

The Titan Times Newsletter

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Masterful Quotes

"Incredible things in the business world are never made by a single person, but by a team."

~Steve Jobs

"The growth and development of people is the highest calling of leadership."

~ Harvey Firestone

"There are no great limits to growth because there are no limits of human intelligence, imagination, and wonder."

~ Ronald Reagan

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in this issue:

8 Steps Towards Becoming the Leader You Need to Be to Succeed	P.1
Masterful Quotes (Sidebar)	P.1
Upcoming 2022 Tax Deadlines	P.2
Reduce Labor Cost by 30% in 90 Days	P.3

8 Steps Towards Becoming the Leader You Need to Be to Succeed

An important part of success in life is the ability to lead. It is important that we not only be able to lead others but be willing to lead ourselves. No one succeeds in life by simply following others. Sometimes we simply must strike a bold new path for ourselves.

Being a good leader is more than simply being at the forefront of the crowd. A leader must act. Too often in America, we simply accept that someone looks or sounds like a leader, and too rarely do we actually look at the actions that leader performs -- and that is the true test of leadership.

However, to become good leaders ourselves, we need to concentrate on actions rather than simple appearances. The title of this article refers to eight steps, but do not think of these as progressive steps like so many recipes or instruction manuals describe. Instead, think of these as actions that you must take on a regular basis.

First, be alert to new potentials. "Reality" is not absolute but rather subject to constant change. Think about inventors, explorers, and agents of social change who have achieved greatness. Some might simply say that certain people are successful because they are lucky to be in the right place at the right time. Maybe so, but if they hadn't had their eyes open for the opportunity, then it wouldn't have mattered if they were in the right place. (continued)



Upcoming Federal Tax Deadlines

January 2022

- 17th | Fourth quarter estimated tax due
- 31st | Fourth quarter payroll tax due
- 31st | Form W-2 to employees and the IRS
- 31st | Form 1099-MISC to recipients
- 31st | Form 1099-NEC to recipients

February 2022

- 28th | Send Form 1098 to recipients

March 2022

- 15th | S corporation income tax return extension due
- 15th | Partnership income tax return extension due

April 2022

- 15th | Individual income tax return extension due
- 15th | Trust income tax return extension due
- 15th | Corporation income tax return extension due
- 15th | First quarter estimated tax due
- 15th | Last day to make an IRA contribution
- 15th | First quarter payroll taxes due

Second, accept inspiration from wherever it comes, even from your opponents. The wisest leaders constantly study their competition. In war, politics, and business we constantly see examples of this research and reconnaissance. Too many times though a certain study, many concentrate on finding a weakness to exploit. If you want to be a leader of positive change don't fall victim to this trend. Instead, if you find a weakness, make sure to avoid that pitfall yourself. If you find the strength, then find a way to strengthen your own qualities to match.

Third, learn something new and promote it in new ways every day. This means you must continually seek to expand your horizons, internally and externally. Feed your mind with new lessons and knowledge, but constantly expand your social horizons as well. Seek out and meet new people and immerse yourself in new social situations. You never know when these new experiences will help you in your leadership role.

Fourth, search for and find answers in subtle clues. Look beneath the surface and constantly question. This is an extension of the third step in that you are seeking new knowledge. But this also means that you will need to step off the traditional paths of knowledge. Don't simply read books in the literary canon or the bestsellers list. Take seminars rather than classes as there is more room for questioning and debate. Seek out unconventional thinkers, teachers, and writers.

Fifth, improvise if no existing solutions are available. No excuses. Necessity is the mother of invention. How do you know it won't work if you've never tried it before? Remember, not all approaches need to come from the front. Look at your problem from all sides and systematically attempt different solutions in various combinations.

Six, make at least one person you care about happy every day. If you make it a point to be thoughtful and caring for one person every day then soon this thoughtful, caring behavior will become a habit and that habit will spread to the others around you. Making someone else happy also feeds your own personal happiness. Just imagine how much better the world would be if we all did a little bit more to spread happiness.

Seven, offer help, even if there's no apparent advantage to you. This means more than writing a check. It means giving of your time and energy and yourself. Sometimes it will mean helping someone you don't know and sometimes it can be a very personal action.

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Finally, never let negativity be your last word on the subject. If your final words are negative, then no matter how hopeful you may be about the potential of a project or action the lasting impression you give to others is one of negativity. Accentuate the positive and you are more likely to see a positive outcome.

If you follow these eight action steps not only you will be a better leader but also lead yourself to a more successful life.

Reduce Labor Costs by 30% in 90 Days

For many Manufacturing, Trades and Tech Companies labor is the single largest expense item in their operation. Labor costs are often the difference between profit and loss and the quality of life the business owner will enjoy.

First, it is absolutely imperative that labor costs are tracked to the point of micro managing. Without information it is impossible to make “informed” business decisions.

So how can you reduce labor costs by 30% in 90 days? By reviewing all process and looking for unnecessary steps. I am reminded of a situation where I was reviewing a plant with about 35 production personnel. I stood one day and watched how the product was moved through the facility and noticed that product was moved from one spot to another, to only be moved again a short time later – a couple times. I asked the shift supervisor why this was being done. His answer was, “that’s the way we have always done it”. I asked him to let me know what the impact would be if we removed the steps from the process.

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A couple days later the shift supervisor came to me and said “we can reduce our labor cost by 30% without losing any throughput. I have to be honest; I was a little surprised as I only expected to see a 10– 15% reduction. This example may be a little unusual, but the lesson remains. What unnecessary processes are in your operations? Here are a few tips to get you started.

1. Breakdown your processes into every minute step. For each step ask yourself “what value does this step add to the process?” and “what would happen if we removed it?” Keep removing unnecessary steps until the operation is as lean as possible.
2. Be prepared to kill “sacrificial cows”. Don’t accept answers like “that’s the way we have always done it”. You will be amazed at how many people always questioned the traditional methods but just didn’t bother saying anything.
3. Create expectations. Unless there are external expectations placed on us it is natural to work within our “comfort zone” leaving unused productivity. By establishing productivity expectations you will challenge your team to rise to the occasion and you may be pleasantly surprised by the results.
4. Get Out There! Do a ride along with your Techs or walk the shop floor. Keep an open mind. You may notice things that will shock and surprise you.

Running a business is like working on your golf swing or your slap shot. It will never be perfect but if you keep finding ways to improve it every day you will be able to look back and see the significant progress you have made.

Happy New Year!

From all of us at

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