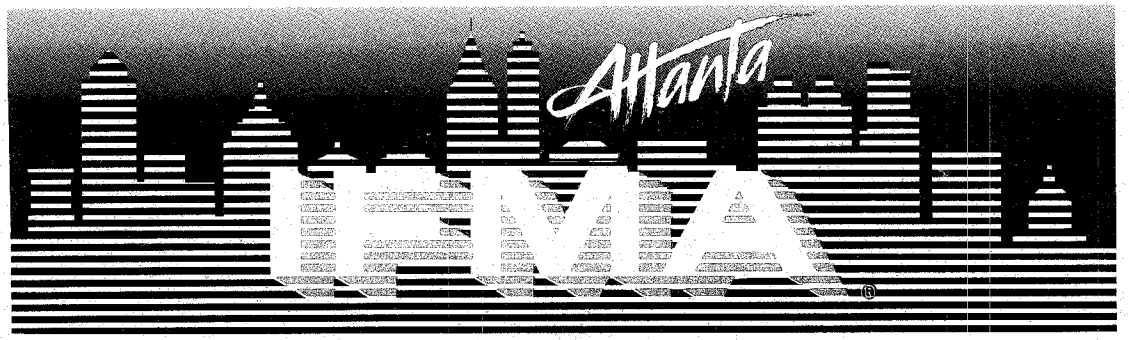


International Facility Management Association



Executive Board 1993

President:

Pete Conlin

BellSouth Enterprises, Inc.

(404) 249-4126

Vice President:

Don Brumbelow

Shaw Industries

(706) 275-3380

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Regional Vice President:

Lanny Felder

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(904) 791-6756

IFMA HOUSTON

INTERNATIONAL HEADQUARTERS

1 Greenway Plaza, E., 14th Floor

Houston, TX 77046

(713) 623-4362

(800) 359-4362

January 1993

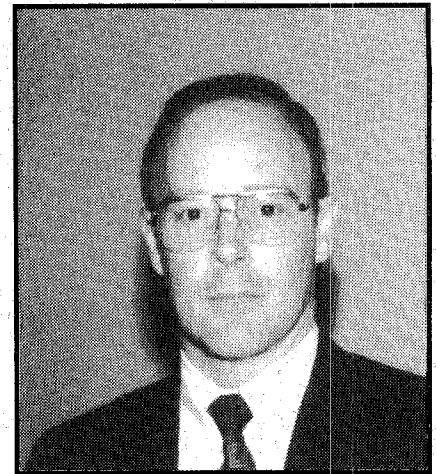
President's Message

As we approach a new year, the media always reflects back on the events of the past year. And with some circumspect, they try to predict what the new year will bring. I'd like to do the same thing, as it relates to our Chapter.

In looking back, I would like to thank Kim Weiss and last year's Board for a job well done. The programs, our first Vendors' Fair, our community project-Yes!Atlanta, along with all the other activities, helped to make 1992 a huge success for the Atlanta IFMA Chapter.

In looking forward, I feel confident that we can accomplish the following: provide programs and activities that foster participation; increase both the Professional and Allied/Affiliate membership; increase the number of members currently active in the Atlanta Chapter activities; and continue to enhance our support of YES!Atlanta.

The success or failure of this organization in 1993 will be dependent upon responsive leadership and supportive membership. This is your Chapter and should provide you and your company with value. Your input on programs, activities,



Pete Conlin

etc., sets the tone for the kind of Chapter you would like to have. It is then incumbent upon the leadership to provide them for you.

New Year's resolutions help us to be motivated into some new and different activities we believe are beneficial and worthwhile. Please consider being involved to a small degree with the Chapter this year. Many hands make light work. I plan to ask you personally for your assistance on some specific tasks.

My hope for you, your families, your companies, and of course, the Atlanta IFMA Chapter, is for a Happy and Successful New Year.

"Olympic 1996 - Atlanta"

Speaker: Mr. Jeff Floyd
of Sizemore Floyd Architects

Date: January 20, 1993

Location: The Mart - Monte Carlo Room

Cost: Members \$25, Nonmembers \$35

Reservations: Barnett Business Services 681-5344
Call by January 15, 1993



Mr. Jeff Floyd, AIA, a principal of the Sizemore Floyd firm, will be our January speaker. Jeff's experience certainly includes complex architectural projects, but he also has proven abilities on projects that are not so easily defined. Jeff is Lead Planner for ACOG and we know his talk will be an informative one.

In July 1991, the Atlanta Committee for the Olympic Games (ACOG) selected Sizemore Floyd Ingram, a joint venture team of Sizemore Floyd Architects and Cordell W. Ingram, Inc., as its architectural facilities programming and planning firm. The scope of their work entailed master planning and programming for the 26 sports venues to be staged in Atlanta. This includes building eight new facilities plus renovation to existing structures to accommodate the needs of the other 18 venues. The estimated budget for facilities investments is close to \$500 million. Under the direction of ACOG's Vice-President for Construction, William Moss, SFI has established the overall planning criteria and identified all operating systems that impact the development and use of facilities for the olympic sports venues.

Quarterly Calendar

JANUARY

- | | | |
|-------|---|---------|
| 20 | "Olympics 1996 - Atlanta"
Mr. Jeff Floyd of Sizemore Floyd Architects; The Mart-Monte Carlo Room | Atlanta |
| 25 | Board Meeting-BellSouth Enterprises | Atlanta |
| 29-30 | Leadership Conference | Houston |

FEBRUARY

- | | | |
|-------|--|--------------------------|
| 9-10 | IFMA-Compliance with the Americans with Disabilities Act | Scottsdale |
| 9-10 | IFMA-Asset Management | Scottsdale |
| 11-12 | IFMA-Indoor Air Quality for Facility Managers
IFMA-Principles of Corporate Real Estate | Scottsdale
Scottsdale |
| 17 | "Independent Manufacturer Roundtable"
Mr. Hank DeCilla
The Inforum-General Assembly Hall | Atlanta |
| 22 | Board Meeting-BellSouth Enterprises | Atlanta |

MARCH

- | | | |
|-------|---|-----------|
| 9-10 | IFMA-Principles of Facility Management and CAFM | Kissimmee |
| 9-10 | IFMA-Computer Tools for Space Forecasting and Management | Kissimmee |
| 11-12 | IFMA-Facilities Strategic Planning | Kissimmee |
| 11-12 | IFMA-Advanced Computer Tools for Space Forecasting and Management | Kissimmee |
| 17 | "Certification of Facility Managers"
Kim Weiss | Atlanta |
| 22 | Board Meeting-BellSouth Enterprises | Atlanta |

3rd Annual Awards Banquet

Our 1992 President, Ms. Kim Weiss (an independent Facility Management Consultant) presided over the event, and the Master of Ceremonies for the Awards Presentation was our Awards Committee Chair, Ms. Dorothy Harris (an independent Design and Project Management Consultant).

The Awards Program commenced with an introduction of Ms. Harris by Mr. Jim Pelger (of Rockwell International) our 1991 local chapter President. Each award was presented by a professional member from the Atlanta Chapter. The Awards Committee decided to bestow the first two awards in the Allied category - due to outstanding commitment at this membership level. The recipients of these two awards are:

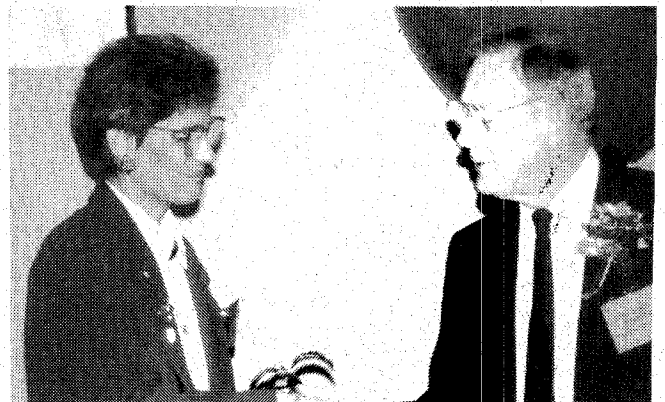
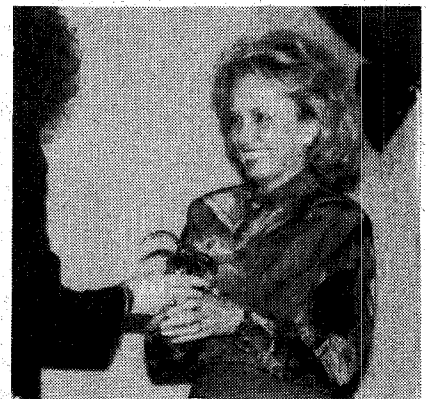
"**Outstanding Allied Member Award**" was presented to *Ms. Haidee Courson* of Wegman Associates, Inc. by Ms. Jean Lusso of The Coca-Cola Company (1990-1991 Regional Vice President, IFMA). A year ago, Haidee "graciously" accepted the role of Newsletter Committee Chair and has committed to continue in this position for another year. Haidee has done an outstanding job with the IFMA newsletter!

"**Outstanding Allied Member Award**" was presented to *Ms. Monica Stein* of Sizemore/Floyd Architects by Mr. Don Brumbelow of Shaw Industries (1992 Sponsorships Committee Chair). Monica has been responsible for the successful planning and scheduling of our programs for the past two years and has agreed to continue for the 1992-1993 term. The Chapter realizes that the quality of the programs has had a strong positive influence on the success of the local organization.

The last two awards typically go to professional members. The first of these "most prestigious" awards is given to the facility management executive or staff specialist whose facility management program, idea or project has successfully contributed to their organization's facilities. The recipient of the "**Facility Management Achievement**" is *Ms. Audrey Keppler* of Holiday Inn Worldwide presented by Mr. John Steffes of Northern Telecom.

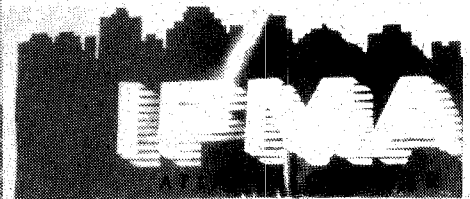
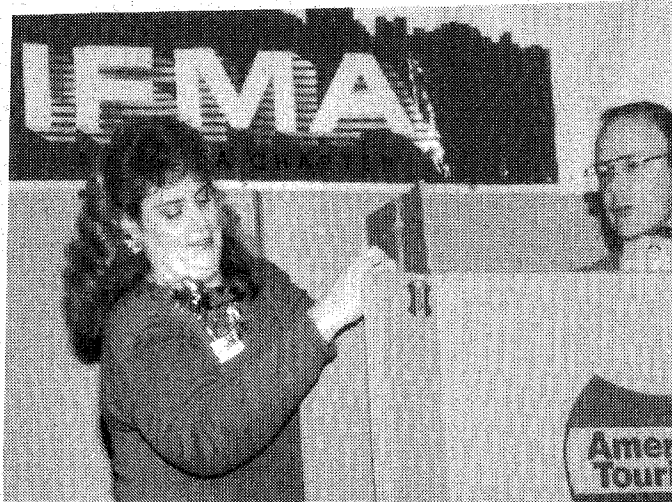
As Director of Corporate Services, Audrey manages office support activities for Holiday Inn's corporate headquarters. She was selected to receive the Facility Management Award as a result of her major role in the relocation of Holiday Inn's headquarters from Memphis to Atlanta. This project involved the provisioning of more than 300,000 square feet on 11 floors of the Ravinia office building complex.

The last award is the highest recognition that IFMA gives to a facility management executive.



(continued on page 6)

1992 Christmas Awards Banquet



New Allied/Affiliate Wait List

by Gene Meany

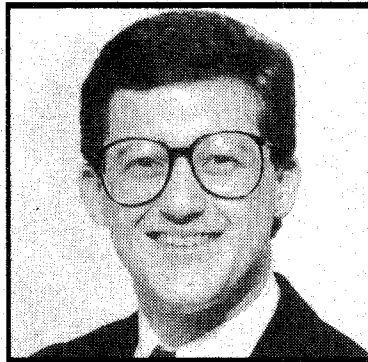
New procedures for handling prospective Allied/Affiliates when membership is not currently available due to the required mix of professional and non-professional members, were adopted by the Board at the December meeting. Starting January 1, 1993, all prospective Allied/Affiliate members must pay \$30 per calendar year to be included on the wait list. The wait list members are entitled to attend all meetings and functions sponsored by the chapter at the guest rate in addition to receiving the monthly newsletter. Allied/Affiliates who choose not to be included on the wait list will be limited to attending no more than three meetings per calendar year.

A wait list membership is renewable at the beginning of each calendar year. Wait list request forms will be sent out in early January to all Allied/Affiliates currently on the wait list. In order to maintain their current position on the list, the Allied/Affiliate must renew their membership by February 15th of each year.

The wait list member at the top of the list will be eligible to join when a full Allied/Affiliate membership becomes available. Or, to expedite the process, wait list members can sponsor three professionals into the chapter and automatically advance to full membership. For more information, contact **Steve Pelham** or **Nancy Warner**.

Member Spotlight

by Trish Jackson



Matt Dawson, Director of Administrative Services for **Alston & Bird**, is a native of Douglasville and a Georgia State graduate, Class of '87. He has worked for Alston & Bird for nine years, as a facility manager in construction for six years.

With a staff of 50+ employees, Matt manages office facilities in five locations, four locally and the fifth in Washington, D.C. His responsibilities include construction and leasing administration, air travel, catering, copy and reproduction, and office support services.

As a single project, the longest Matt has managed, was the move of Alston & Bird's corporate office from Five Points to the IBM Tower in November 1988. He is also coordinating the spring 1993 closing of the Galleria location and their move into the IBM Tower.

At this point, Matt will have coordinated the construction, buildout, and move of Alston & Bird's entire 222,000 square feet of office space.

Matt loves outdoor activities, especially trout fishing and golfing. He is a volunteer supervisor for the Habitat for Humanity building projects.

NEW MEMBERS

Brian Busbee

Drew Eckl & Farham

Carolyn Heimlich

Gerber Alley

Steven E. Wilson

Troutman Sanders

Try A Real Vacation

According to *Working Smart*, November 1992, summer vacations are great for executive renewal, yet they don't always provide enough of it to last a whole year.

Research on causes of post-vacation stress has recently been completed by an assistant professor at the University of Virginia's Darden School of Business. The study found that changing from a work mode to a vacation mode involved temporarily changing managerial habits.

Here are some planning tips that can help you improve the quality of your next vacation:

1. Don't phone your office.
2. Don't leave beeper or car phone numbers.
3. Leave the laptop computer at home, unless you're planning to write *The Great American Novel*.
4. Plan a vacation that's different from your normal routine.
5. Don't ask if your hotel has a fax machine you can use.
6. Get high-priority work under control before you leave.
7. Delegate what you can't finish to someone you trust.
8. Brief your boss before vacation & get a briefing when you return.

Awards (continued from page 3)

It is presented annually to members for outstanding contribution to the IFMA local chapter and the profession of facility management.

"1992 Distinguished Member Award" was presented to **Tom Vernon** of **Automatic Data Processing, Inc.**(ADP) by Ms. Judy Barber, an independent Facility Management Consultant and our 1991 recipient of this award.

Tom is Director of Building Services for ADP, Inc. where he is presently responsible for nine ADP facilities in six states in the Southeast. In addition, Tom is very active in his church and community.

Tom joined the Atlanta IFMA Chapter in February 1984 as a Professional Member. He has been very active and, this year, served as Vice President of our Atlanta Chapter. Additionally, this past year, he volunteered to chair the Committee for the Vendors' Fair. The Vendors' Fair was a first for the Chapter, and thanks to Tom's efforts, it was a success.

In addition, the Chapter recognized **Mr. Don Brumbelow** (Sponsorships Committee Chair), **Mr. Tom Vernon** (Vendors' Fair) and **Mr. Ed Rondeau**, Independent Facility and Real Estate Consultant (planning and execution of the 10th Anniversary) for their willingness to volunteer their time and energies to the local chapter and its operations.

New officers were also installed (see photos).

Leon, Leon, Leon, Leon??? Noel Noel, Noel, Noel!!!

Upcoming Events

February Meeting

The Roundtable Group, headed by **Mr. Hank Decilla**, and consisting of twelve contract furnishings manufacturers, will be hosting the February meeting at the Inforum. The luncheon will feature a panel discussion entitled "The Role of Independent Manufacturers in the Contract Furnishing's Industry".

Vendors' Fair

Tom Vernon is already hard at work on the September Vendors' Fair. After sending out a questionnaire to all who attended, asking for feedback, Tom and his team will be addressing the following: (1) Earlier advertising to attract more traffic, (2) Having the fair stay open "after hours" and (3) Finding a sponsor to offer wine/beer after business hours.

Atlanta Committee Chairpersons

Awards:	Dorothy Harris Contract Interior Consultant 461-2805
Education:	Attila Szekes Facility Management Consultant 565-1445
Membership Chair:	Gene Meany 552-7095
Prospective:	Mike Denson 249-2542
New:	Kathy Farley 572-4934
Directory:	Bob Berntsen 842-8277
Allied/ Affiliate:	Steve Pelham (706) 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 612-1247 897-1122 Fax: 612-1475 897-1067
Public Relations:	Robin Bruce Electrostatic On-Site Services 952-7602

Thanks to **Jeff Reeves** with **Thomas Carpets** for being the photographer at the Awards Banquet.