

MEMOREXPRESS

A newspaper for Memorex employees in the Santa Clara Valley

Volume II Number 4 April 1984



Ron Mellies, left, presents Irene Hirota with a check for her suggestion to reduce the handling of and paperwork for rigid discs while Lanora Tuttle, Hirota's supervisor, waits to congratulate her.

Spangle presents MEMOREXCELLENCE AWARDS to outstanding employees

At the annual Memorex Management Meeting held in March, Clancy Spangle, president, honored outstanding employees with Memorexcellence Awards. Said Spangle, "It has been our tradition to give special recognition to employees who have made exceptionally outstanding contributions in the performance of their work at Memorex. Memorexcellence Award winners personify our Company's long-standing tradition to quality excellence in everything we do at Memorex."

The winners for 1983 and the categories in which they won are:

Technological Achievement

BILL BROWN, vice president of Development Engineering in SEM&D

Quality Excellence

JIM ZAHODANIS, manager of National Distributor Sales for the Communications Group

Cost Reduction

CHARLIE KIMBALL, manager of Manufacturing in the Flexible Disc Media Division

Cost Reduction

GREG FISCHER, manager of Environment and Energy

Business Turnaround

BRENDAN STAVELEY, vice president and general manager of the Flexible Disc Media Division

Business Turnaround

EDWARD TROST, general manager of the Winnipeg Plant

Business Turnaround

CHRISTIAN TILLISCH, country manager of Denmark

Outstanding New Product

GARY HODGMAN, general manager of the Westlake Village plant

Quality Performance

RAY GOULD, director of Product Management for Storage Equipment

Quality Excellence

COMPUTER TAPE DIVISION BUSINESS TEAM

Irene Hirota wins ESP Award in LDDD

IRENE HIROTA, senior inspector for Disc Receiving in the Large Disc Drive Division, is the most recent winner in the Employee Suggestion Program with a recommendation which reduces handling of and paperwork for rigid discs.

By reducing the number of warehouse stops where disc inventory had been required, Hirota felt that the inventory process would be more streamlined. At the same time, procured subcomponents pass through inventory with increasing accuracy, but decreased damage and paperwork.

For her suggestion, Hirota was presented with a check for a percentage of anticipated savings, by **LANORA TUTTLE**, supervisor of Head/Disc Receiving, and **RON MELLIES**, manager of Materials Handling.

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MAY EVENTS

1

Giants vs Dodgers 7:35 p.m.

5

Special Olympics — County-wide event
San Jose City College's Athletic Field

Memorex Divoteers — Las Positas,
Livermore 11:00 a.m.

7

A's vs Mariners 7:35 p.m.

11

Giants vs Expos 7:35 p.m.

Opening night of "Heaven Can Wait"
San Jose Stage Company through
May 27

12

Memorex Fitness Run at West Valley
College 9:00 a.m.

Giants vs Expos 1:05 p.m.

13

Mother's Day

Giants vs Expos 1:05 p.m.

15

Giants vs Mets 7:35 p.m.

18

Giants vs Pirates 7:35 p.m.

19

Armed Forces Day

Giants vs Pirates 1:05 p.m.

20

Agnews Awareness Faire — West
Campus — 9:30 a.m. - 5:30 p.m.

Giants vs Pirates 1:05 p.m.

25

A's vs Yankees 7:35 p.m.

26

A's vs Yankees 1:05 p.m.

27

A's vs Yankees 1:05 p.m.

28

Memorial Day

A's vs Tigers 6:15 p.m.

29

A's vs Tigers 6:15 p.m.

Build your future with new benefit from Burroughs

How would you feel about a savings plan where you could shelter a portion of your pay from current income tax, select from a variety of investment options, postpone the payment of income tax on your investment earnings, and receive a 40% matching contribution on part of your investment?

The Burroughs Employees Savings Thrift (B.E.S.T.) Plan was created to help employees save for the future by taking advantage of some recent provisions in the tax laws. Under the Plan, which will be made available to all U.S. Burroughs employees, including Memorex employees who have at least one year of service, you can authorize the Company to direct from 1% to 6% of your pay into your choice from among five different investment options, using before-tax dollars. The result is to shelter that pay from current income tax, leaving you with a lower tax liability for the year. In addition, the earnings which the investments produce are similarly sheltered from current income tax. For every dollar you put into the Plan, up to 6% of before-tax pay, Burroughs will contribute an additional 40%. This 40% matching contribution is automatically invested in Burroughs common stock and, like the other investments, dividends earned by the stock are income tax deferred.

Employees who elect to save the maximum 6% in tax-deferred pay and want to save more can direct an additional 1% to 10% of their after-tax pay into the Plan. There is no 40% company-matching contribution on this money, but its earnings are tax-deferred.

Many other companies are developing savings plans using the tax-deferral feature of the tax laws (Section 401(k) of the IRS

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Hi-Tech Trivia

What is synergy?

The original meaning of the word synergy is: **that quality about a thing which is greater than the sum of its parts.** According to Buckminster Fuller, who created the word, it names a certain intangible quality about life, Mother Nature, people, and things, which would not be there if not for the combination of parts. Fuller asserted that individual human beings have synergy which comes about as a result of the combination of their parts; that groups of people have it; that everything (both natural and man-made) and every group of things has it. By Fuller's definition, it is not something that can be consciously created, but is a quality inherent in everything and is observable, while not easily definable. Clearly, he intended it to define *energy*, not actions.

Webster's Dictionary, however, defines it as: combined action or the cooperative action of two or more things. Either Webster has missed Fuller's original intent, or has created a new definition. In either case, it is one of those words that has been overused and misused and whose original definition has been somewhat lost in the shuffle. To be certain, the creator of the word (Fuller) knew what he meant and the word should be used as originally intended.

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Graphic Design, Hall & Assoc.
Typesetting, Tiffany Type
Memorex Corporation is a
Burroughs company.**

Good communication skills pave the way to success

Experts assert that good communication skills are essential for the person who wants to be successful in any endeavor in life. Included are good skills in speaking and writing. Memorex Speechmasters, a chapter of Toastmasters International, offers Memorex employees an opportunity to learn good public speaking skills, which also helps sharpen verbal skills for any situation. See the article on Speechmasters on this page.

Good writing skills are not as difficult to acquire as you might think. True, there are differences in language usage between speaking and writing. The written word must usually follow the rules of good usage more than the spoken word, so a good knowledge of those rules is important. Even more important, however, is knowing how to communicate information in a way that people can understand and relate to. Knowing all the "ins and outs" of the language is not nearly as important as knowing the six essential ingredients of good writing, as follows:

1. **BREVITY.** Brevity (that is, briefness) is the soul of wit and the soul of good writing. The old writer's axiom **KISS** stands for "Keep it simple, stupid" and means that if you really want someone to understand what you're writing about, make it as simple as possible. Rather than thinking about all the stuff you can put in your article, think more about what you can leave out and still communicate your message. Contrary to popular opinion, it is quite easy to take a simple message and make it complicated by couching and hiding it in a lot of unnecessary verbiage. It is much more difficult to take something complicated and make it simple, but it certainly can be done if you clearly intend to do it.
2. **CLARITY.** A common misconception is the idea that a good writer hides his/

her message so the reader can be challenged to find it among all those fancy (50¢) words. Wrong. The effective writer makes the meaning as clear as possible, leaving no room for doubt about what is being communicated. Though you should avoid repeating information unnecessarily, it is better to be repetitive than to be unclear. A writer's primary goal is not to impress readers with his/her command of the language, but rather to communicate information. That's all.

3. **PRECISION.** To be clear is to say what you mean. To be precise is to say **exactly** what you mean. While the use of a few words can be clear, the use of one word to mean the same thing is more precise, and precision etches a sharper picture in the reader's brain, further reducing the possibility of misunderstanding.
4. **HARMONY.** Inherent in writing should be a certain harmony, much like that in a great piece of music. It should flow in an order that is easy to follow so that the reader is relieved of the burden of muddling through your words to figure out what you're trying to say. If the reader is literally tripping (mentally) over your words, your message is lost. It can be likened to listening to a great piece of music when the musician hits a wrong note. The same principle applies to any type of communication. Avoid sour notes.
5. **HUMANITY.** Since virtually everything written is about people, either directly or indirectly, personalize it as much as possible. That is not to say that your writing should be filled with "I, me, my" etc. As a matter of fact, that can be a turnoff to the reader, depending on the nature of what you're writing. But do remember that human beings are usually more interested in other human beings than any other

subject. Don't write about the crop failure. Write about the farmers in crisis. Don't write about romance. Write about people in love. Who saw? Who heard? Who felt? Who is affected by the procedure, proposal, or report that you're tasked to write? Who will be reading what you write?

6. **HONESTY.** The shortest distance between here and there is the truth, and the best way to achieve honesty in your writing is to be honest. Don't try to sound hip when you're square or vice versa. Don't try to outwrite Erma Bombeck or Victor Hugo if it isn't really your style of thinking or expression. Use words you're familiar and comfortable with. Read each sentence you write and ask yourself, "Does this sound like me?" If the answer is no, write it again the way you would if you were telling it instead of writing it.

The more you write, the easier it gets; so write, write, write, then write some more. **D.B.**

Improve speaking at Speechmasters

by Laura Lingen

Have you ever been in a situation where you were required to give your opinion on a major decision affecting your job or department, and all that came out of your mouth was "ah...well...ah...I, I, I...?"

If so, then you need to join the club. The club is Memorex Speechmasters, a chapter of Toastmasters International. Speechmasters provides the opportunity to improve your ability to say what you're thinking, think more clearly about what you're hearing, and sharpen your skills in evaluating the ideas of others.

Speechmasters has a friendly, supportive environment where you can develop and practice your ability to express yourself before others. The club also offers opportunities for leadership responsibilities and organizational skills development.

Meetings are held every Wednesday from noon to 1:00 p.m. in building W, 1125 Memorex Drive. Membership is open to all Memorex employees. For more information, contact me at 987-0843 or **CHRISTINA WHITELEY** at 987-9601. Or drop in any Wednesday as a guest with no pressure to participate.

Energy use drops 10 percent in '83

Memorex employees successfully reduced energy use by 10 percent in 1983, due to a greater awareness of the importance of conserving energy, the installation of energy-efficient systems, and employees' willingness to take responsibility for energy conservation.

The seven divisions or groups whose total reduction exceeded the average are:

Physical Distribution	19.7
Westlake Village	19.5
Memorex/DIC	15.3
Communications Group	14.9
Flexible Disc Media	13.6
San Tomas complex	10.6
Precision Plastics	10.4

The goal for 1984 is an additional seven percent reduction, which should not be difficult to achieve if we continue to be as aware and responsible for energy conservation as we were in 1983.

New council links marketing groups

A new council has been formed to improve the administration of Memorex marketing programs and to open up communication between marketing groups inside the Company. The council is one of eight special Memorex councils formed to address specific problems and to improve on current operations. The other Councils are: Information Systems, Manufacturing Automation, Quality, Administrative, Employee Development, Field, and Advertising.

The Marketing Council meets monthly to review programs and assign action for special projects, three of which have already been completed since the Council's formation last Fall.

DENNIS FLANAGAN, vice president of Marketing for the Communications Group, serves as chairperson for the Council and describes it as a vehicle to open up communication between the various marketing groups within the Company by sharing information on each group's activities and strategic plans.

"Some of the marketing topics we review include professional standards, career development/pathing, and commonality of job families, as well as internal and external marketing programs," says Flanagan.

Council members also include: **CHUCK COMISO**, vice president of Marketing and Sales in the Media Products Group; **GEOFF SEABROOK**, director of Marketing in Storage Equipment; **SAM SPADAFORA**, vice president of Sales Operations in U.S. Equipment Sales and Service; **JOHN SHERMAN**, vice president of the Memorex Finance Company; **ROBERT BERRY**, vice president of Customer Operations for Storage Equipment; **BARRY DONAHUE**, director of Marketing in OEM; **TREVOR SULLIVAN**, director of Marketing/Equipment for Memorex International; and **MARK KLEIN**, vice president of Sales for the Media Products Group.

Although attendance at Marketing Council meetings is normally limited to Council members and their invited guests, it is possible for other Memorex employees to be placed on the agenda.

Says Flanagan, "If you have a particular problem or proposal that might be appropriate for the Marketing Council to consider, contact a Council member in your Group, or call me." His number is (408) 996-9000, extension 449.



*The Memorex Records Center is taking the first step toward a computerized future by microfilming Company source documents for permanent storage. In the past, documents were filed in boxes which invited the possibility of lost or misfiled records. This new filming system will provide a more accurate and reliable record system which will first be used by the Payables Department. Another benefit of film-stored documents is space savings. For every five archive boxes stored, two small microfilm cartridges will now take their place while still storing the same amount of information. Testing the new microfilmer is **JOHN MORGIN**, for the Records Center.*

SDC/Harris subsystems to use Memorex media and disc drives

System Development Corporation (SDC), a Burroughs subsidiary, has been chosen by Harris Corporation of Melbourne, Florida, to furnish mobile message switch and message management subsystems for its Direction, Control and Warning Communication Systems (DCWCS) contract from the Federal Emergency Management Agency (FEMA). The initial contract calls for construction and delivery of the four sheltered mobile DCWCS units. The units will use Memorex media and disc drives.

The Government Electronic Systems Division of Harris will manage the pro-

gram, which calls for establishment of a nationwide communication system to protect the nation's civilian population and resources in the event of a national or technological emergency, including an earthquake or other major disaster.

SDC specializes in high technology information management system design and integration, customer hardware and software development, facilities management, and data networking products and services. SDC customers include the U.S. government and its agencies and state governments, as well as private industry and international users. It is headquartered in Camarillo, California.

As noted in the article above, Memorex will be providing media and disc drives for the SDC/Harris Mobile Direction, Control and Warning Communication Systems, under a new government contract.

However, Memorex and SDC have an already-established working relationship, as subsidiaries of Burroughs Corporation, and recently received the letter below from E.V. Triplett at SDC.

Recently, SDC experienced an operational emergency that required the acquisition of additional disc and tape units from Memorex on a "crash" basis. This equipment was essential to the installation of a second processor in our Somerville facility.

Memorex Corporation's response to this requirement was absolutely outstanding, in large measure due to your understanding and your efforts in expediting the order process. In one instance, the order was received by you on one day and was shipped by air the following day.

SDC is extremely grateful for your responsiveness and professionalism in expediting this order. As members of the same Burroughs family, we are indeed gratified that such fine support is available.

E. V. TRIPLETT



SPC provides means to produce highest quality

There is no doubt that American companies must continue to enhance the quality of what they manufacture and the services they provide in order to compete in the world market. Competing in the world market obviously includes doing business in our own country. American automobile manufacturers have discovered that the hard way, by losing sales to the Japanese and Germans, even in the American market. Consumers of all products and services have clearly demonstrated that they not only want quality, but that quality is the only thing they intend to buy.

"Consumers of all products and services have clearly demonstrated that they do not only want quality, but that quality is the only thing they intend to buy."

People may be tiring of hearing the word QUALITY over and over again, but economic survival, both domestically and internationally, depend on it.

But how does a business produce the highest quality goods and services? The simplest answer is: conform to the highest quality requirements. Accomplishing that, however, is not so simple. Changing technology and demands from the marketplace influence the very requirements we need to conform to in order to produce and deliver quality.

Anyone can make a gourmet stew if the recipe is correct and followed to the letter. The same applies to business. Achieving quality starts with clearly defined requirements (the "recipe"). From there, it's a matter of establishing processes and procedures that will produce what's been specified and adhering to those processes and procedures to the letter. That way, and it may be the only way, it's done RIGHT THE FIRST TIME!

Producing consistent quality, then, requires a systematic approach to defining processes (including the processes of obtaining and developing requirements), identifying and reducing variations in the process steps, and providing the tools to predict and model the final product.

Statistical Process Control (SPC) is a means to do that and can be used to perform any task in a quality way, including building a quality product, dealing with people, and creating a gourmet stew.

"Statistical Process Control ...can be used to perform

any task in a quality way, including building a quality product, dealing with people, and creating a gourmet stew."

SPC is a statistically-driven technique of controlling processes to ensure that the product meets the requirements. The technique can be used to monitor critical parameters that can change and, therefore, change the product or service. It can be used to monitor all processes involved in manufacture. It allows uncontrolled processes to be stopped before they produce products or services that do not meet requirements.

The result is higher quality products or services with greater reliability, more consistency, higher yields, and lower costs at every step.

Very simply, SPC means:

- working on processes more than outcomes (if the processes are effective and correct, the outcome will be the proof)
- constant improvement
- consistency and constancy of purpose, not short-term results
- cooperative relationships
- elimination of waste.

While it is easy to see how a method such as SPC can be applied in a manufacturing environment, it can be difficult to see where using the method will improve the quality of a service. However, service itself can be seen as a product which is achieved through the performance of many processes.

"...service itself can be seen as a product which is achieved through the performance of many processes."

Quality is just as important in a service-oriented business or task (such as consulting, banking, or health care) as it is in a product-oriented business. A person or business providing a service can deliver higher quality through constant attention

to and improvement of the processes involved, using the SPC method. Since Memorex is in the business of delivering both products and services, SPC provides a means for improving everything that we do, and is becoming a vital part of the Memorex way of doing things.

"SPC provides the means for improving everything that we do, and is becoming a vital part of the Memorex way of doing things."

It is very well summed up in the now-familiar phrase: DO IT RIGHT THE FIRST TIME. That is, design the process right the first time, perform every step of the process right the first time, put it together right the first time, and get the results you want the first time. Work on the processes, improve constantly, be consistent, eliminate waste, and cooperate with other people.

If we wait to assess our processes based on final outcomes, it's too late; but if we control and improve processes as we perform them, outcomes are ultimately controlled and clearly reflect the processes which created them.

Nothing about SPC is new. It's all been said before, initially by W. Edwards Deming in Japan in the early 1950's. What is interesting, however, is that the Japanese were listening. They applied the principles and philosophy of SPC and are now threatening to dominate any business in which they're involved. These were American-inspired and conceived principles, but the Japanese recognized a good thing when they heard it.

At this point, it doesn't really matter who thought of it. What matters is that it's time to practice what we've preached and produce the quality goods and services that will help us to hold our position as the undisputed world business leaders in every industry, to set precedents for the rest of the world, and to DO IT RIGHT THE FIRST TIME. D.B.

Thanks to ROB RUSSELL for his assistance in preparing this article.

If you would like more information about Statistical Process Control (SPC), read the books listed below and contact JOHN DOWD at 987-0860 or ROB BUSSELL at 996-9000 X228.

Guide to Quality Control, Dr. Karen Ishikawa (available from UNIPUB, Box 433, Murray Hill Station, New York, NY 10157, 800+521-8110).

Statistical Quality Control, E.L. Grant and R.S. Leavenworth, McGraw-Hill Book Co., San Francisco, CA 1980 edition.

Statistics Made Simple, H.T. Hayslett, Jr., Doubleday & Co., Garden City, NY.

IE provides a variety of career opportunities

MYTH: All engineers are specialists, concentrating on one specific engineering discipline and always working primarily with machines, not people.

FACT: One engineering field prepares people for an almost unlimited variety of career possibilities and, surprisingly, it includes a strong emphasis on human beings: how they work, what their needs are, and what makes them feel good about what they're doing. That broad engineering field is Industrial Engineering.

The IE (industrial engineer) concentrates on satisfying the needs of human beings through improving productivity without increasing costs — a critical and important challenge. Because an improvement in productivity in any task must be done without wasting physical and human resources (therefore maintaining the environmental balance), the study and application of industrial engineering must be very broad.

An IE may be employed in almost any type of industry, business, or institution, from retail to manufacturing to government to hospitals. Concerning themselves with solving problems through the application of scientific and practical knowledge, IE's can be found in airlines, railroads, food services, educational and public service agencies, computer service centers, construction, social services, electronics, facilities design, warehousing, personnel, and in any other area where people work to produce goods or services.

An IE looks at the "big picture" of what makes individuals and groups perform best by combining human resources, natural resources, and man-made structures and equipment. The IE also deals with motivating people as well as determining what tools should be used and how they should be used.

Because of that, the demand for IE's has grown dramatically over the past two decades to bridge the gaps between human beings, their tools, and the environment, both natural and man-made.

Operations research and ergonomics, among others, are outgrowths of industrial engineering, and the career possibilities for industrial engineers are rapidly growing in this very important field.

"IE embraces the whole ball of wax in engineering," according to **HOWARD MATHEWS**, staff engineer in the Flexible Disc Media Division, and an industrial engineer for a number of years. He has recently been elected a regional vice president, and consequently, a member of the Board of Trustees, of the Institute of Industrial Engineers (IIE), a policy-making body which purposes are to promote the interests of practicing and



student IE's, establish accreditation of colleges in the IE curricula, and promote professional ethics and standards. The professional society includes about 42,000 members nationwide and additional members in the Middle East, the Orient, Canada and Mexico.

Reporting to **CHARLIE KIMBALL**, Mathews is responsible for cost reduction in Flex Disc, a very broad and important responsibility. He joined Memorex in December of last year.

Mathew's personal goals as a regional vice president and member of the Board for IIE are many, but primarily he would like to raise awareness of what IE's are doing, who they are, and what their many contributions are to the quality of life for all human beings. **D.B.**

Employee Services and Credit Union host celebration

A week-long celebration will mark the opening of the new facilities for the Employee Services and Activities Department and the Memorex Employees' Federal Credit Union. Tentatively scheduled for the week of April 23 through 27 in the new headquarters for both departments (building 17, near the corner of Walsh and Scott Avenues), festivities will include: a raffle for some valuable prizes, souvenirs, munchies, a special sale in MAG Mercantile (the employee store), balloons, and more.

The celebration will culminate in a Grand Opening finale, featuring an official ribbon-cutting ceremony led by Larry Chamberlin, vice president of Human Resources and Corporate Communications.

Watch bulletin boards for more information on this very exciting event.

B.E.S.T.

continued from page 2

Code), but the B.E.S.T. Plan is especially flexible. You decide how your money is to be invested, choosing from five different options, and you can change your investments at regular intervals. Furthermore, you have the ability to make withdrawals from any after-tax contributions for any reason. Although the law restricts withdrawals of before-tax contributions (i.e., the first 1% to 6% of pay), you may withdraw these funds in the case of hardship — and this includes such things as the purchase of a new home or college education expenses for yourself or your dependents.

One of the most interesting features of the B.E.S.T. Plan is the provision for loans. Beginning in 1986, assuming that current IRS regulations do not change, you will be able to borrow from your before-tax account and repay yourself with interest. You can then declare the interest as an itemized deduction on your Federal Income Tax returns.

In summary, B.E.S.T. provides you with an opportunity to save for the future using before-tax dollars and receive a 40% matching company contribution. B.E.S.T. allows you to postpone paying income tax on your contributions up to 6% of your pay, on the matching company contributions, and the earnings on all contributions, including any after-tax contributions you may wish to make. Final distribution of your funds is made at retirement, death, disability or other termination, when more favorable tax treatment may apply, but funds are available to you before that time through withdrawals or loans.

Burroughs is making this Plan available because they recognize the importance of helping employees save for the future. The new tax laws provide a tremendous opportunity for the Company to create a savings program which employees could not duplicate on their own. It should be noted that Burroughs pays all the administrative cost of the Plan, including the 40% matching contribution. While the cost of the Plan will be substantial, Burroughs management feels it is important to provide this benefit to employees.

More detailed information about the B.E.S.T. Plan will be forthcoming and employee meetings will be held during April to provide enrollment opportunities. The Plan will go into effect on July 1, 1984.



"AN INVASION OF ARMIES CAN BE RESISTED, BUT NOT AN IDEA WHOSE TIME HAS COME."
Victor Hugo

APRIL ANNIVERSARIES

15 Years

Mattie Benton
Richard Dela Cruz
Agosti Marques
Durwood Smith
Don Stevenson
Donald Stoye
Opal Wells
Dennis Zanone

10 Years

Dolores Alfaro
Sylvia Anderson
Erma Brown
Thomas Campbell
Phillip Caulfield
Robert Dillon
Douglas Elsworth
Virginia Flores
Obaid Khan
Dorothy Newhall
Richard Ordonez, Jr.
Macario Pamanian
Janet Rose
John Toohey, Jr.
Eloy Trujillo
Barbara Youngdahl

Memorex libraries support Summer Reading Program

The Memorex Technical Libraries have once again supported a very successful Summer Reading Program for the children of Santa Clara County. The purpose of the Program is to make libraries and library programs more attractive to all children — even reluctant readers!

Memorex and other corporate sponsors were responsible for providing all the printed materials for the Program; that is, folders, activity books, "membership" cards, bookmarks, posters and certificates.

Besides Memorex, sponsors included; Varian, Apple, AvanteK, Saga, National Semiconductor, Rolm, Consolidated Publications, and Ford Aerospace.

Because of the partnership between industry and the libraries, over 14,000 children in the County were able to participate in the Program in the summer of '83.

Memorex is again involved in supporting the Program for the summer of '84, by providing the certificates for the children.

Exemplary Action Award Winners

The following employees have recently won Exemplary Action Awards for extraordinary contributions to the company.

SHERRY ADAMS
CAROL AHNIN
MAXWELL ALLEN
JUDITH ANDROS
FRANCO BAUTISTA
CARL BRANNON
GEORGE BRUCE
BRUCE CARRIGAN
EDGARDO CODILAN
LORRAINE CHABAUTY
ANNE DONAHUE
MARGARET CATTRAN DROESSLER
GEORGE FIDLER
DON GAYNOR
LESLIE HANLON
BRUCE HEINEMANN
RHONDA HIGGINS

OTTO KRALICEK
JAMES R. MacPHERSON
STEPHEN R. MANNING
HEATHER MAURICE
RICHARD NAWOLSKI
JOHN J. NEWMAN
JAMES M. NICTER
GAYLE RAIELLO
LEO RAYMUNDO
RACHAEL ROBERSON
BARBARA ROEDER
ALFRED SALER
JACKIE SHUTE
ROBERT SIMPLOT
FRANK J. SORDELLO
SUSAN D. SCHOUW
DIANE WEBB

Celebrate the Human Race

May 12 will bring you an opportunity to join THE HUMAN RACE, a fund-raising walk-a-thon, jog-a-thon (or whatever means you prefer, including wheelchairs) sponsored by the Volunteer Center of Santa Clara County and designed to benefit your favorite participating non-profit organization or the Volunteer Center, if you prefer.

Participants will gather pledges from friends, family, and coworkers, then walk, run or wheel the 10k course at Los Gatos Creek Park and collect the money for the non-profit agency they choose.

Last year, more than \$20,000 was raised for various non-profit agencies in Santa Clara County, including the Boy Scouts, Alviso Child Development Center, Life Crisis Center, Friends Outside, and many others.

In addition to raising funds, the event provides much-needed publicity for non-profit organizations, provides an

opportunity to meet new people and get some exercise while volunteering for a worthy cause, and promotes a spirit of community-wide camaraderie.

If you have a favorite non-profit agency in Santa Clara County that you would like to support in this way, call the agency and get more details. If you haven't selected an agency to represent in the event, call the Volunteer Center at (408) 244-5252 for more information.

Aside from the personal rewards of participating, there will also be a number of valuable prizes for the walkers joggers wheelers.

This is a wonderful opportunity to have a good time, get some exercise, and prove that you're a certified member of THE HUMAN RACE!

The Human Race is supported by members of Memorex's Community Relations Council. For more information, contact your CRC representative or call Ernie Tydell at 987-2894.

Moving up...

VICKI THOMPSON has been appointed manager of Financial Planning and Analysis for SEM & D. She has been a Memorex employee for six years...RAJ RAJENDRAN has been named manager of Budgets and Measurements for U.S. Equipment Sales and Service. He has been with Burroughs and Memorex since 1975...WARREN MIX has been appointed vice president of North American Sales for the O.E.M. Equipment Business Group. He has been with the Company since 1983...PHYLLIS WALLACE was recently promoted to associate Human Resources representative for the Flexible Disc Media Division. She has been with Memorex for three years...PENNIE COMBES has been named Marketing Administrator for the Communications Group. She joined Memorex in 1981.

WANTADS

WANTADS

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ROOMS WANTED

Co-op college students from out of the area will work at Memorex from June to December. If you have a room available for rent, contact Diane Rubino at 987-1182.

GREEN CORDUROY SOFA

84" long, recently cleaned, with 3 cushions and bolsters. \$100. Call Joe at (415) 349-7164.

1979 DATSUN LONGBED

Pickup truck, new mags, A/C, stereo cassette; low miles, good condition. \$3000. Call Terri at (415) 657-5237.

1974 CHEVY STEPSIDE

Pickup truck with camper shell. Must sell; \$3500/offer. Call Bill at (408) 281-4634.

LOUNGE CHAIR

Burnt orange high-back chair. Very good condition. \$75. Call Norm at (408) 255-7080.

TRUCK W/CAMPER

10 1/2' camper and 1970 Chevy 3/4 ton truck; 82,000 miles. 350 V8, power steering and brakes, A/C, 4-speed; camper has hydraulic jacks. \$3800. Call (408) 272-5302.

BABY FURNITURE

White Babycryst crib with Simmons mattress; matching 5-drawer dresser; excellent condition. \$200. Blue cord Gerry portable stroller. \$25. Yellow walker. \$10. Call Rosemary at (408) 259-0566.

MOTORCYCLE

1982 Honda XL 185-S; mint condition; red; great on/off road bike. \$850/offer. Also Bell Moto-3 helmet. Call Andy at (415) 657-9568.

MOBILE HOME

1980 Candlewood, 24x48; 1150 sq. ft; 2 bdm., 2 ba.; laundry room w/washer & dryer; beautiful kitchen w/all appliances; 8x8 ft. storage shed; low maintenance yard. Adult park. \$37,950. Call Susan or Joe at (408) 258-6124.

1972 MERCURY CAPRI

Stereo, sunroof, dark green exterior, tan interior; excellent condition, great transportation car. \$1099/offer. Call Greg at (408) 244-9015.

'74 CHEVY

Impala custom V8, automatic, power steering and brakes, A/C; stereo cassette. Good condition; 80,000 miles. \$1,600. Call (408) 735-1875.

BABY CRIB

White Bassett crib with mattress and accessories; excellent condition. Call Sandy at (408) 252-6967.

SHARE RIDE

Need to share ride from Los Gatos to Santa Clara complex, day shift. Call Theadora at (408) 356-5989.

AQUARIUM

125-gallon aquarium with stand and equipment. \$300. Call Paul at (408) 272-3964.

CAR CLUB?

Anyone interested in joining a car club—sports, classic, or exotic cars? Planning tours, rallies, and auto-cross events. Call Alan Burgess at (408) 971-0912.

JOIN THE HUMAN RACE

Needed: people who want to have fun while donating their time to a worthy cause: The Human Race. The event is supported by Memorex's Community Relations Council. See the article on page 7, then call your CRC rep or Ernie Tydell at 987-2894 for more information.

HONDA TRAIL BIKE WANTED

Honda Trail 90 wanted with step-through frame, low range gear option required. Any year, any condition. Call Steve at (408) 246-9008.

SNOW TIRES

Honda (car) snow tires, almost new. \$40/pair. Call Jackie at (408) 448-4031.

BRASS HEADBOARD

Full-size brass headboard, 8 mos. old, like new. Originally \$459. Sell for \$350. Call Dan at (408) 244-2705.

1982 CORVETTE

Black w/tan interior; glass t-tops, AM/FM stereo cassette; new brakes; 23k miles; last of this model. Call Robert at (408) 984-4815.

FREEZER

30 cubic foot upright freezer, used only 6 months. \$500. Call Paul at (408) 272-3964.

1974 FIAT

Fiat 124 sedan, 1600 T.C.; good condition. \$1000/offer. Call Paul at (408) 272-3964.

I'd like to place an ad in MEMOREXPRESS.

Name _____

Work Extension _____ Mail Stop _____

Ad: _____

Home Phone () _____

- MEMOREXPRESS reserves the right to edit or omit WANTADS and assumes no liability from this action.
- Only home phone numbers may be used in WANTADS.
- DEADLINE for WANTADS is the 12th of each month.

Send WANTADS to: MEMOREXPRESS M/S 06-03.