

exhibitions

This column runs weekly in *Creative Living*. Send news items about Oakland County events to *The Observer*, 805 E. Maple, Birmingham 48009. Send items about Wayne County events to *The Observer*, 36251 Schoolcraft, Livonia 48150. Attention: *Creative Living* editor.

• T-MARRA GALLERY

Thursday, March 14 — Group show by gallery artists features works by Russell Taylor, Bruce Thayer, Donald Mendelson, Lawrence Barker, Celis Perez, Joan Rosenblum and Paul Stewart. Hours are 10:30 a.m. to 5 p.m. Thursday and Friday, 111 N. First, Ann Arbor.

• WATERFORD FRIENDS OF THE ARTS

Thursday, March 14 — "The Art of Education: Inspiration for the 90s" features works by artists faculty from six area colleges and universities. Opening reception 7:30-9 p.m. Thursday. Hours are 9 a.m. to 3:30 p.m. Monday-Friday, 7-9 p.m. Monday-Thursday through March 28. Closed March 29 to April 1. Show continues through April 4, 1415 Crescent Lake Road, Pontiac.

• LAWRENCE STREET GALLERY

Friday, March 15 — "New Beginnings..." is the third year grand opening welcoming 15 new artists members. Opening is 6-9 p.m. Friday. Hours are 11 a.m. to 4 p.m. Tuesday-Saturday, 29 W. Lawrence, Pontiac.

• ALICE SIMSAR GALLERY

Friday, March 15 — "Fiber: On and Off the Wall" features works by Jessica Collingswood, Peter Collingswood, Lia Cook, Richard Smith, Sherri Smith and Martha Stanton. Continues through April 20. Reception 5-7 p.m. Friday. Hours are 10 a.m. to 5:30 p.m. Tuesday-Friday, 301 N. Main, Ann Arbor.

• TEMPLE BETH EL

Sunday, March 17 — "A Heritage of Light: Temple Beth El 1850-1990," continues through June and includes photographs, works of art and extensive background material on this religious institution. Open during regular Temple hours. Group tours available, 7400 Lincoln at 14 Mile, Bloomfield Township.

• GREAT OAKS MALL

Monday, March 18 — Michigan Weavers Guild is holding its eighth exhibit and sale at the mall through March 23. Featured is work by 100 fiber artists from southeast Michigan and Canada. Hours are 9:30 a.m. to 6 p.m. Monday-Saturday, until 9 p.m. Thursday, Friday, north east corner Livernois and Walton Blvd, Rochester.

• D&M STUDIO AND GALLERY

Gallery member Sue Argeroff, specialist in marbling technique is displaying her work, including paintings, silk scarves, jewelry and other items. Her work also will be displayed at the Livonia City Center Library, through March 28. Hours are 1-4 p.m. Tuesday-Saturday, 710 N. Mill, Old Village Plymouth.

• CREATIVE ARTS CENTER

"The Unemployed Autoworker," an installation of photos, video and people by Carlos Diaz, continues through April 2. Diaz is an assistant professor at Center for Creative Studies of Detroit. Hours are 10 a.m. to 4 p.m. Tuesday-Thursday, until 2 p.m. Friday and 10 a.m. to 4 p.m. Saturday, 47 Williams, Pontiac.

• CHAIKA GALLERY

International art by ethnic artisans is on display. Hours are 11 a.m. to 6 p.m. Tuesday-Thursday, until 7 p.m. Friday, 10 a.m. to 4 p.m. Saturday and 11 a.m. to 2 p.m. Sunday, 26499 Ryan, Warren.

• ATRIUM GALLERY

Featuring the works of Lena Massera, Farmington Area Arts Commission artist in residence. Watercolors, collages, acrylics. Marilyn Blinder's recent works *Not Gelfen*, new collages *Jeff*, *Hale*, Jack Martin, new work, Sheryl Cameron, sterling and brass jewelry.

• PARK WEST GALLERY

Soft paintings and ceramics by Calman Shemi are on display through March. Hours are 10 a.m. to 6 p.m. Monday-Wednesday, until 9 p.m. Thursday, Friday and 11 a.m. to 6 p.m. Saturday, Sunday, 29469 Northwestern, Southfield.

• POSNER GALLERY

New acrylics on masonite and epigraphs by Gregory Hawthorne are on display through March. Hours are 11 a.m. to 5 p.m. Tuesday-Saturday, 32407 Northwestern, Farmington Hills.

• WSU COMMUNITY ARTS GALLERY

MFA Graduate Show with works by John Carls, Aviva Kramer, Dale Sparag, Claudia Shepard and Christine Welch continues through March 28. Hours are 10 a.m. to 5 p.m. Monday-Friday, 450 Reuther Mall, Cass and Kirby, Detroit.

• CIVIC CENTER GALLERY

Eight wildlife exhibit continues through March 29. Hours are 9 a.m. to 9 p.m. Monday-Friday, until 5 p.m. Saturday. Featured artist is Catherine McClung along with Malcolm Ramsey,

bird sculptor, Southfield Parks and Recreation, 26000 Evergreen, Southfield.

• RUBINER GALLERY

"Landscapes and Gardens, Anticipating Spring" includes works in all media on these themes by the impressive list of gallery regulars. Continues through April 2. Hours are 11 a.m. to 5 p.m. Tuesday-Saturday, 7001 Orchard Lake Road, West Bloomfield.

• THE ARTISTS' GALLERY

"Illusions in Black and White" continues through April 18. Hours are 10 a.m. to 5 p.m. Monday-Saturday, until 8:30 p.m. Thursday, Applegate Square, Northwestern between 12 and 13 Mile, Southfield.

• LEONARD GALLERY

"Cenotaph: Sculpture in Wood," continues through April 19. He will give a slide presentation of his work at 1:30 p.m. Thursday, March 21 at Center for Creative Studies Institute of Music and Dance Auditorium, John R. at Kirby, Detroit. This will be followed by an informal talk at the Center Galleries at 3 p.m. Hours are 10 a.m. to 5 p.m. Tuesday-Friday 10 a.m. to 4 p.m. Saturday, Sunday, 15 E. Kirby, Suite 104, Detroit.

• KINGSWOOD LOWER GALLERY

"Together Again," ceramic tableaux by Diana Kalkick and Paul Kotula, is on display through March 13. Hours are 8 a.m. to 4 p.m. Monday-Friday, Cranbrook Kingswood School, 500 Lone Pine, Bloomfield Hills.

• OCC ORCHARD RIDGE

Fifth annual "Women in Art - Yesterday, Today and Tomorrow" continues through March 24. This interdisciplinary multi media celebration of the arts coincides with Women's History Month. Smith Theatre, 27055 Orchard Lake, Farmington Hills.

• OAKLAND COUNTY GALLERY

Juried photograph exhibit by county employees continues through March 14. Monte Nagler was juror. Jon Clapp was best of show and Michael Rothberg took first place. Hours are 9 a.m. to 5 p.m. weekdays, Executive Office Building, 1200 N. Telegraph, Pontiac.

• DANIELLE PELEG GALLERY

"Dance" whimsical life size, fiberglass animals by Dennis Pearson, nationally recognized sculptor, will brighten the gallery through March 24. Hours are 10 a.m. to 6 p.m. Monday-Saturday, noon to 5 p.m. Sunday, 4301 Orchard Lake, Suite 103, West Bloomfield.

Tips for making telephone's use less of a chore

Today's column is a continuation (of answers to a question) in last week's article about telephone usage:

To avoid manually dialing your own area code each time, program "1 (313)" on one of your automatic dial buttons (if you have them). Press that button first, then press a second programmed number or dial the number manually. "Redial" will pick up both sets of numbers.

If you keep forgetting how to program the buttons, write out abbreviated instructions on a card and keep it handy.

Constant telephone interruptions can be avoided in various ways. Encourage callers to telephone during certain hours and plan easy work to do between calls during that time. People will think you're unavailable at other times of the day. If possible, let your answering machine take messages the rest of the day.

Rotate telephone answering responsibilities between several people, if possible. With three people available in a home or office, for instance, each person will be freed up from taking primary calls two-thirds of each day.

Make all your calls at certain times of the day, freeing up other periods for uninterrupted work. When leaving messages, be sure to tell when return calls can reach you.

The length of the greeting on your answering machine message is also important. Even standard 30-second greetings seem long to most people. You'll do callers a favor by buying a 15- or 20-second tape or by putting a very short message on a voice activated tape or microchip.

When recording your greeting, say you aren't "available" rather than you aren't "home." Some people are still afraid this will up burligars you are gone, but an unanswered phone sends the identical message. Include your last name rather than your first name, telephone number



organizing

Dorothy Lehmkuhl

Encourage callers to telephone during certain hours and plan easy work to do between calls during that time. People will think you're unavailable at other times of the day.

or no identification. It's frustrating to return a call to a Mr. Jones and hear a greeting that only tells his number. That leaves you wondering if you've reached the right place.

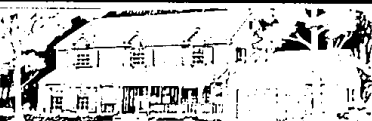
"Cute" greetings are fine for home answering machines but can be highly unprofessional for businesses. Change clever greetings often.

What's fun at first can become downright tiresome several times later. The father of one teen recorded: "Hi, Andy can't come to the phone right now but he'll return your call just as soon as he can. If, by chance, you want someone else in the family, we'll get back to you as soon as Andy gets off the phone." (Actually, I haven't worried at that one yet.)

You can enroll in Dorothy Lehmkuhl's last "Organizing Your Business Life" class at Schoolcraft College by calling 462-4448. Lehmkuhl is a time management consultant based in Birmingham.

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- 302 Birmingham-Bloomfield
- 303 Birmingham-Bloomfield
- 304 Farmington-Farmington Hills
- 305 Farmington-Farmington Hills
- 306 Farmington-Farmington Hills
- 307 Farmington-Farmington Hills
- 308 Farmington-Farmington Hills
- 309 Farmington-Farmington Hills
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- 302 Birmingham-Bloomfield
- 303 Birmingham-Bloomfield
- 304 Farmington-Farmington Hills
- 305 Farmington-Farmington Hills
- 306 Farmington-Farmington Hills
- 307 Farmington-Farmington Hills
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