



MONTHLY NEWSLETTER

Vol. 15/ Issue 5
November 2024



The Clothes Line

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NOVEMBER

Monthly Message

Hello CLS Team Members,

Fall in Michigan is always beautiful! This year we have had warmer than usual days and hopefully your weekends have been full of fun activities with friends and family. Soon we can expect the weather to start getting cooler and the leaves to cover the ground. Now is the time to plan ahead for winter and complete the last outdoor chores. Make sure to leave extra time for your commute also as overnight temperatures drop and the roads will start to get icy. And don't forget to find your gloves because you will need them soon!



Thanksgiving is right around the corner so we are planning for our work schedules to change. We always try to set our work schedules to allow our Team Members to enjoy the holidays while still meeting the needs of our valuable customers. This is not an easy task! Thank you all in advance for being flexible to help the business run smoothly through the holidays.

The Executive Team is currently setting goals for 2025. This is an important process for the continued success of CLS. Why is goal setting so important? Goals give our teams a clear focus to ensure we are all working towards the same objectives. It is important for our Team Members to have targets and be able to track our progress throughout the year. CLS has thrived for over 125 years because of our planning process.

Thank you to our Team Members at Covington Road for your continued patience as our parking lot is getting redone. We appreciate all the coordination that has gone on to continue to operate while under construction. When it is complete, we will all be thankful!!

For 14 years, CLS Ownership has proudly hosted year-end Annual Meetings. This year, we launched a new tradition by bringing together our Sales and Service Teams for one large gathering in Mt. Pleasant. Over 80 Team Members joined us for a day filled with connection and insight into CLS's 2024 performance. As a family-owned company, we deeply value each Team Member, and it was truly meaningful to celebrate and recognize all the hard work that drives our success. We appreciate you!



The Service Team is in the middle of a sales promotion called the "Proactive Service Showcase". Our customers count on CLS to recommend products and services to keep their workplaces safe and clean. We are hopeful this promotion will be a success and boost our revenues heading into the last quarter of 2024. Good Luck everyone!!

We encourage each one of you to take time for yourself during the craziness of year end activities and holidays. Having personal time to reflect, relax, and rest is extremely important to your mental and emotional wellbeing. Your family also benefits from you having a clear mind so schedule some time just for yourself!

Thank you for making CLS a great place to work!

Sarah, Kurt, Ron



Halloween 2024

November Highlights

VETERAN'S DAY

November 11

On Veterans Day, we honor the bravery and sacrifice of those who've served to protect our freedoms. Let's take a moment to express our gratitude to the veterans in our lives and remember their dedication. Thank you for your service!



Visit www.militarywallet.com to find special deals honoring our veterans.

KALAMAZOO POTLUCK

Wednesday, November 27

With the season of gratitude upon us, we're excited to bring everyone together for a Potluck Celebration! It's the perfect chance to share favorite dishes and enjoy a meal as a team. Whether you're bringing a recipe or just coming to taste, we can't wait to make this a memorable gathering.



This Thanksgiving, we're reminded of the importance of family, friends, tradition, and the simple joys that bring us together. May your holiday be filled with warmth, love, and cherished moments with those who mean the most.

SMALL BUSINESS SATURDAY

Saturday, November 30

Every year on the Saturday after Thanksgiving, the **Shop Small** movement energizes small business owners to prepare for customers in every way possible. That includes the traditional brick-and-mortar customer and the online shopper.

So...Shop Local!



November Birthdays

Marcia Aquirre	11/02
Gracie Garcia	11/04
Brett Enos	11/05
Sarah Wrubel	11/11
Gregory Place	11/11
Steve Sherburn	11/11
Francisco Elizabeth Simbron	11/12
Deldania Helena Ortega	11/13
Rosario Ramon	11/14
Anthony Smith	11/17
Consuelo Ramirez	11/18
Steve Royal	11/18
Alicia Garcia Nonato	11/19
Marcus Dohm	11/21
Sonja Hughes	11/25
Antonio Noe Garcia	11/26
Melanie McDermott	11/27
Douglas Klatt	11/29

November Anniversaries

Joyce Burnett	27 years
Maria Martinez Gutierrez	20 years
Steven Royal	15 years
Sonja Hughes	7 years
Maria Rodriguez	7 years
Ramon Gomez	5 years
Rosario Ramon	4 years
Cody Rickerson	3 years
Joseph Andersen	3 years
Vidianna Mendez Rodas	3 years
Maria Garcia Santiago	2 years
John Waite	2 years
Ever Ramirez Olivares	1 year

**WHY DID THE
TURKEY JOIN THE
BAND?**



**Because it had the
drumsticks**

Hot Off The Press

Thank you to EVERYONE who went pink throughout October! Your support made a strong statement for Breast Cancer Awareness Month.



Missing all the amazing Team Members who went pink but aren't pictured here!

WELCOME TO OUR NEWEST TEAM MEMBERS

Welcome to all our new Team Members on the road, in sales, and in the office. We're excited to have join the CLS family!



Steve Curley
Rental Sales Consultant
Livonia



Tyrone Rowe
RSP
Grand Rapids



Hunter Erickson
Rental Sales Consultant
Grand Rapids

CURRENT JOB OPENINGS

RSP: Grand Rapids
RSP: Livonia

Apply at JoinCLS.com
or contact Kimberly
at 269-270-9887

Service and Sales Annual Meeting Pictures



Michigan Sales

Kalamazoo



Grand Rapids



Livonia



Alpena



Cadillac



Saginaw



Great recognition, awards, shout outs, contests, goals 2025 and just great Team fun!

Safety

GENERAL SAFETY

We all play a vital role in maintaining a safe work environment, and your awareness and actions can make a huge difference. Here are some key safety reminders to help us keep our workplace free from hazards and accidents.

Report Any Unsafe Conditions

If you notice something that doesn't look right—whether it's a slippery floor, malfunctioning equipment, or cluttered spaces—please report it immediately to your supervisor. Reporting hazards allows us to address them promptly and prevents potential accidents. Remember, when it comes to safety, no concern is too small.

Use Equipment Properly

Our equipment is designed to make your job easier and safer, but only if used correctly. Always follow the operating procedures and safety instructions for each machine. Never attempt repairs unless you're trained to do so, and always report any issues with the equipment to the maintenance team. By using equipment responsibly, you're protecting yourself and those around you.

Eliminate Fire Hazards

Fire safety is everyone's responsibility. Keep an eye out for anything that could be a fire hazard, such as frayed wires or overheating machinery. Avoid placing items near heat sources, and make sure all flammable materials are stored in designated areas. Regularly check your work area for fire risks and remove them whenever possible.

Keep Walkways Clear

Cluttered walkways can lead to accidents, especially during busy production times. Always ensure that pathways are clear of obstructions, and avoid placing items in areas where others might need to walk. A clear path not only prevents trips and falls but also allows everyone to move safely and efficiently throughout the facility.

Ensure Access to Fire Extinguishers

In the event of a fire, quick access to fire extinguishers is essential. Please do not block or obstruct fire extinguisher locations with carts, equipment, or personal items. Everyone should be able to reach them easily in an emergency. Familiarize yourself with the nearest fire extinguisher location in your work area and ensure it remains unobstructed.

Safety Starts with You - Let's Keep Our Workplace Safe Together!



Wellness



For November's wellness spotlight, we're focusing on "**Gratitude and Mental Wellness.**" As the season of giving and thankfulness approaches, we'll explore the positive impact that practicing gratitude can have on mental health. From simple daily habits to mindful reflection, gratitude can help reduce stress, boost mood, and enhance overall well-being. Look out for tips, resources, and a few creative ways to bring gratitude into your daily routine. Let's take a moment to recharge and nurture our minds this November!

FLU AND COLD SEASON IS HERE

KALAMAZOO FLU SHOT CLINIC

November 7th
7:30 AM – 9:30 AM

November 13th
3:00 PM – 5:00 PM



or book a personal time by calling Health Centered Employee Wellness 1-269-924-0500.

Boost Your Immune System: Fuel your body with vitamin-rich foods like oranges, leafy greens, and bell peppers.

Prioritize Rest and Rejuvenation: As days grow shorter, remember the importance of quality sleep. Make time to rest and recharge.

Practice Gratitude Daily: November is a season for thankfulness. Taking a moment to appreciate small wins can uplift your mood

Check with your local healthcare provider, pharmacy, or clinic for convenient flu shot options.

STRESS FREE THANKSGIVING

- **Plan Ahead:** List out the menu and shopping needs early.
- **Delegate:** Share tasks like side dishes or setup with guests.
- **Prep Early:** Prep ingredients or sides a day in advance.
- **Simplify:** Stick to a few favorite dishes for ease.
- **Take Breaks:** Step away if you need a quick breather.
- **Embrace Imperfection:** Focus on fun, not perfection.
- **Be Present:** Enjoy time with loved ones—that's what counts!
- **Cooks:** Never clean-up or do the dishes!

Hosting can be fun yet overwhelming—here are tips to keep it relaxed and enjoyable.

Game Night: Keep board games and cards handy.

Puzzle Station: Leave a puzzle out for casual fun at their own pace.

Encourage Solo Time: Suggest local coffee shops or trails so guests can explore independently.

Simple, DIY Meals: Try a taco bar or breakfast buffet so everyone can serve themselves.

Create a Cozy Guest Space: Set up essentials like towels, toiletries, and snacks to make guests feel at home and reduce your hosting tasks.



KNOW YOU'RE NOT ALONE

The holidays can be a lonely time for many. It's okay to seek support from friends, family, or even a professional if you need it.

If you have a spare seat at the table or a few minutes for a coffee, consider reaching out—someone might just need that connection.

Halloween 2024



Happy Retirement

Congratulations to Pam Yarber on her retirement! We're thrilled to celebrate this special milestone with our amazing Team Members and enjoy the delicious cake made by Noelia and donated by our very own Production Team. Thank you, Pam, for 15 incredible years of dedication and service. Wishing you all the best in your retirement!



Cadillac shines as "Customer Care"!



A shout out to all the amazing Team Members who went all out for Halloween but aren't pictured!

**HEALTH
CENTERED**
Employee Wellness

M: 7AM-3:30PM W: 7AM-5:30PM
TH: 7AM-1PM

The Kalamazoo based clinic is here for your wellness needs; routine check-ups, health advice, and more.

CLS
Continental Linen Services:
4200 Manchester Rd
Kalamazoo, MI 49001



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