is this month's challenge:

Two people were in a completely sealed room. Then there were three people. How?

Last Month's Answer to: *Jamie placed 21 kittens in 4 boxes, each box containing an odd number of kittens. How did he do this?*

Jamie filled 3 boxes with 7 kittens each and then placed those 3 boxes inside the 4th box.

Last month's Winner:

RON KEPNER

ST JOSEPH'S MEDICAL CENTER

Email your answer to info@pacific-records.com

FEBRUARY SERVICE

AWARDS

Celebrating Pacific Employee Anniversaries

18 YEARS

Lori Ornellas

16 YEARS

Tony Silva

14 YEARS

Ellen Clare

8 YEARS

Justine Brown

8 YEARS

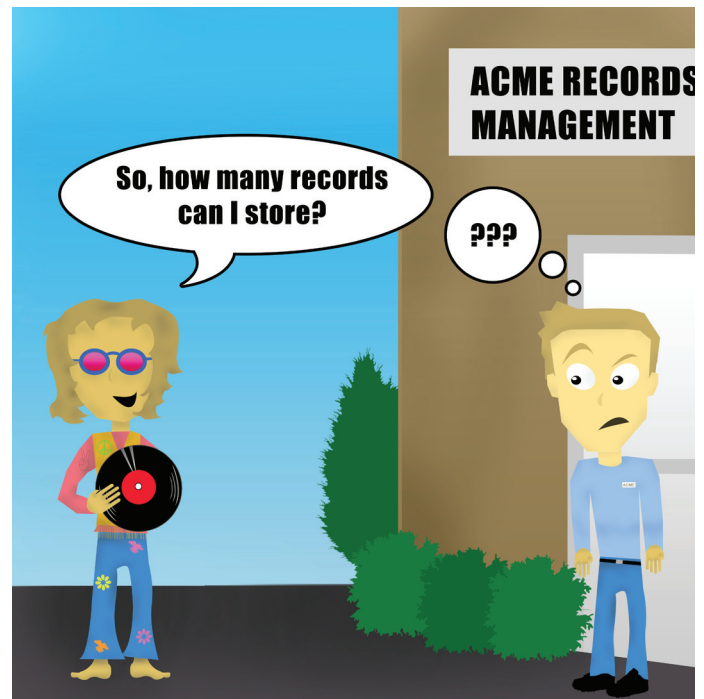
Jim Fensel

2 YEARS

Israel Lopez

The greatest thing in the world is to know how to be self-sufficient.

— Michel de Montaigne



3 months FREE secure Destruction service

Get 3 months of free Secure Destruction service when you sign up for a new Secure Destruction account with a one-year agreement. Just mention this coupon! Email info@pacific-records.com for more information.



Go Green Report:

Recycling is part of our secured shredding process. Our environmentally conscious efforts provide savings of our precious natural resources as well as financial savings to our economy. The numbers below are only based on the paper we shred and recycle.

Total Pounds Shredded in 2013: 4,590,173	Number	Financial Value
Trees Saved	39,015	\$9,753,750
Gallons of Water Conserved	16,065,000	\$72,293
Kilowatts of Energy saved	9,409,500	\$752,760
Cubic Yards of Landfill Saved	7,574	\$378,675
Pounds of Pollutants kept out of Atmosphere	137,700	\$688,500
TOTAL Savings to Environment		\$11,645,978

Source: U.S. EPA calculations and actual prices from wholesale suppliers of paper, electric, water and landfill companies.

Note: All Material is 100% recycled after shredding.

Thank you for allowing us to help you **GO GREEN!**

Keeping Your Roses Red

If you are lucky enough to receive fresh cut roses this Valentine's Day, you will surely want to keep them around as long as possible. These simple steps will keep your roses looking their loveliest.

Remove your roses from any packaging as soon as possible and lift them out of the water filled containers that have been keeping them moist on their journey.

Once you've unwrapped your roses, remove any leaves that will be below the water level in your vase. Thorns can also be removed without harming the flower if you prefer them that way. Next, you will need to recut the stem ends by about one-half of an inch. In a sink or large bucket filled with water, submerge the end of the rose in the water and make your cut underwater. This keeps air from entering the cut end.

When all of your roses are trimmed, you can begin arranging them in your vase. To ensure the long life of your

roses, you can fill your vase with a special solution. Simply combine one-half cup of granulated sugar and two teaspoons of bleach in a two gallon container. Fill the container with warm (not hot) water and stir to mix. The sugar will help feed the roses and the bleach keeps bacteria from forming. As your vase needs replenishing, use this solution instead of plain water. If you notice any cloudiness in the water, it is time to change it. Be sure to remove any leaves that have fallen below the water surface.

Keep your roses out of direct sunlight and away from air conditioners or drafts. If your roses start to wilt prematurely, recut the stems again under very warm water. Let sit for about 15 minutes and then set in cold water for several minutes. Replace the roses in the sugar-bleach mixture again.

By following these guidelines, your roses should last a least a week and sometimes up to two weeks.

NEWS You Can Use is a free monthly newsletter from your friends at

Stockton (209) 320-7771 • Sacramento (916) 649-7360 • Fresno (559) 475-7892
Modesto (209) 343-4630 • Napa/Solano County (888) 893-6054