

# ESSENTIALS BY DEBI & JIM BOWMAN

## BOWMAN & BOWMAN CONSULTANTS, INC

2701 W. 15<sup>th</sup> St. #554 Plano, TX 75075 Office: 972-578-5095 Fax: 972-578-6687

email: [jmdwbowman@attbi.com](mailto:jmdwbowman@attbi.com)

Total Benefit Services

[www.bowmanbenefits.com](http://www.bowmanbenefits.com)

## Could Your Business Go On Without You?

Whether you are self-employed or a small business owner, how would you answer this question? Here are some helpful ideas that you may not have thought of that could keep your business going. It is estimated there are over 24 million small businesses, with 70% of these having only 1 employee, the owner. Of this, only 30% make it after the owner dies. Only 15% last 3 generations.

It is recommended that you put a 3 ring binder together with the following sections

1. Basic Business Information. Contains legal papers regarding the name, registration, tax ID numbers, etc.
2. Where Things are Located. Where to find contracts, financial records, insurance policies, keys, bank accounts, tax returns, warranties, computer ID's and passwords, etc. Include contacts where appropriate.
3. How things are done. This is the procedural section.
4. Money matters. Section on costs to run the business, P&L statements, inventories, assets and banking contacts. Include loan and debt documents, insurance policies, lines of credit, credit card information, and retirement accounts.
5. Important people. Start with information about yourself. Include advisors, CPA, attorneys, partners, service personnel and people who you do business with and their relationship to your business. Include a customer data base.
6. Time related matters. List here your business priorities, strategies, goals and objectives.
7. Personal know-how and wisdom. List things that only you know about your business and experiences you have along with any resources you use.
8. Confidential Information. List computer ID's and passwords, bank account information, safe combinations, lease or ownership documents, security codes and anyone who has knowledge of these things.

This book should be updated as needed. It should be well worth your time and your family will definitely appreciate it. Besides, your business' future depends on it.

## And Could Your Family Go On Without You?

The same book noted above can also apply to your personal information. Do other family members or your spouse know where the important documents are? At some point, this information needs to be shared with them.

### Office Expansion

Due to our ever-growing business there is a good chance when you call the office the phone will be answered by Jeanette. She is Debi's sister and is now a regular staff member.

### Prostate Screening

Several of you took advantage of the free Prostate screening conducted by Medical Center of Plano Hospital this past September 14. This is an annual event which men age 40 or older should take advantage of. It took about an hour to register, have a blood test and an exam. Well worth the time and cost.

# DIABETES

You have probably heard of the growing number of Diabetics in America. Currently, there are over 17million people diagnosed with it, with one DYING every 3 minutes. Another 47 million are estimated with metabolic syndrome, which raises the risk of diabetes.

During digestion, carbohydrates (carbs)are converted into glucose-the body's primary fuel. This raises blood sugar levels and triggers the release of insulin, a powerful hormone. Insulin directs glucose into the cells for immediate energy needs or it converts glucose so that it can be stored by the liver and muscles. Because the body can only store a small amount of glucose at a time, the EXCESS is converted to fat in the liver and transported to fat cells for storage.

Insulin contributes to weight gain by blocking the action of the enzyme Lipase, which is critical to the breakdown of stored fat into fuel. Insulin also stimulates the liver to produce very low-density LDL cholesterol, the bad kind. The type and amount of carbohydrates you eat affect the rate of sugar absorption and the release of insulin.

Carbs that result high blood sugar levels and provoke large amounts of insulin generally are highly processed and contain little fiber. These include white bread, pastries, cakes, cookies, white rice, pasta, potatoes, corn products, some fruits, fried food, candy bars and ice cream and most food that comes in a box or bag.

Better to eat whole grain bread, less pasta, bran, sweet potatoes, peas, beans and limit the amount of the bad carbohydrate products. Better to eat lean meats, fish and poultry. Use butter rather than margarine. Olive or canola oils are better than other types. It is also recommended to not combine fatty meat with bad carbohydrate foods which can cause a greater insulin response.

You do not need to eliminate carbohydrates, simply watch how much is consumed each day. Although it varies by each person, usually less than 100 carbs per day is all we need. By reducing the amount of carbs consumed (thus less insulin is released), the easier weight lose will be and help reduce the occurrence of obesity, heart disease and diabetes. And best of all, your overall health should improve, and this should reduce your health care costs over time.

DO YOU KNOW how many carbs you eat each day? Do you know what your average should be? There are books out that show you the carbohydrate count for each food you eat and how to determine your average.

Do not neglect exercise. Any activity will be of benefit. Better if it involves cardiovascular type exercise.

There is FREE INFORMATION from the FDA's Office of Women's Health. One brochure is on how to prevent or manage Diabetes, the other with recipes for diabetics.

You can also visit [www.diabetes.org](http://www.diabetes.org) or [www.webmd.com](http://www.webmd.com) for more information.

## Free for Medicare Enrollees

There is a free prescription savings program that may save those on Medicare who do not have a prescription drug card program. To be eligible, income must be less than \$28,000 single, \$38,000 married and have no other prescription drug program.

Call 1-800-711-0807 or visit [www.together-rx.com](http://www.together-rx.com)

## Free Medications

Major pharmaceutical companies may provide drugs at no cost or at steep discounts. Over 70 drug manufacturers offer this type of program. Contact the company to see if you qualify. Qualification is usually based on income and not have a prescription drug benefit.

The Cost Containment Research Institute has a pamphlet listing the drugs. Cost \$5 and mail request to Fulfillment Center, Booklet PD-370, Box 210 Dallas, PA 18612. Or get a copy on-line for \$4 at [www.institutedc.org](http://www.institutedc.org) The website has other valuable information, too.

## Lab Tests

Visit [www.labtestsonline.org](http://www.labtestsonline.org) for information on blood tests, hormone analyses and other diagnostic tests.

## Hand Washing

A Ryerson University, Toronto study concluded that those people who washed their hands more than 7 times a day were four times less likely to become ill as compared to those who did not.

Each day we all come into contact with germs and bacteria. Washing hands before eating with soap or anti-bacteria soap reduces harmful substances that could enter your body.

It is suggested that washing your hands first thing when you come home from work, school, shopping, eating out, restrooms, recreation or entertainment activities, etc. is a preventative from spreading germs and bacteria around your home and to other family members.

We all visit public places where many others have been. There is a good chance you may come into contact with objects that can have an adverse impact on your health. All you can do is minimize the spreading of these to yourself and your family.

## Support Groups

Medical City Dallas Hospital located at Forest Lane and Coit Rd. has several support groups for those who may need it. There is probably a group for most major diseases or afflictions. Contact the main number and ask for the support group you are interested in at 972-566-7000.

We have phone numbers to specific groups. Let us know and we will provide the number to you.

## Caregivers

Are you one of the many thousands who are a Caregiver for someone else whether it is a parent, relative or spouse? Or do not qualify for Long Term Care Insurance? Or do you anticipate having to care for someone in the near future? If the answer is yes, you may want to check out a company called CareResource Solutions. Let us know if you would like information on this valuable service.

## Indexed Annuities

After the past 2 years of volatile stock markets and in most cases, decreased portfolio value, those who have had an Indexed Annuity have not lost anything, rather they still have their peak account value. Plus, with no down side risk, their principle and earnings intact, these people have not experienced the emotions of a down market.

These same people have seen their annuity gain in value in rising market years. Although not appropriate for an entire portfolio, these make excellent anchors with which to balance equity investments. You owe it to visit with us and go over how an Indexed Annuity can help your portfolio perform better and help preserve earnings.

After all, it is not only what you make, it is also what you can retain that counts.

You do not need large balances to start one of these. You can set up monthly payments to add to your balance. These can be either set up as a qualified or non-qualified account. Plus, the added value of tax-deferral which annuities offer can increase your account accumulation, because annual income taxation erodes earnings.

## Building Bones

Dr. Heather McKay states that children add more than 25% of their bone mass in the 2 years preceding puberty. Bone-building exercise is of the greatest benefit to girls ages 10 to 12 and boys ages 13 to 15. Her finding: girls who do as little as 10 minutes of aerobic exercise 3 times per week add measurably more bone tissue that girls who do not.

BOWMAN & BOWMAN CONSULTANTS, INC.  
2701 W. 15<sup>th</sup> St. #554  
Plano, TX 75075

## Total Benefit Services

### Websites on Health Issues

UNICARE has listed on their website, several links to other websites that can provide you information on a variety of health issue topics. Go to [www.unicare.com](http://www.unicare.com) and click on on “Healthy Living”, then scroll down and click on “Resources”. This takes you to a page with the links to various organizations.

This is available to anyone. You do not need to be a UNICARE policyholder.

### Term LifeFund

There is a new type of life insurance available to Texas residents. It has the features of traditional cash value life insurance, but has benefits for critical illness, disability, retirement benefits and the death of the spouse and children. This policy is designed to be there for you during your lifetime, as it provides living benefits. Of course, it does have a death benefit. It's performance it not an investment and is not tied to the stock market. It is best suited for people ages 25-45. If you would like to see how it works, please give us a call. It is the one policy for many needs.

### Fall 2002 Class Schedule

October 7      *Plano Senior Center*  
10-11:30am    Class comparing LTC funding and coverage options.

This newsletter intends to offer factual and up-to-date information on the subjects discussed, but should not be regarded as a complete analysis of these subjects. Professional advisors should be consulted before implementing any option presented. It is meant for educational use only.