

International Facility Management Association



Executive Board 1992

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Long, Aldridge & Norman

(404) 527-4045

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IFMA HOUSTON

INTERNATIONAL HEADQUARTERS

1 Greenway Plaza, E., 14th Floor

Houston, TX 77046

(713) 623-4362

(800) 359-4362

November, 1992

Topic:

Factors Affecting Carpet Appearance Retention Performance

Speaker:

**Mr. Graham Scott, VP of Technical Advisory Services
and VP of Service Management, Inc.,
for Interface Flooring-Systems, Inc.**

Date:

November 18, 1992, Network 11:30; Luncheon 12 Noon

Location:

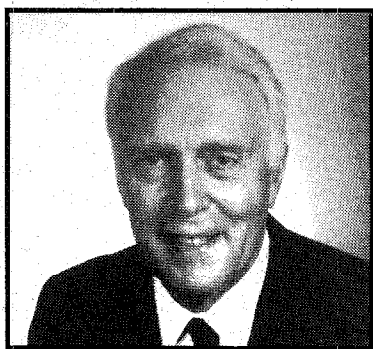
Atlanta Merchandise Mart

Cost:

Members \$20; Nonmembers \$30

Reservations:

Barnett Business Services, 681-5344; Call by November 13, 1992



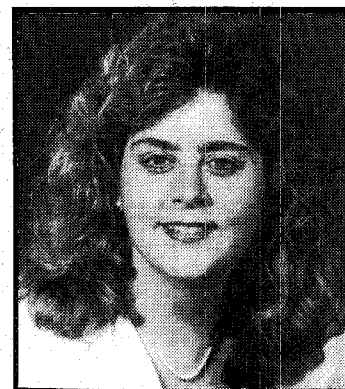
Mr. Graham Scott (Scottie), who originally hails from England, has over 35 years of experience in the carpet manufacturing industry. His involvement started in the '60s when he was involved with the initial design and development of the equipment that produces the actual fusion bonded carpet today.

During the course of his carpet industry career, Scottie has held positions relating to engineering, product development, product design, fiber technology, manufacturing, product installation, carpet maintenance and performance testing. More recently, he has been the architect for his company's Appearance Retention Warranty Program.

Scottie will present his views and findings on factors that affect carpet appearance retention performance and will match carpet selection criteria to customer needs and expectations.

Scottie, his wife Margaret, and their two sons, Duncan and Jonathan, have been living in LaGrange, Georgia since 1974 when he came to the United States to start a carpet manufacturing operation known as Interface Flooring-Systems, Inc.

Greetings From The President



The International Executive Committee has released the tactical business plan for the organization. It includes objectives and goals for each of the major functions within IFMA headquarters. The four visions are:

1. Improve and Enhance Member Service
2. Enhance Educational Offering

(continued on page 2)

(Greetings from the President continued)

3. Improve Trend Identifications and Proactive Involvement in Legislative Issues and Public Discourse

4. World-wide Chapters

Sounds like they have a lot of work cut out for them and they need our help. Remember, you only get out of an organization what you put into it. The 1993 Officers and Committees are gearing up now so please let us know where you want to help. We have all types of areas needing your talents, such as: marketing, designing, public relations, reporting, research, organizing, etc. We've had lots of projects this year and want to repeat and expand on them next year.

The Chapter Executive Committee is working on our budget for next year. We already have a list of anticipated expenses, but if you have any ideas of new expense items you would like to propose, please do so by the November luncheon. They can go directly to Margaret Sherrod, Treasurer.

Well, we are finally getting some cool weather. Many of us will be getting busier with the holidays, so I want to pass on a few suggestions to help relieve or prevent tension and fatigue in the office:

Remember to get up and move around.

Stretching will help loosen up stiff muscles.

Type or key entry with your wrists at a 90 degree angle from your elbow.

Remember to focus on an object away from the

VDT screen every now and then to relieve eye tension.

Take deep breaths, inhaling through your nose and exhaling through your mouth.

Tilt your head from front to back and side to side.

Thanks to your response at the luncheon about touring One Peachtree Center. Mark your calendars for 6 p.m. on Thursday, November 19 (day after the monthly luncheon). Charles Hankins, Property Manager, will be available to give a tour of the lobby and loading dock areas and then we will go up to Long, Aldridge & Norman's space. We'll do a quick tour of the 48th floor which will house the administrative departments and portions of the corporate, tax and litigation teams and then go up to the main reception floor, 53. Depending on construction, we may be able to go to the library area on 55. Hopefully, it will be a clear night so you can get a bit of the great view. A separate invitation will be coming to you showing where to park.

In closing, I would like to offer, for loan, my copy of the New Orleans Conference Seminars Synopsis. If you have ever questioned whether or not it was worth attending, this book will answer YES. The speakers were excellent, and each year IFMA repeats the most successful topics and introduces new topics. It is also a great time to make new friends. Knowing you are not the

only one out there, but have coast-to-coast support, is really incredible. I don't know of many organizations where you can pick up the phone to a new friend and ask them how they would solve the latest and greatest crisis, and they have an answer because they had to solve the problem as well.

Happy Thanksgiving to everyone and their families, special "Hi's" to the Philadelphia and Orange County Chapters, and special congratulations to Rich Roy and the Dallas/Ft. Worth Chapter on winning Chapter of the Year. See you on the 18th.

Kim

Kim Weiss

Quarterly Calendar

NOVEMBER

17-18	Advanced Computer Tools for Space Forecasting and Management (1-800-359-4362)	Scottsdale
18	Chapter Luncheon	Atlanta
19	Tour of One Peachtree Center - (404) 527-4045	Atlanta
19-20	Principles of Facility Management and CAFM (1-800-359-4362)	Scottsdale

DECEMBER

18	Awards Banquet J.W. Marriott-Lenox	Atlanta
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JANUARY

29-30	Leadership Conference	Houston
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MEMBER SPOTLIGHT



Rick Dixon has been an employee of Confederation Life Insurance Company for the past seven years. Rick has held the position of Facilities Assistant for three years and has found a line of work that he would like to continue in for years to come.

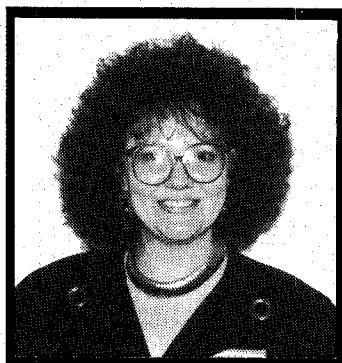
Rick works on a multitude of projects, ranging from road stripping to coordination of reserved parking, but the bulk of his time is involved with moves and reconfigurations. Until a month ago, his drawings and layouts were completely manual. Now, however, Facility Planning and Management has purchased its first CAD system and Rick expects this new system to streamline the entire move process.

One of the most rewarding aspects of the job for Rick is the group of people he works with and the teamwork atmosphere they have achieved. He also finds personal satisfaction in being held accountable for a job well done. The drawback to this is being held accountable without having control over all factors involved. Rick and his team are highly committed to customer service. The bottom line for every project is delivering a quality product, with whatever effort is required.

Rick is a native of California who has lived in Atlanta since 1980. He and Temina, his "perfect match", find

enjoyment in watching their five year old son, Richie, grow. The three of them like to go to movies, play arcade video games, and read together. Rick also enjoys jazz and ping pong. He takes great satisfaction in his work and is looking forward to a long career with Confed.

Outstanding Designer Award



Dorothy Harris has recently been chosen as one of the outstanding women designers of the decade. Dorothy, who is chairperson of our Chapter's Awards Banquet, is among 33 other top name designers to be profiled in a new book, Women of Design, by Beverly Russell, which is to be published by Rizzoli this year. Women in Design profiles the first generation of American women to overcome gender discrimination, establishing themselves successfully as heads of their own independent practices or as valued principals in some of the largest interior design firms in the country.

Each woman was asked to design the interior of a seven foot travelling trunk to express her design philosophy and ideas. These trunks were presented at a fund raising event at the Cooper Hewitt Museum in New York and will be on tour in Washington, D.C., Chicago, San Francisco, Dallas and Miami. IFMA is very proud of you!

NEW MEMBERS

Edward A. Driver, District Manager
Howard S. Hall, Buildings Manager
Jerry M. Traylor, Buildings Manager

The individuals listed above are from
General Services Administration

Robert K. Brown, Chairman and
Professor, Georgia State University

Shirley Massey, Coordinator,
Administration Services
Siemens Energy & Automation, Inc.

Joel G. Peterson, Facility Manager

Sydney B. Welch, National Account
Manager, Milliken & Company

Membership News Flash

The final stretch is on for increasing national membership. Call your non-member friends and invite them to our luncheon; the tour of One Peachtree Center and let the membership committee know who these people are. Let's get Atlanta over our current 199 member count and maybe we will win the 4th quarter prize!

Directory Update

The 1993 IFMA-Atlanta Chapter membership directory will be published in January, 1993. Therefore, now is a good time to check your current listing to verify the information. Forms will be available at the chapter meetings in November and December to record any changes. Or you can fax them directly to Bob Bernsten, at 842-8010. Also, please remember to update your listing with IFMA International at 1-800-359-4362.

October Meeting Recap

Our October program, "The Human Factor", was a very informative panel presentation by Bettye Russell from Herman Miller, Steve Baldwin from Haworth, Pam Jones from the Knoll Group, and Lisa Steckbeck from Steelcase.

Some of the physical issues discussed were: the increase in cumulative trauma disorders caused by repetitive motions; the importance of proper support and adjustability of seating and work surfaces supporting CRTs and keyboards; the need for stress reduction; and the benefits of breaks.

Environmental issues discussed included lighting and the importance of total lighting design, energy conservation, and visual concerns of an aging work force. We are seeing an increase in health care claims related to air quality and "sick building syndrome". Although we have been aware of acoustical issues for years, the emotional distress (stress caused by noise) is something we must now consider.

New technology is both "friend and foe". Companies must deal with conflicting short term and long term requirements. Although we are now inundated with cables and equipment, and are trying to prevent cumulative trauma disorders, we must anticipate problems that we will face with such things as wireless radio transmission, voice command computers, and multimedia equipment. To compound these issues, companies are adapting new technology at different rates.

Is the corporate world headed for an "organizational revolution"? As we move further into the Information Age, we are witnessing the emergence of the "knowledge worker" and the concept that "the office goes where you do." Teamwork, adaptive environments, and emphasis on processes seem to be some of the requirements for future success.

If you would like more information on these issues based on the research done by these major manufacturers, don't hesitate to contact any of our speakers. They are more than willing to share their insights. We thank them again for a great program!

SPECIAL THANKS TO...

Those who have given contributions to the YES!Atlanta project: Shaw Industries, BellSouth Information Systems, Confederation Life and Interface Flooring-Systems, Inc.

We are still in need of a few items. Please get in touch with Robin Bruce at 428-9072.

One Peachtree Tower Tour

At 6:00 p.m. on Thursday, November 19, 1992, Charles Hankins, Property Manager, will give a guided tour of the lobby and loading dock areas. The tour will then proceed to Long, Aldridge & Norman, guided by Kim Weiss. Invitations are being mailed to all IFMA members which will designate where to meet to start the tour. For more details, contact Kim at 527-4045.

Also, thanks go to Robert Spahn from Shaw Industries for sponsoring refreshments for this tour.

AWARDS BANQUET

Gordon Elkins of Vertical Services
Nancy Whitaker of WBW, Inc.
Brad Peterson of Landmark Pacific Group, Inc.

Have agreed to be three of our sponsors for the Chapter Awards Banquet in December. The IFMA Chapter wants to thank them for their support. If you want to be a sponsor, please contact:

Don Brumbelow
Shaw Industries
(706) 275-3380

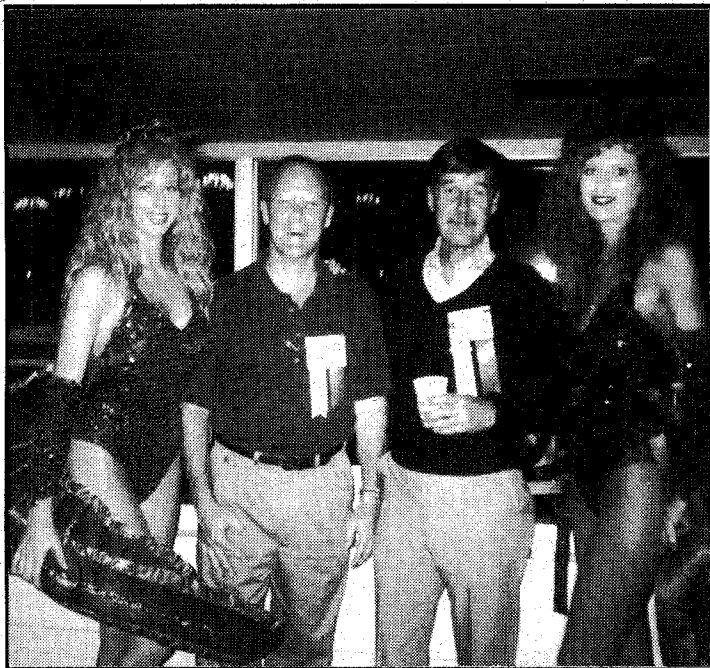
IFMA BALLOTS

The ballots that have been mailed to all professional members. They need to be returned by November 13, 1992.

According to Dale Carnegie, the following are tips for remembering names:

1. Listen. When you are introduced to someone, listen closely and repeat the person's name right away.
2. Think. Concentrate on this person and decide what makes him or her different from others.
3. Connect. Use that characteristic and connect it to that person's name in some way.
4. Study. Get in the habit of observing people. Take a few minutes every day and just practice people-watching. It will help you pick out distinguishing characteristics.

Atlanta Chapter Members Working Hard at National Conference in New Orleans



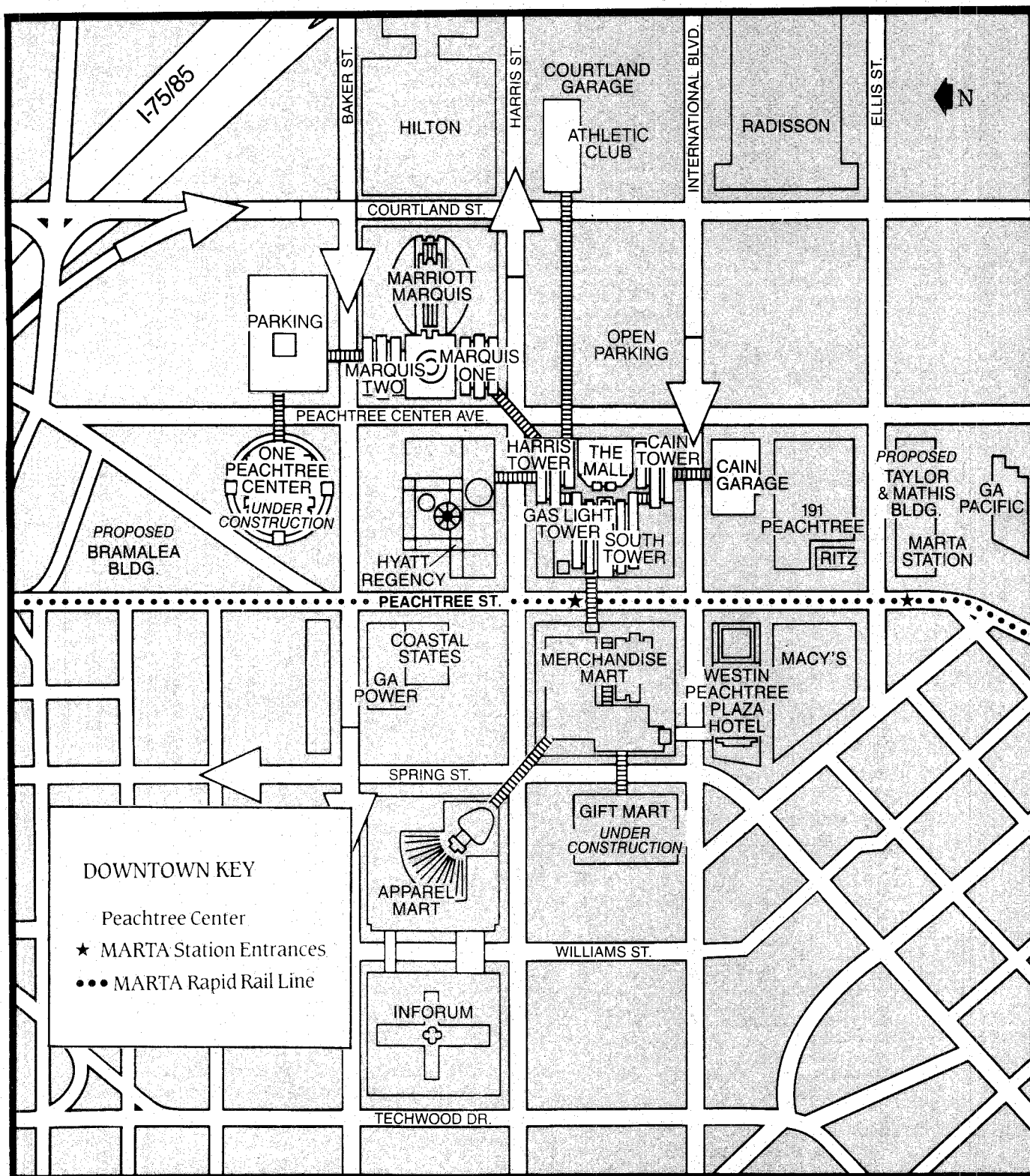
Why are Pete Conlin and Tom Vernon smiling?



Martha Osborne "attending a seminar" on facility management!

Atlanta Committee Chairpersons

- Awards:** Dorothy Harris
Contract Interior Consultant
461-2805
- Education:** Attila Szekes
Facility Management Consultant
565-1445
- Membership:**
Existing: Judy Barber
551-1829
FAX: 551-1450
- Hospitality:** Gene Meany
552-7095
- Prospective:** Kathy Brackett
676-6189
- New:** Kathy Farley
572-4934
- Allied/
Affiliate:** Steve Pelham
(404) 883-5206
Nancy Warner
395-1415
- Newsletter:** Haidee Courson
Wegman Associates, Inc.
368-0101
FAX: 263-9574
- Nominating:** Jim Pelger (*see Executive Board*)
- Programs:** Monica Stein
Pointe Services, Inc.
612-1247
FAX: 612-1475
- Public
Relations:** Robin Bruce
Electrostatic On-Site Services
428-9072
FAX: 952-7642



Parking for Peachtree Center tenants and guests is available:

- in the Cain, Courtland and Inforum garages
- within the open lots at Peachtree Center Avenue and Harris Street
- beneath South, Gas Light, Harris, and the Marquis One and Two towers (limited)