



Transaction Management Consultants

Time and Money Saving Solutions for Elite Real Estate Professionals

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Welcome by Michelle Spalding

Welcome to the all new, greatly improved newsletter of **Transaction Management Consultants**. If this is the first time you're receiving a newsletter from TMC, it's because it's been quite some time since we've put together a newsletter. Reasons are numerous, but futile to try to convey and unnecessary with the new publishing schedule I'm adhering to. So watch your mailbox monthly for new editions, and please be sure to share with your colleagues.

I thought to start off this "new" newsletter, it would be best to describe what you'll find here in this and future editions.

Sales & Marketing, Technology, Business Building, Guest Columnist, Virtual Fairy Godmother, Food

All of the ideas and tips will be budget conscious. Like most of you, I don't have an unlimited budget either. There will also be plenty of surprises in each edition as well. So strap on your reading glasses, kick back and enjoy.

Tele-Seminar

Want to know more about Transaction Coordinating? Already an amazing client and others are asking you about our services?

Register for one of our weekly tele-seminars at OnlineClosingTeam.com/Events

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Get Leveraged; add Coordinator from Transaction Management Consultants to your TEAM, call (407) 622-4862 x 121 for details

Time Management of the Wealthy

by Michelle Spalding

Here's a thought to ponder – if wealthy people and poor people have the same 24 hours in a day, live in the same Country, have similar IQs, and health, then what's so different in their lives?

Answer: ***How they use their time or better yet, how well they manage it.***



Time is something we all have the same of in the day. No one person has more or less of it than anyone else. It's what we chose to do with those 24 hours that will either provide us with the business and life we want or give us the same old same old. To make the most of your time, you must figure out what makes the biggest impact on your business and life, then focus on those things. Put another way, you must stop majoring in the minor things.

As Americans or maybe just as humans, we often equate our value with activity. When people ask us how we're doing, we say things like great, busy as ever. Or busy, busy, busy to feel justified. We find ways to fill the time in the same work day today as we did 2 or 3 years ago, but our income isn't near the same and we blame outside forces. Things like the market, taxes, interest rates, lenders, etc. But in most situations that's not the case; it's how we use our time. Sure things are different than in years past, but I have clients who are already having their best year ever. I can tell you, they aren't doing what they did a few years ago either. They have stepped up their game, got focused on the important activities to their business and stopped doing the rest.

They have discovered one of the best kept secret of the wealthy.....***Get good at a few things, let others handle the rest.***

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"Don't mistake movement for achievement. It's easy to get faked out by being busy. The question is: Busy doing what?"

Jim Rohn

I Can't... by Andrea "Andy" Tolbert

Have you ever caught yourself saying those words?

I can't make it to your party...
I can't find any buyers for this house...
I can't finish a half-marathon...
I can't... I can't... I can't...

Think for a minute what you are telling your subconscious... "you might as well not even try because we already know we can't succeed anyway..."

Last night I was watching one of my "guilty pleasure" shows on TV... you know, the ones you'd never admit to your friends that you watch? Well, here's my confession. Tim & I watch "Merlin" It's the story of Merlin as a youngster, and King Arthur before he becomes King, and Camelot... (my FAVORITE movie about Arthur and Camelot is still Monty Python's Holy Grail, but "Merlin" is pretty good too!). Anyway, last night Arthur was poisoned and Merlin went to talk to the Dragon and said:

"I can't save his life!" and the Dragon quickly replied "You don't know HOW to save his life!"

This reminded me of a quote I've heard several times in the past...

"There is no such thing as can't, only won't or don't know how to"

If you re-read the statements above and apply this idea to each of them, do you see how it changes the perspective? If you WANTED to come to the party, you'd make it happen. I know you WANT to find a buyer for your house, so it must be that you don't know how... I used to think that I couldn't do a half-marathon, but with the right training and support, I finished on my first try!

Every day we hear stories about people that have overcome seemingly insurmountable odds to accomplish something BIG. This morning I read about a man that swam the entire length of the Amazon River, even got attacked by piranha once! (that would fall under my "don't want to" category!).

You may know that my friend Than Merrill was the guest speaker at my real estate investment meeting last week. Than is a former NFL football player (Bears & Bucs) and is the star of A&E's "Flip this House". I wanted to share an email that he sent a few weeks ago. It really got my attention when I read it, and then he talked about the same thing last week here in Orlando.

What a Super Bowl Winning Coach told me... and why I live with regret. (by Than)

"There is nothing worse than not living up to your potential."
- Tony Dungy

The first time I spoke with Tony Dungy this is what he told me. At the time I was a 7th round draft pick who was fighting for a roster spot. The sad part is...I didn't believe him.

10 years later I look back on that team, which went on to win a Super Bowl the next year without me, and wonder what if?

What if...I had been willing to take more risks as a player?

What if...I had just been willing to sacrifice just a little more?

In business, like athletics, most people play it safe. Most people choose to live a life of mediocrity instead of abundance, mainly because they let fear control their lives.

Fear limits people...

Please don't end up asking yourself these questions years from now...

What if I had just spent a little more time investing in myself? What if I had just applied myself a little more? What if I had just had enough confidence in myself to follow through?

Thanks for reading! If this message helps just ONE person today, then I've done my job!

Andy



Andrea "Andy" Tolbert is a Real Estate Broker and partner in Oneir HD Realty in the Central Florida Area, an active investor, and a licensed mortgage broker. She is also a licensed instructor and has written 4 courses that have been approved by the Florida Real Estate Commission for continuing education for real estate agents. When they're not working (HA!) she and her husband Tim (a mortgage broker) enjoy spending time on the St Johns River, getting dirty in the Jeep, or just getting ultra-competitive on the Wii. Subscribe to her weekly e-zine at www.AndyTolbert.com

Time Management of the Wealthy

They are working harder at the things that will create a sale and less on everything else. They are becoming master sales persons and let someone else handle mowing your lawn. They've become a skilled negotiators and letting someone else take care of faxing the contract to the title co, lender, etc.

Figure out what you do easily and work hard at it. If you find it's easy as well as something you enjoy, to convert leads to appointments and appointments to contracts, then work hard at this. Become a master at it, an expert and delegate the rest someone else.

Look around, study what the top producers are doing in your office and here's the easy part.....*copy as much of it as possible.*

Recipe Corner by Tomie O'Neil

Grilled Trout with Garden Zukes and Herb Aioli

- ¾ cup aioli or mayonnaise
- ¼ cup chopped fresh flat-leaf parsley
- 1 teaspoon lemon zest
- ¼ teaspoon anchovy paste (optional)
- 3 zucchini, halved
- 6 (6 ounce) trout filets
- 2 teaspoons olive oil
- Course sea salt or kosher salt
- Freshly ground black pepper



1. Combine first 3 ingredients and anchovy paste, if desired, in a small bowl, chill until ready to serve.
2. Brush zucchini and trout with olive oil, and sprinkle with sea salt and pepper. Grill zucchini 3 or 4 minutes on each side; cut into ½ inch slices. Grill fillets, skin-side up, over hot coals 2 minutes. Turn, and grill 3 to 4 minutes. Serve fish and zucchini with herb aioli. Makes 6 servings.

Still doing it all in your Real Estate Business?

Here's what an industry expert says about that:

".....very few other industries operate the way real estate does. The division of labor isn't just an 'optional' idea in the modern economy; it's a critical one. To make beautiful music, the symphony requires each person to do their PART; if one person tried to do it all, it would be a mess."

Matthew Ferrara, March 13th, 2010

The Virtual Fairy Godmother Corner



Dear VFG, I'm a relatively new real estate agent. I am anxious to learn all I can, get my business going fast and also start making some money. What is the best advice you have on starting out strong?

Sincerely,
Brand New & Ready to Rock

Dear Ready to Rock:

Thank you for your question, my reply is not only for you, the new agent who wants to "Rock it" in this business, but for anyone who has reach a plateau or even a slump.

Stop Doing Things That Don't Make You Money!

It's really that simple and I could and should stop here, however I won't. If I did, I'm sure I'd get letters and emails from others asking for more or telling me it's not that easy, they have to do X, Y and Z, etc. So I'll go ahead and give you as much as I can right now for the benefit of everyone.

In sales, which is exactly the business you're in, you must spend most of your time on sales related activities. This means, you have to spend the vast majority of your day prospecting, working on your leads, moving leads to appointments, making connections with your sphere of influence, connecting with your past clients, meeting with leads and converting all of those activities into contracts.

Of course as your Virtual Fairy Godmother, I understand that there are still many activities that will need to happen in your business, but your job is sales, so you'll need to delegate all or as much as possible of the rest of the items.

Surround yourself with a team that can help you, enlist the help of others, and hire someone, perhaps even a virtual assistant, and my personal favorite, who can take on some of the admin activities. A virtual transaction coordinator is an excellent place to start. Go to OnlineClosingTeam.com to learn about those services and be sure to tell them I sent you.

Sincerely
Virtual Fairy Godmother

Got a Question? Need a resource? Just send an email to VirtualFairyGodmother@gmail.com.

Totally FREE 411 Service

By Michelle Spalding

Google goog-411

Every once in a while I come across something that almost seems too good to be true. Always wanting to see the best in people and situations, I like to test things before I cast them aside as unbelievable or tell others about them.

Well, Google 411 is truly one of those that seem too good to be true, but it totally is.

This service allows you to dial a toll free number (800) Goog- 411, speak the location and the name or type of business you're looking for. Then it gives you a list to choose from. Best of all it's ABSOLUTELY FREE!

Check out more details at www.google.com/goog411. I've stored the number on my cell so when I'm out and need to find a business, I can without having to look it up on the internet on my phone. I've found it so much faster and easier to use. The service will also connect you so you don't have to write down the number, no more scrambling for a pen or trying to remember a number

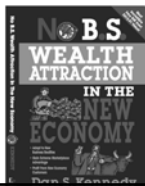
Totally cool, totally easy and totally free!

"A great attitude is not the result of success; success is the result of a great attitude." — Earl Nightingale

Transaction Management Consultants, LLC
***Time and Money Saving Solutions for
Elite Real Estate Professionals***

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FREE Wealth Attraction for the New Economy Book - go to www.OnlineClosingTeam.com/June2010 for complete details

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Stop by and visit Michelle Spalding and Tomie O'Neil at the (ORRA) Orlando Regional Realtors Association Tech Event on July 20, 2010. We'll be giving away some great prizes. For complete details go to www.OnlineClosingTeam.com/Events

Michelle Spalding speaks nationally and is available to speak to your office or organization. Custom programs available for live events and tele-seminars or webinars. For complete details contact Tomie O'Neil at TomieO@OnlineClosingTeam.com or (407) 622-4862 x 122

