

OSI NEWSLETTER #16

Facilities Upgrade - You Are Going to Like - Even More - the Way We Look

Following your suggestions in a recent member survey, we have added over 20 new pieces of art work in the Suite entrance and halls, and strategically located new plants around the suite. This will allow us to upgrade the artwork in the on-demand offices as well.

The net result, we think, is a very significant contribution to the impression which the office makes upon your clients when they visit you here. This is good for you, and thus for us as well.

Price Changes

We have maintained the lowest prices in the metropolitan area for decades, and will continue to do so.

However, this last year our building presented us with substantial changes in our rent as a result of large District of Columbia tax increases and substantially higher commercial electricity prices.

Fortunately, we can spread these increases over a substantial customer base, so that no one client will face major price increases. As to on-demand office clients we will make small adjustments in our pricing structure starting in January 2010, largely in the mail service rates (on the order of \$5 per month) and in the per hour charges for office and conference room use. The charge for room use for existing clients will increase from \$10 per hour to \$11 per hour for clients with prepaid office use plans, and from \$15 per hour to \$17 per hour for clients who use the office without having a prepaid office use plan. We will charge the conference room use at \$5 more per hour of use than the charge for office use. This price will still be dramatically less than prices for conference room use at other locations.

Meetings this month.

For Mental Health Professionals -- Don Oberg PhD, a client for many years, founder of his successful and long-running mental health practice, now occupying a senior position overseeing mental health services in a U.S. agency with an international reach, will make a presentation on providing mental health services to government employees, including members of the armed services, at noon on January 6th in the OSI conference room. The recent killing of military personnel at Ft. Hood, TX has dramatically focused attention on stresses on military personnel and their caregivers. Don can bring to this complex issue his institutional knowledge and extensive professional background.

For Attorneys -- Carolyn Elefant, an OSI member and author of Solo by Choice, will make a presentation on legal billing and some other current issues in the practical practice of law at noon on January 27th in the conference room. To suggest topics to Carolyn email her at loce@his.com. Please RSVP, sandwiches will be served.

Christmas Party

The OSI Christmas Party will be held between 4 and 6 pm on December 18th. Come, be festive, meet Jimmy Soto, our newest staff addition, and enjoy networking with other OSI members.

Tips to life in a Virtual World

- Have your voicemails and faxes emailed to you upon immediate receipt. This email gives you a permanent, sortable and easily accessed record of all your correspondence.
- Digitize your postal mail. Have your postal mail scanned and emailed to you at the end of each day. You avoid having to travel to the office and increase communication.

Contacting OSI

Telephone	(202) 835 0680
Receptionist	receptionist@osioffices.com
Manager	manager@osioffices.com

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Business Assistance Team

Below is our current roster of clients enrolled in the business assistance team. Requirements for team membership include a skill set needed by clients and prospective clients, membership in good standing for six months or more with OSI or affiliated firm 1050 17th Street Associates, and willingness to entertain and respond promptly and carefully to inquiries and requests for service. (We have included the bank which we use for a number of services, which technically is not a member.)

The current members of the BAT, in alphabetical order, are:

Name	Speciality	Phone	Additional information.
Akindeko, Badillo and Puig	legal services	(202) 508-1066	mpuig@abpfirm.com
Art Driver LLC, Oliksy Synenychenko	website design	(202) 508-1074	contact@artdriver.com
Howard Boyd	legal, tax and accounting services	(202) 349-1691	clarence1919@man.com
Joy Butler	legal services	(703) 524-1926	
M.J. Miller	Legal Support Services	(202) 349-5857	millermparalegal@aol.com
B.J. Seebol	accounting and tax services	(202) 659-1232	svcs4attys@aol.com
Tempus Group, William Flanagan	a range of marketing services including use of video and electronic media	(202) 558-0221	wflanagan@tempusgroup.com
Veritas Lex, Larry Latourette	legal placement	(202) 508-1455	latourette@veritaslex.com
Nils Vidal	Wachovia/Wells Fargo	(202) 637-2620	

If you are interested in participating in this support group, please send an email to manager@osioffices.com

Interested in other services?

OSI is always looking to expand our suite of services to help your business sharpen its competitive edge. Please notify the manager if you are interested in:

- Scheduling appointments for you and your clients
- Legal research
- Order taking
- SMS'ing messages and appointments to your phone
- Videoconferencing equipment
- Secretarial support