



LASCO POSITIONING STATEMENT

Lasco provides Information Technology (IT) solutions for small to mid-size financial institutions, businesses and organizations across the Upper Midwest. Lasco also serves as a data processing center for financial institutions providing numerous bank services to assist institutions with their day-to-day operations. For almost 40 years, Lasco has worked in an honest, ethical manner with its commitment being to assist its clients in achieving success. Lasco's client relationships are built on this commitment and trust with each of its clients.

Note from the CEO:

Dear Valued Customer:

Over the past several months, we have provided information to you regarding security, communications, disaster recovery and upcoming technology. In an effort to assist you in understanding the complexity of these topics and how they affect you, Lasco will be hosting a one day Technology Seminar in the fourth quarter of 2006.

Our goal will be to discuss your disaster recovery plan and how Lasco impacts that Plan; discuss the latest technology available in multiple areas; discuss communications and security.

This day long Technology Seminar will be an open forum to discuss your needs, ask questions, share ideas with others and gain valuable knowledge. Please keep an eye out for mailings regarding this Seminar the end of the third quarter.

As we approach the end of summer, we hope everyone will have a great fall season and will take in some of the great outdoor events the U.P. has to offer.

Warmest Regards – Dennis VanLandschoot, CEO

Do You Have Communication Needs:

Lasco has partnered with AT&T to provide Communication Services to our client base.

Are your communication costs dramatically cutting into your profits? Is communication becoming harder to understand? Are you paying large communication costs but still don't have the bandwidth to perform efficiently?

Lasco's partnership with AT&T can provide you with many advantages to help you answer these questions and, more importantly, to drive your bottom line profits up. Lasco is the low price-point provider for frame relay circuits. We can increase your band width while decreasing your recurring monthly communication expenses and provide knowledgeable support for your system. Over the last two years, Lasco's WAN network has grown to be the largest frame relay circuit communication network in the Upper Peninsula with over 100 locations. We are extremely proud of this accomplishment.

Frame relay circuits have proven to be a reliable, long-term solution for many businesses. These circuits provide the ability to meet ever changing band width needs as your business grows. The ability to run multiple services over the same communications network system will provide greater efficiency while reducing cost.

With our professional design services, we can build a solution that meets your needs for a communication system that will also meet your needs for multiple disaster recovery scenarios in a meshed network environment.

Keep Lasco in mind when your existing communication line contracts come due and allow us to evaluate your frame relay solution options. When compared to expensive, mileage driven point-to-point configurations, or problematic internet VPN options, the proven frame relay network is often more cost effective, even when terminating prior contracts early.

Let us perform a free evaluation of your communication system, provide you with pricing for a frame circuit network and show you the cost savings you would be receiving for your communication needs.

Please contact Dan Fezatt, Senior Vice President of Information Technology at 800-800-6197, extension 157 or direct at 906-228-1057.

IT CONFERENCE

Lasco is proud to announce that we are one of the event sponsors for the upcoming IT in the U.P. Conference being held at Bay College's M-Tec in Escanaba this September 21, 2006. Lasco will be presenting three different sessions throughout the day. These sessions include: 1) Disaster Recovery for your IT 2) Security 3) Wireless Networking. As the event draws closer, we will be posting on our website the details such as times of the Lasco sessions and where to register for the Conference. Last year's conference was the first of its kind and was a huge success. This year M-Tec is planning on the conference being even more successful. Please plan on joining us in September to learn about various IT topics in one convenient location.

Disaster Recovery – Are You Ready? Series 3

We are now ready to start the “final” phase of your Disaster Recovery Plan – TESTING. This is perhaps the most important phase of the series and the most beneficial. During this phase you will determine if there are any weaknesses in your plan, areas that you may have overlooked and a chance to fine tune your resumption plans for each department.

During any type of testing, you will want to have employees that are the end user of that function being tested be involved in the testing process. They can judge whether the resumption plan will work and will be able to determine if it is a process they can use during an indefinite period of time.

Another key point to remember is that the more critical to your company the function is that you are testing, the more in depth the testing should be.

You will begin your testing by defining what is being tested, what will constitute a successful test and have management approval. Management should also develop a testing plan outlining the frequency and scope of the disaster recovery testing/audit functions.

Testing can be achieved in numerous ways:

- Walk through testing
- Table top testing
- Full scale DR testing
- Independent audit

Walk Through Testing – Walk through testing is a good initial test. Discussion is held in a small group setting. Using a large disaster as your scenario, go through your documented Disaster Recovery Plan, Business Impact Analysis and your Department Resumption Plans to gain a clear understanding of what you are hoping will happen during a disaster. This will allow you to provide some clarification and training awareness to your staff.

Table Top Testing – Table top testing is a simulation of a disaster on specific functions that management chooses in advance. Take an end user, place them in a board room or offsite and have them follow their department’s Business Resumption Plan to perform their normal day function. This is a good way to test various portions of your Disaster Recovery Plan with no cost to your company. If you have an offsite disaster recovery location you would want to perform this test at that center instead of in a conference room at your actual business location.

Full Scale DR Testing – A full scale Disaster Recovery test involves multiple departments at varying levels. You would actual process your company under the business resumption plans for each department and use back-up media. If you have an alternative disaster recovery site you would actually use that facility for your

test. This type of test would be executed over an extended period of time, such as a couple of days, to fully understand what types of issues could arise during an actual disaster.

Independent Audit – An independent audit is an external third party that you hire to review and audit your disaster recovery plan. You would want them to review your documentation, review your testing procedures, review all test results and make any recommendations that could potentially enhance your plan.

DOCUMENT – DOCUMENT - DOCUMENT

The most important thing to remember when performing any type of test is to document everything. It is always better to utilize a standardized form company wide for all testing. You will want to ensure that your testing documentation includes the following:

1. Date, location and participants
2. Scope and Objective (What job function is being tested and how is it being performed)
3. Test Plan (Detail how the test will be completed)
4. Script (What is the disaster scenario that is being used)
5. Anticipated Outcome (What should occur)
6. Results (What actually happened, issues identified, corrective actions that could resolve the issues)
7. Modifications Needed (What management determines needs to be changed in the plan based on the actual test)

Your documentation should be kept in a testing binder with your disaster recovery materials and should be shown to your Board of Directors or to Senior Management for review.

Disaster Recovery is a complex and time consuming area that every company is starting to be challenged with. There are many incidents that would be classified as a disaster – having client information stolen can be a disaster. No one can see into the future to know what will occur or if you will ever need to utilize your disaster recovery plan. But as we tell our kids, it’s better to be safe then sorry. Annual testing of your disaster recovery plan will guarantee that your employees are more comfortable with the plan, as many issues are worked out ahead of time and management is comfortable that the company will be able to recover.

We hope that you have been able to increase your knowledge on disaster recovery with this series of articles over the last three newsletters. If you should like any further assistance with your disaster recovery program or would like something explained in more detail, please contact Melissa Murphy at 906-228-1060 or 800-800-6197, extension 160.

How to Get Rid of "Spam"?

Do you have an email address? If yes then you most likely get spam. Spam is defined as unsolicited Email sent to your account. Spam might appear in your inbox trying to sell you something "Free Viagra. No prescription!" It may come from your well meaning sister who wants you to forward out the latest virus warning to everyone you know. One of the more popular questions at helpdesks across the country is "How do I stop all this spam?" Unfortunately if you are on a spam list it is going to be tough to get off of it. What may be your best strategy is to prevent future spam. The following is a list of 10 popular ways to prevent additional spam from reaching your inbox.

1. **Do not ever reply to a spam message:** This includes buying a product that is for sale or clicking the "unsubscribe" link. This may actually inform the spammer that your Email is a valid one and that they can use it for more spam. If you can tell from the subject line or person sending it that a message is spam, resist the temptation to open it. Delete it from your inbox.
2. **Disguise your Email address:** Don't put your Email address in plain text on your Web site. An effective way to trick the web spiders (programs that comb web sites for Email addresses or other information) is to disguise your Email address by stripping out periods and "@" symbols. For example, "RENEE AT LASCOINC DOT COM" will be ignored by web spiders. You may also talk to your webmaster to see if they can use JavaScript or images to display or encode your Email address.
3. **Do not forward an Email to a list of people:** A good example is the chain letters your sister sends you that she insists you forward to everyone you know for good luck. They are perfect for spammers to pull out multiple Email addresses. Just remember how many groups of email addresses you have to scroll past to see the message. These types of sign-and-forward emails often appear in the form of a petition -- and they don't work.
4. **Don't use Hotmail/AOL/MSN as your primary mail provider:** That's because spammers often flood common usernames on widely-used mail systems (e.g. dave23, dave24, etc.). If your main email address is currently on Hotmail, MSN, AOL, EarthLink, or any other major national mail provider, you may want to think about getting a less visible email address to minimize your exposure to spam.
5. **Preview your messages:** Outlook (and many other email clients) let you use a preview mode to look at the contents of a message before you actually open it. To do this in Outlook, go the View menu and select Preview Pane. Instead of double clicking a message, click it once to select it and you'll see the message displayed in the Preview Pane.
6. **Use a complicated Email addresses:** Spammers' software will look for the easy and obvious addresses first or attempt a dictionary style attack on mail servers.
7. **Read all your messages as text:** That means turning off the ability to view pictures, HTML, movies, and formatted text, which most spam contain.
8. **Don't click any links in a spam email:** Spammers often have multiple, unique pages on their sites. Often times, when you click a URL in a spam message, this tells the spammer that you received the message they sent and your email is a valid one.
9. **Never use your email address as your screen name:** in chat rooms. It will give spiders or human email harvesters an absolute yes to a questionable email address.
10. **Don't give your real address to a Web site for registration:** If you must register with a real email address, make sure you can opt out of receiving unsolicited email from the site where you're registering. If you are unsure about this, read the site's privacy statement.

Following these steps may help prevent spam. At the time of this writing there was not a concrete solution to get rid of all spam. If you have Outlook 2003 you can utilize the Junk Email filters built in to prevent most spam from landing in your inbox. Please visit for more information. <http://www.microsoft.com/office/editions/prodinfo/junkmail.mspx> . Another solution may be to contact your ISP to see if their mail servers have spam filtering capabilities available. Currently Charter mail server does not offer this service.

For more information please contact Renee Gleason at 800-800-6197, extension 162 or direct at 906-228-1062.