

Little things count

Secretary offers some hints

Marie Ahearn of Farmington Hills enjoys her job, even though it didn't help her when she tried to play the piano.

Ms. Ahearn is the secretary of the year from the River Park Chapter of the National Secretaries Association.

She is secretary to William M. Davidson, president of Guardian Industries Corporation and to Warren J. Coville, president of the photo division of Guardian in Northville.

Ms. Ahearn took business classes when she was attending high school in St. Louis Missouri.

"I fell in love with it," she recalled. "She types 80 words a minute, without an error."

"I just really enjoy it," she said. "I thought it would help me learn to play the piano. But when I tried to take piano lessons, it didn't work out."

Her shorthand speed reached 200 words a minute when she was in school, but she doesn't use it as much, now.

At one time she was forced to take shorthand at top speed because her former boss prided himself on giving the fastest dictation in the building.

"I just find it an interesting career," she said. "It's not an easy job. I find it a very fulfilling job—some days more than others."

She smiled at the last words.

"You have to be willing to go a bit above and beyond the call of duty," she explained, in her quiet, businesslike manner.

"You should keep your eyes open for ways you can help," she said. "You have to keep the office going."

Ms. Ahearn said it is not always possible for a good secretary to go home at quitting time.

"If your employer comes in at 5 p.m. and says 'get so and so on the phone,' you do it."

If an employer asks a secretary to run errands or mail letters on her way home, she should, Ms. Ahearn said.

"Use your own stamps if you have to."

Her first employer was her father and she credits him with helping her become a good secretary.

"My dad wouldn't allow me to have a file with paper hanging out of it," she said. "Most men like a neat file, although they'll never say anything because it seems like such a petty thing to bring up."

"My dad taught me a lot."

She received her Certified Professional Secretary rating in 1975 which prompted her to return to school. She attends the Detroit College of Business in Dearborn, where she is working toward a degree in executive secretarial science.

"I roll with the punches," she said. "The job is what you make of it."



Marie Ahearn of Farmington was named secretary of the year by the River Park Chapter of the National Association of Secretaries. She believes a good secretary should be willing to serve above and beyond the call of duty.



Area singers and a hospital comedy routine will get into the act for the St. Mary Hospital bicentennial program and open house Sunday, April 25. Nancie Purtill (left) and members of her singing group, Kathy Ehrhorn, Nancy Ketko, Sylvia McKenzie and Carolyn Kruger, watch another of their number, Donna Newson, play patient for Dr. Harry Tarpinian. In their real-life roles of nurses-tat (right) are Rita Selinsky and Louise Dinatale. (Staff photo by Bob Woodring)

Light touch given bicentennial bash by St. Mary group

A bit of spoof "surgery" and a program of light music will be offered in St. Mary Hospital of Livonia Sunday, April 25, as the hospital's contribution to bicentennial events in its community.

Two performances of a music and comedy program at 1 and 4 p.m. are scheduled in hospital auditorium, Five Mile and Levan, and there will be an open house reception in between the presentations.

On stage will be Dr. Harry Tarpinian of the St. Mary staff and Nancie Purtill, doing a comic "operation on Benedict Arnold" to offer a light-hearted look at history, and songs by the Nancie Purtill singers, a local group that has been performing all over the metropolitan area.

THE OPERATION SUIIT is what's left of a planned spoof routine that was to have depicted the history of medical progress in this country for 200 years.

That idea had to be scrapped because Dr. Tarpinian, who was going to direct the show, suffered a neck injury while playing tennis and was unable to do the kind of reporting on stage he had in mind.

So Mrs. Purtill and her 12-member singing group were asked to fill in, and they will do most of the program, with a nod to Benedict Arnold and his operation.

THE NANCIE PURTILL Singers are vocalists who offer programs of sacred as

well as secular music. Coming from varied backgrounds and representing the communities of Livonia, Farmington, Westland, Novi and Dearborn Heights, they have come to be identified with a distinctive style and sound in four- and five-part harmony.

Mrs. Purtill, a Livonia resident, is organizer, conductor and accompanist, and the group also has the services of drummer Jerry McKenzie, guitarist Don Palmer of Farmington and choreographer Bonnie Hunt of Ferndale.

Singers include Nancy Ketko, Lillian Swenson, Janet Hess and Sylvia McKenzie of Livonia; Carolyn Kruger, Kathy Ehrhorn, Ellen Hursig and Barbara Schraut of Farmington; Donna Newson of Westland; Cherrise Hess of Novi and Barbara DeBoe of Dearborn Heights.

THE PROGRAM will include arrangements of "Brazil," the theme from "The Godfather," "Something Better to Do" and "What a Difference a Day Makes."

The singers also will present "God Gave Song," "God Bless Our Country" and "A Place to Live."

Admission for the show is \$1, with tickets available at the hospital or at the door. There is no charge for the open house from 1:30-3:30 p.m.

The event is part of a reader calendar that has been set up by the Livonia Bicentennial Committee.

'Fair flair' set by Mercy

A fair with a flair is coming to the Farmington area thanks to the students at Mercy High School.

Our Lady of Mercy High School's seventh annual fun fair will be on the school grounds, Eleven Mile and Middle Belt, Farmington Hills, on Friday, Saturday and Sunday, April 30, May 1 and 2.

On Friday the fair will run from 5 p.m.

10 p.m., Saturday, from noon to 10 p.m. and on Sunday, from 1 p.m. to 9 p.m.

Students at the all-girls high school have selected the theme of the fair as "A Fair with a Flair." A grand prize will be given away in connection with the fair called "Three Fantastic Events for Two." It includes a trip to the 1978 Olympics in Montreal, a trip to the Oktoberfest in Munich and finally a trip to the Mardi Gras in Rio De Janeiro—all of them for two persons.

In addition, 19 other prizes, ranging from more trips and stereos to appliances, can be won throughout the weekend.

More than 30 rides and many games and booths will be featured, according to general chairman John Hollingsworth and his co-chairman, Mrs. Cathie Hopkins.

Student general chairman, Kelly Campbell, Elizabeth Hart, Sally Palmer and Margaret Poelke, also are participating in the fair's planning.

Sister Mary Carmite RSM, school principal, urges parents and students to participate fully. She also invites anyone who loves the excitement of the fair to attend, whether or not they have any connection with Mercy because it's "a weekend of fun for all."

"In addition, this is one way Mercy helps to underwrite its 'operating deficit,'" she says. "All the proceeds of the fair are

poured into the school's operating budget, and this is one way we try to keep tuition as low as possible."

Botsford Hospital plans open house

Botsford General Hospital, Farmington Hills, will hold a community open house on Sunday, May 16, at 2 p.m.

The event coincides with the celebration of National Hospital Week and is designed to acquaint persons in the area with the services offered.

Tours conducted by Red Cross volunteers will begin at 2 p.m. There will be demonstrations of life-saving techniques, cardio-pulmonary resuscitation and the "kiss of life."

Refreshments will be served by the ladies of the hospital and there will be favors for both adults and children.

Wild foods class starts

A short, non-credit course in wild foods will be held on the Orchard Ridge campus of Oakland Community College for six weeks beginning May 4.

The class will meet each Thursday from 10 a.m. to 3 p.m. and in the five hours students will collect, clean, prepare and cook (gourmet style) natural foods from around the campus and woods area.

Wild foods instructor William McNaughton stresses that the recipes and meals are "delicious banquets" rather than simply cooked weeds.

There is a \$25 course fee plus a \$5 lab fee, but this includes children if the parents take the course. Registration information is available through the college office.

Interlochen Band here on tour stop

The Interlochen Arts Academy Band will stop at Farmington High School during its tour through Michigan with the support of the Michigan Council for the Arts.

The 51-member ensemble will give a program of works by American composers in the school's auditorium Monday, April 26, at 8 p.m. The event was arranged by Harold Kacames, director of instrumental music at Farmington High School.

The band is conducted by Dennis L. Johnson, who has been a staff member of National Music Camp for several summers and is in his first year at the academy.

Featured works from the repertoire include "American Overture for Band" by Gordon Jenkins; "Concerto for Percussion and Band" by Clifton Williams; "Seltic Dances" by Delio Jolo; and Gianini's "Symphony No. 3."

The Interlochen Arts Academy is the winter

corollary of the National Music Camp and provides a full curriculum of pre-professional training in its arts in addition to college preparatory courses in academics at the high school level.

THE INTERLOCHEN Center for the Arts was identified, by the Michigan Council for the Arts as one of six major cultural institutions of Michigan in 1974, and it shares in a \$683,447 appropriation made by the Michigan State Legislature. Interlochen's share is \$72,841. Other recipients of grants are the Meadowbrook Theatre, the Michigan Opera Theatre, the Detroit Symphony Orchestra and Cranbrook Academy of Art.

The academy's touring program is designed as one answer to a cultural drought, believed to exist in many areas of the state. It attempts to introduce lesser-known facets of the art to communities throughout the state and to supplement or augment local school curriculum offerings.



Leading figures in Our Lady of Mercy High School's seventh annual Fun Fair decorate the candy tree for the children and examine prizes for the boutique shop. They are (from left) Kelly Campbell, co-chairman; John Hollingsworth, general chairman; Sister Mary Timothy, associate principal; Sally Waycross and Meg Poelke, co-chairman.