

“Where Are They Now?”

Barb Corbett

1. When did you work for LCOI? February 2003-January 2016
2. What were your job duties?

In my later years at LCOI, my main duty was receptionist in the Services Building. I was responsible for answering all incoming calls and routing them to the correct department. I greeted the consumers and anyone that came into the reception area. I determined their needs and connected them to the proper department. While at the switchboard, I worked for the Finance Department.

Some of my duties included processing paperwork and generating checks monthly for the Shelter Plus Program. I was in charge of Petty Cash and distributed cash to employees for supplies. Part of my duties included backup for the Fiscal Coordinator. I processed payroll and various other duties in her absence. Some of the other miscellaneous duties for Finance included preparing quarterly payroll tax reports, all filing for the Finance Department and stuffing weekly AP checks. I also did various tasks for the HR Director. Daily I ran all outgoing mail through the mail meter and added postage when needed. Another job duty was to keep track of and order paper products and office supplies.

3. What are you doing now?

I am enjoying being home and spending time with my family. I especially enjoy on snowy days looking out the window and enjoying the beauty, sipping on a cup of tea and not having to drive in it! I serve on the Board of Directors for Lewis County Head Start. In November I worked for the first time as an Election Board Inspector for the Presidential election. I found it to be a very interesting and fun experience.

For fun I am enjoying outdoor activities. In the winter months I like to snowshoe up on our hill following the creek bed and seeing deer and turkeys occasionally in my travels. I also enjoy playing in the snow with my grandchildren. During the summer you can find me working in my flower beds, taking long walks, riding my bike, camping or taking trips with my husband to Old Forge, Clayton or Alex Bay. You can often find me with a book in my hand as I am an avid reader.

We recently hired our son-in-law to remodel a room for us that will become a sewing room/craft room where I plan to spend time sewing, using my Cricut machine, painting and doing various other crafting with my grandchildren.

During my career at LCOI I loved greeting and interacting with the consumers. I enjoyed working with many special people whom I will consider lifetime friends.