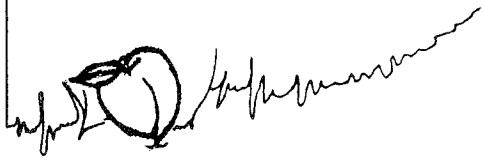


# ATLANTA NEWSLETTER

August, 1991



## August 21st Luncheon

### The Atlanta Office Market:

The last 90 days... and its effect on the future



Bill Leonard

In the last ninety days, the announcement of the relocation of the corporate headquarters of both Holiday Inn and United Parcel Service, coupled with other major lease transactions, has caused a sudden turn for the worst (for users anyway) in the Atlanta office market. In recent years the supply of office space has been abundant, but suddenly that has changed. What impact will this have on you and

your company and what kind of plans should you be making for the future?

Bill Leonard, Founder and President of Wm. Leonard & Co., will provide valuable insights as guest speaker at the IFMA luncheon on August 21st. Bill has been active in commercial real estate in Atlanta for the last 20 years. Since 1975, Wm. Leonard & Co. has rendered consulting services in the commercial real estate market to hundreds of companies. The firm specializes in tenant representation providing a full range of services to its clients including site acquisition, contract and lease negotiations and relocation services.

**Lunch, at the Merchandise Mart, will start at 11:45 a.m. with registration and networking starting at 11:15 a.m. Reservations for lunch must be made by calling Barnett Business Services at 681-5344 by Friday, August 16.**

**The cost for lunch is \$20 for members, \$30 for non-members, and \$35 for non-members without reservations. Guests are considered non-members. ■**

## Education Committee Sponsors "Round Table" Discussion Group

IFMA can provide member benefits through members sharing ideas and information relevant to job situations. With this in mind, the Education Committee has developed a format for bringing interested professional members together to discuss and share information on specific topics affecting facility managers.

We polled members at the last luncheon meeting for suggestions on topics of interest. We will be using this information to set up "round table" discussions on a variety of subjects.

One topic that was requested several times was the Americans with Disabilities Act of 1990. This subject has been selected as the initial discussion topic, with the meeting to be held at 1100 Peachtree St. (BellSouth Tower) on Thursday, September 12th. The meeting will be held from 11:30 a.m. to 1:30 p.m. with lunch provided by BellSouth.

It will be interesting to learn how facility managers have dealt with this new regulation. Bring copies of information regarding the requirements of this legislation to share with others.

All interested members should contact Attila Szekes at 578-5770 for reservations and/or additional information. ■

### August Reservations

**To make reservations for the August 21st luncheon, call Barnett Business Services at 681-5344 by Friday, August 16. ■**

## Update on the Americans with Disabilities Act (ADA)

Jan. 26, 1992, is the effective date for the public accommodations and state and local government provisions of the act.

Regular updated information on the Americans with Disabilities Act can be obtained from the *ADA Compliance Guide*. This bulletin is published monthly by:

Thompson Publishing Group  
1725 K St., N.W.  
Suite 200  
Washington, D.C. 20006-1499  
(202) 872-400 or 1-800-424-2959

Annual subscription rate is \$198. ■

## Help, Help, Help! Sponsor needed for presentation packet

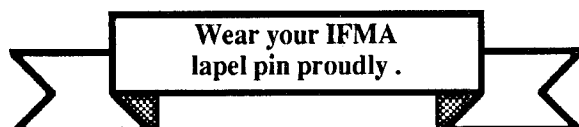


The Chapter recently approved the format for the new IFMA Atlanta presentation packet. Currently we have one partial sponsor. We are looking for another sponsor to help defray the cost of this important tool. Interested prospective sponsors should contact Kim Weiss at 527-4045 immediately. We need to put these packets together. ■

## Apologies

We regret the last minute re-scheduling of our July meeting. In order to save money, we changed from Trio Restaurant to the Merchandise Mart. We had booked a 75 capacity room there for the remainder of the year. Our July reservations exceeded 100.

Therefore, the Mart had no available space and had to move us to Inforum. Unfortunately, our communications lines weren't real clear and you weren't notified of the changes. We're working real hard to make sure this doesn't occur again. ■



## Designers Wanted for ADAC Consumer Fair Open House—October 11 & 12

The Atlanta Decorative Arts Center (ADAC) will give designers the chance to meet potential clients one-on-one with a Consumer Fair Open House.

ADAC's Consumer Fair Open House is an event designed to educate the consumer on the benefits of using an interior designer and to increase the visibility of products available to them only through a designer. Scheduled at the Atlanta Decorative Arts Center October 11 and 12, 1991, the Consumer Fair Open House gives designers several ways to participate.

- **Showrooms**

Designers familiar with a particular showroom's products will be invited to work within that showroom during the two days, to meet with potential clients and explain the benefit of using a designer/design center as an alternative to retail buying.

- **Themed Tours**

Themed tours such as Antiques/Traditional, Contemporary Furniture or Wallcovering/Fabric will be using designers as their hosts.

- **General Information Center**

In the General Information Center designers can answer consumers' questions and display their portfolios.

- **Seminars**

Seminars will be held throughout the two days to help educate the consumer on topics such as:

- How an Interior Designer can do More Than Save you Money.
- What's Hot and What's Not for the '90s.
- Great Ideas in Kitchens and Baths.
- Resale Results!

The Consumer Fair Open House is being held in cooperation with ASID, IBD, and IFMA. Placement for these programs is on a first-come, first-served basis. For more information, contact Leigh Blount at the ADAC Resource Center, (404) 233-5130, Monday-Friday, 10 a.m.- 3 p.m. ■

## Did You See...

Christine Neldon's article in the June 1991 issue of *Modern Office Technology* on "Quality: A Crucial Concept for Facility Managers?" Christine is the 1991-1992 President of IFMA and previously served as President of IFMA Atlanta. ■

## Wanted...

### Facilities Software



This software must provide graphics, design, database management, and project planning capabilities. May have to use 2 programs. Must run on PC under DOS.

Already have 386 SX16 megahertz PC with 2 megabytes of RAM & VGA color monitor.

If you are using a facilities software program now, it is relatively easy to use, and doesn't cost an arm and a leg, please give us a call. Need recommendations ASAP. All questions to Jean Keller 527-4985 or Kim Weiss, 527-4045. Thanks for your help. ■

## Congratulations to...

Kim Weiss, our IFMA Atlanta Vice President and candidate for President. She is serving on the National Membership Committee and just returned from a committee meeting in Houston with some great ideas for membership. We look forward to learning about those ideas. ■

### 1991 Patrons

#### ◆ Diamond ◆

Allied Fibers  
MCI Communications  
The Knoll Group

**Gold:** Armstrong

**Silver:** Ball Stalker Company  
BASF Fibers  
Bentley Mills  
Corp. Environments of GA  
Dupont Flooring Systems  
Interface Flooring Systems

**Bronze:** Baker Furniture  
Key Wallcovering, Inc.

(more names needed)

Call Margaret Sherrod, 676-6688

## IFMA Education Committee 1992 and 1993 Goals

### Key Issue

Develop an interactive facility management education program.

#### 1992 Goals

- ✓ Solicit IFMA members' involvement in developing an education program.
- ✓ Establish "Round Table" discussion sessions with professional members on specific facility management topics.

#### 1993 Goals

- ✓ Incorporate educational activities into a comprehensive education policy.

### Key Issue

Promote participation in the certification process for facility managers.

#### 1992 Goals

- ✓ Identify sources that can provide educational facilities for use in certification review.
- ✓ Initiate inquiries into interest in certification.
- ✓ Develop a marketing plan to promote certification.
- ✓ Coordinate tours of local facilities to include benchmarking of operations.

#### 1993 Goals

- ✓ Achieve a 30% active participation rate of professional members in the certification process. ■

### Luncheon Prices

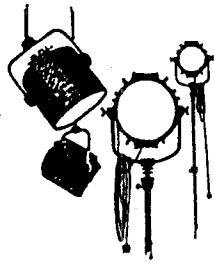
Luncheon prices are:

- Member - \$20.00
  - Non-member - \$30.00
  - Non-member without reservation - \$35.00
- (Guests are considered non-members.)

## Member Spotlight

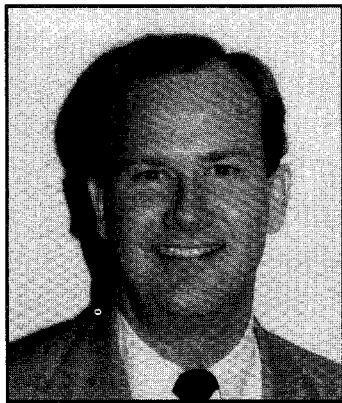
### Jaime Lanier

After finishing at Furman University, Jaime Lanier's first stint in the business world was in banking. However, he quickly decided that it was people he wanted to deal with and not money. When he joined INTERFACE ten years ago, Jaime was living in Winter Haven, Florida, where he was very involved with the North Florida chapter of IBD. Ten years later he is still involved with that organization, but also joined IFMA when he was transferred to Atlanta in 1986.



Since becoming a member of IFMA, he has served as program chairman for two years and is now working on plans to see how Allied/Affiliates can do

more to integrate with the IFMA organization. Jaime was also a speaker at the Regional IFMA Conference in Memphis this year where he spoke to the group on how to improve programs within each chapter.



*Jaime Lanier*

When I asked Jaime what his biggest accomplishment was while he has been in Atlanta, he said being involved with

such a proactive company and giving INTERFACE more community exposure at an account manager level. Currently he is working with INTERFACE on marketing their new anti-microbial material, Intersept. This product will be the forerunner of products used to make commercial interiors of buildings more environmentally germ free.

When Jaime is not attending meetings, or making presentations, you will find him at home with his wife, Mary Anne, and their two—soon to be three—sons. Jaime's cross country training and level A-2 tennis has helped build his stamina. It's needed. In addition to his work, family, and IFMA, he's also president of his homeowners' association and interiors chairman for a \$2 million dollar construction project at his church.

Jaime, thank you for the time and effort you put into IFMA. ■

## Welcome New Members



*Wanda  
Bulloch and  
Gaile Furse*

## Map Showing Office Locations of IFMA Atlanta Members



## IFMA 's National Membership Contest

IFMA's national annual membership contest kicks off July 1, 1991. There will be lots of prizes and incentives to recruit new Professional and Associate members, so start pumping up your member's enthusiasm. Full details will be coming soon in your mail and in the IFMA News. ■



## Membership Information

IFMA welcomes the following professional members who joined us during June and July:

- ★ Wanda Bulloch, First Nat'l Bank of Gainesville
- ★ Joy Clayton, Metropolitan Life Insurance Co.
- ★ Mary Jo Doherty, Prime Bank
- ★ Gaile Furse, Health First
- ★ Merri Loy, Household Finance Corp.
- ★ Ken Snellings, Metropolitan Life Insurance Co.

### Membership Committee at Work

Your membership committee has been hard at work. We conducted a "telephone blitz" in early July and contacted over 100 prospective professional members. We extended personal invitations to those contacted to be our guests at the next IFMA meeting. We sent follow up letters and applications to those interested. We've also sent invitations and follow up calls to these same people inviting them to attend the BellSouth tour.

Our blitz has generated five new members so far and more on the way! We are so pleased with the response that we have another blitz scheduled this month. Thanks to everyone who has worked on this project and a special thanks to our new members.

If you know of someone interested in joining IFMA, please call Judy Barber, Membership Chair, at 551-1829.

### National Membership Figures

|                      |               |
|----------------------|---------------|
| Professional         | 6,759         |
| Associates           | 687           |
| All others           | 2,821         |
| <b>Total members</b> | <b>10,267</b> |

#### IFMA...

**Atlanta Newsletter** is a monthly publication prepared and distributed to IFMA members. Non-members may purchase subscriptions upon request. To subscribe, call Judy Barber at 551-1829.

|                    |                        |
|--------------------|------------------------|
| Editor:            | Martha Osborne         |
| Photographer:      | Jeff Reeves            |
| Publisher:         | Barnett Business Svcs. |
| Subscription cost: | \$30/year              |

## Upcoming Events

### August Meeting

Date: Wednesday  
August 21, 1991  
Time: 11:45 a.m.  
Place: Merchandise Mart



Bill Leonard, President of Wm. Leonard & Co., will talk about *The Atlanta Office Market*. Don't miss hearing this outstanding speaker.

### "Round Table" Discussion Group

Date: Thursday  
September 12, 1991  
Time: 11:30 a.m.  
Place: 1100 Peachtree St.  
BellSouth Tower



Professional members will discuss the Americans with Disabilities Act of 1990. You won't want to miss this one.

### Shaw Industries Tour and Dinner

Date: Thursday  
October 24, 1991  
Time: 2 p.m.  
Place: Shaw Industries  
Dalton, Georgia



Professional and prospective professional members are invited to tour Shaw Industries' campus and facility on October 24. This facility includes state-of-the-art communications capabilities. Come for a look into the facility of the future.

This tour is complimentary of Shaw Industries, the world's largest carpet manufacturer. Complimentary vans or buses will pick up IFMA participants at ADP, 5680 New Northside Drive, N.W., at 2 p.m. and return them at approximately 9 p.m. Dinner will be provided by Shaw. For reservations, call Barnett Business Services at 681-5344 by October 22.

The program committee is coordinating this tour. Call Monica Stein at 688-3600 with questions. ■

## Job Referral Service

IFMA National has over 500 resumes on file. If your company needs assistance in filling an opening for a facility manager, call Christine Katrich at 1-800-359-4362. ■

## IFMA Executive Committee

- President:** James Pelger, Rockwell Int'l. Missile  
497-5613
- Vice President:** Kim Weiss, Long, Aldridge and  
Norman  
527-4045
- Secretary:** Tom Vernon, ADP  
980-2640
- Treasurer:** Howard Chapman, Atlanta Legal Copies  
688-2222
- Past President:** Martha Osborne, DCA, 442-4004
- Regional Vice President:** Jean Lusso, The Coca Cola Company  
676-4053
- Atlanta Chapter:** P.O. Box 133, 1579-F Monroe Dr., NE  
Atlanta, Georgia 30324
- Secretarial Service:** Barnett Business Services  
P.O. Box 755, Cumming, GA 30130  
Atl. #: 681-5344
- IFMA (Houston):** 713-623-4362; 1-800-359-4362

### IFMA Chairpersons

- Awards:** Dorothy C. Harris, Rosser Fabrap Int'l  
888-6903
- Education:** Attila Szekes, Reid-Rowell, Inc.  
578-5770
- Public Relations:** Polly Harper, Wm. Leonard & Co.  
252-9700
- Job Bank:** John Steffes, Northern Telecom, Inc.  
661-5350
- Membership:** Judy Barber, Contel  
551-1829
- Networking:** William Broome, Arthur Andersen  
223-7335
- Newsletter:** Martha Osborne, DCA  
442-4004
- Nominating:** Martha Osborne, DCA  
442-4004
- Programs:** Monica Stein, Osgood & Associates  
688-3600; Jaime Lanier, Interface  
Flooring, 956-8660
- Social Events:** Kim Harden, Baker, Knapp and Tubbs  
266-0501
- Sponsors:** Margaret Sherrod, Coca Cola USA  
676-6688

**Research Liaison: Open - Need a volunteer**

## 1991 Calendar of Events

### August

- Wed., August 21 Luncheon - Merchandise Mart  
Speaker: Bill Leonard,  
Wm. Leonard & Co.
- Mon., August 26 Executive Com. Meeting &  
Newsletter deadline

### September

- Thurs., September 12 Luncheon-Bell South Tower  
"Round Table" discussion
- Wed., September 18 Luncheon - Merchandise Mart  
Speaker: Michael Loia, Contract  
Architect
- Mon., September 23 Executive Com. Meeting &  
Newsletter deadline

### October

- Wed., October 16 Luncheon - Merchandise Mart  
Speaker: Jung Brannen, CADD  
Research Dev. Corp.
- Mon., October 21 Executive Com. Meeting &  
Newsletter deadline
- Thurs., October 24 Shaw Industries Tour & Dinner

### November

- November 9 -13 IFMA '91 Annual  
Conference San Diego, CA**
- Wed., November 20 Luncheon - Merchandise Mart  
Speaker: Terry Tennel, *In House  
Versus Outside Maintenance*

### December

- Wed., December 18 Luncheon-Annual Awards &  
Christmas party

Locations and speakers are subject to change. Consult your monthly newsletter for verification.

### Information Changes

If you have a change in your name, address, phone number, etc., call Judy Barber at 551-1829. She will pass the information on to the appropriate parties. ■