



**ROSNER BROWN TOUCHSTONE & KELLER, LLP**  
 - CERTIFIED PUBLIC ACCOUNTANTS -

## Work-Life Balance

My daughter recently visited from grad school for the one week she had available this summer. She also only gets one week to visit us during Christmas so our time together has been limited for the last few years. So after she left I started to reflect more on the issue of work/life balance. It seems like the time we have to spend with family and friends and the time to simply enjoy our free time is getting less and less. While the time required for business and work life seems to be taking more and more, especially in these recessionary times. It also seems like even when we are away from the office, work still occupies our thoughts and energies. So even when we are spending time with family or having fun time we are distracted by work issues.



My children, Tiffany and Trent, and me in Newport Beach

So what can be done to help with the work-life balance? I came up with the three T's:

## Tune Out

We may not be able to reduce our workload and demands, but we can make the effort to tune them out when we are away from the office. I know for myself I tend to think about and still focus on work issues after hours and on the weekends. While it is difficult and may not be realistic to believe I will always be able to tune it out, there are a few things to do to help.

1. Turn off the emails at night and on the weekends. Most likely we all have cell phones with our work emails available on them. The phones allow you to shut off the emails so take advantage of it. That way when you need to use the phone the emails aren't tempting you to respond. Especially don't look at them before bed. They tend to make you think about them and can mess with your sleep.
2. Do some kind of exercise after work which can help take your mind off the day's stressors.
3. Don't over-commit. I assumed after my kids went to college and were out of the house that I would have a lot of extra time available. I ended up getting involved in a couple of organizations and, while very rewarding, they ended up adding more to my workload and impacted work and personal time.
4. Lastly, don't feel guilty tuning out. Embrace it.

I realize I don't do these things often and very successfully (I am writing this on Labor Day morning), but focusing on tuning out and doing it at some regular interval is a good start. When I do tune out I tend to find I am better focused and refreshed when at work. And, for those who know I golf a reasonable amount, no comments about how I seem to do a good job of tuning out.

## Tune In

When we are at work we are usually very tuned in and focused, "on our game." Apply the same thing away from the office, be tuned in and focused on that side of life. Use the time driving from the office to transition and get the work out of the system. Try turning off the radio and having quiet time on the ride home. Many times I turn on the news on the way home, which only tends to amp up my system and add to the tension of the day. When I have the quiet time to or from the office I tend to be a little more relaxed and focused.

We can also tune in by focusing on some things we enjoy doing away from the office like sports, hobbies, music, reading, movies, etc. Be deliberate about finding the time for these on the weekend, especially time that includes family and friends. If possible on the weekend find some time to just relax and have some down time. Pick up a book or whatever will give your mind and body some needed rest.

## Time Away

It is important to take some extended vacation time to refuel the mind and body. At a minimum, try to make the vacation at least a week. However, I think ten days is better as it usually takes a day to travel to and from vacation and an additional day to unwind and adjust to the vacation. So with these wasted days, a one week vacation usually ends up being at most four days of actual vacation. A 10 day vacation ends up with around seven days of actual vacation and relaxing time.

Now, after saying all of this, I need to put this into practice as I have a hard time tuning out and tuning in on a regular basis. I am taking an extended vacation in a couple weeks so I have at least accomplished that part.



## Meet Natalie Elser

We would like to welcome our new Staff Accountant, Natalie Elser, to the RBTK team! Natalie will be responsible for tax return preparation and other related tax forms as well as assisting in the accounting and auditing of financial statements. In her free time, Natalie loves traveling and being active both at the gym and outdoors. Feel free to introduce yourself to Natalie at [NElser@rbtk-cpa.com](mailto:NElser@rbtk-cpa.com) or (858) 430-0300 ext. 313.

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