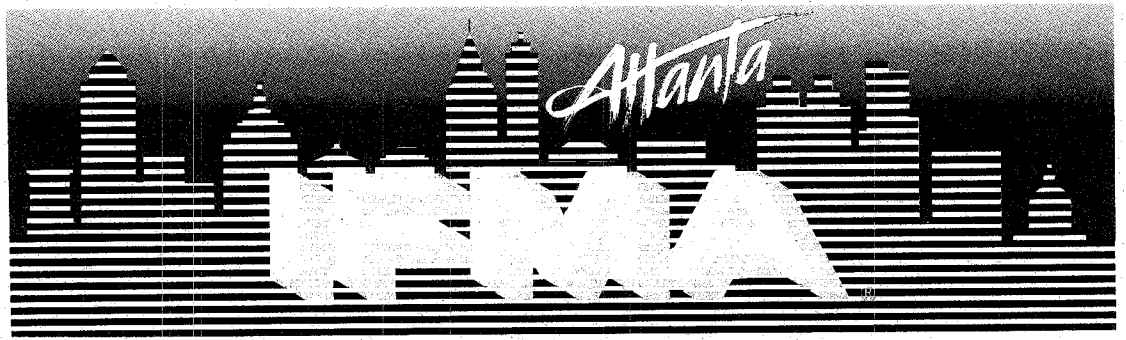


# International Facility Management Association



December 1993

## Executive Board 1993

**President:**  
Pete Conlin

*BellSouth Enterprises, Inc.*  
(404) 249-4126

**Vice President:**  
Don Brumbelow  
*Shaw Industries*  
(706) 275-3380

**Secretary:**  
Mary Jo Doherty  
(404) 581-7657

**Treasurer:**  
Margaret Sherrod  
*The Coca-Cola Company*  
(404) 676-6688

**Past President:**  
Kim Weiss  
*KEW Fundamentals*  
(404) 892-7190

**Regional Vice President:**  
Lanny Felder  
*Blue Cross/Blue Shield of  
Florida*

**IFMA Houston  
International Headquarters**  
1 Greenway Plaza, E., 14th Floor  
Houston, TX 77046  
(713) 623-4362  
(800) 359-4362

**Topic:** 1993 Awards and Officers Installation Luncheon  
**Cost:** \$25 Members, \$35 Non-Members  
**Location:** Buckhead Towne Club  
**Reservations:** Brown & Spiegel, Inc., 351-3323

**PLEASE SEE INSERT FOR TIME, MENU AND DIRECTIONS!**

Kim Weiss, the Past President of IFMA, has been hard at work for the past year pulling all the details together to make the **1993 Awards and Officers Installation Luncheon** a memorable event. She makes no promises, however, about Pete Conlin's jokes, but all other aspects of the luncheon have been reviewed thoroughly!

Along with the announcements of the 1993 award winners, IFMA will also induct their slate of officers for 1993-94. Please plan to join us to see the following IFMA members sworn in:

<b>President</b>	<b>Tom Vernon</b>
<b>Vice President</b>	<b>Gene Meany</b>
<b>Secretary</b>	<b>Allan Caddell**</b>
<b>Treasurer</b>	<b>Mary Jo Doherty</b>

\*\*Allan Caddell and his wife will be out West skiing, so he will be unable to attend the swearing-in. Everyone at the recent Board Meeting volunteered to stand in for him in the ski line, but Allan said it was not necessary.

## VOLUNTEER OPPORTUNITIES AVAILABLE

At the January meeting, all Committee persons will have a table set up where you can discuss volunteer activities. If your talents are in writing, see **Susan Gray** at the Newsletter table. If you are an incredible fundraiser, see **Nancy Warner** at the Sponsorship table. If your talent is pulling in interesting speakers, talk with **Steve Pelham** at the Programs table. Whatever you do, PARTICIPATE IN IFMA! We guarantee you a good time by being involved with an incredible group of people.

## OCTOBER LUNCHEON RECAP

By: Robin Bruce  
Electrostatic On-Site Service, Inc.

Robert Tucker's presentation entitled "Managing the Future: The Way to Survive and Succeed in the 90's" was dynamic and motivational. Through group participation, the specific concerns and interests of the facilities management industry were highlighted. Mr. Tucker identified the 10 driving forces of change and discussed implementing those changes as it relates to our industry.

### 10 Driving Forces of Change for the 90's

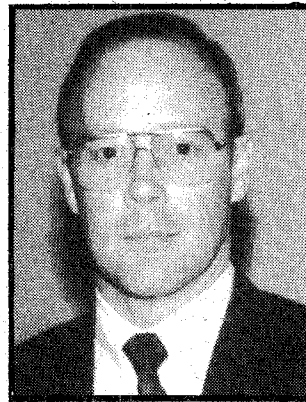
Speed  
Convenience  
Age Waves  
Choice  
Lifestyle  
Discounting  
Value Adding  
Customer Service  
Techne-Edge  
Quality

The program was sponsored by Mohawk Carpets, Allied/Signal Fiber, Ivan-Allen Co., Bell-Mann, Capitol Office Supply, Spring and Xerox.

### CHANGE OF DATE FOR BOARD MEETINGS

All Board Meetings will be held on the 3rd Tuesday of the month (the night before our regularly-scheduled luncheon). Until further notice from Tom Vernon, the meetings will continue at BellSouth at 6 p.m. There will not be a December meeting.

## President's Message



I am not sure if you are aware of the tremendous amount of work and effort that is required to keep our Chapter functioning. From planning the programs and lunches, keeping the membership listings current, paying the bills, to publishing the newsletter. And there are scores of other activities that go on behind the scenes that few know about. Without this collective effort by so many, the Chapter would cease to function.

While there is not enough space in this newsletter to individually name all those involved, let me take this opportunity to thank all of you for your help and support during the past year. If it had not been for your hard work, we would not have been able to accomplish all the great things we did in 1993.

During 1993 we tried to be a little more innovative and do some different things. In June, we changed our monthly luncheon into an evening social, affectionately termed "The Chapter's Night Out." We ate jambalaya, drank beer and watched the Braves beat the Mets. In October we shared a joint meeting with ASID and IBD at the Inforum. We heard Robert Tucker tell us all about our future. And in November we held our first monthly luncheon on the north side of Atlanta. We also continued with our Vendors' Fair and Awards Banquet.

I would also like to thank all of our Allied and Affiliate members for their financial support during the past year. It is through their generosity that we are able to provide the kinds of activities I outlined above.

Again, my thanks to all of you for support during the past year.

And, finally, may I wish you and yours a very hold and joyful **Holiday Season** and prosperous **New Year**.

## MEMBER NEWS

**Pete Conlin** was invited to speak at the Annual Meeting of Business and Industrial Furniture Manufacturers Association in Palm Springs, CA, this past month.

**Martha Osborne** has also become a Certified Facility Manager by IFMA.

**Congratulations, Martha!**  
**Malcolm Weiss** has agreed to head up the Public Relations Committee which also includes being the Historian and Community Project Advisor.

## NOVEMBER MEETING RECAP

By: **Steve Pelham**  
**Milliken & Co.**

Yes, it is possible to refurbish without disrupting your tenants. Atlanta member **Patti Swierc** shared her data center project. **BellSouth Information Systems** wanted to update their space, avoiding downtime for the 24-hour operation.

By using **Renovisions**, Patti was able to refurbish the building including the carpet and save money in the process. **Renovisions**, in conjunction with **Carnes Bros.**, systematically lifted all the furniture, removed the existing carpet and replaced it with seamless carpet tile. Patti showed **Renovisions** as being much more cost effective compared to dismantling and re-installing--not to mention **NO DOWNTIME!**

**Brad Barrett** of **Renovisions** discussed the various floor conditions that become prevalent in refurbishing, in addition to mentioning carpet as being the biggest absorber of the office's "sins" of the last 6-12 years (smoke, dirt, chemicals, microorganisms, etc.). Patti not only refurbished her office with rave reviews, she improved the quality of indoor air in the process. A **Great Meeting** at our new North Atlanta location.

## QUARTERLY CALENDAR

### December

15 IFMA Awards and Officers Installation Luncheon  
Atlanta, GA  
Buckhead Towne Club

### January

18 Board Meeting  
Atlanta, GA  
BellSouth

19 Luncheon  
Atlanta, GA  
Atlanta Merchandise Mart

### February

16 Board Meeting  
Atlanta, GA

17 Luncheon  
Atlanta, GA

22-23 Strategic Planning  
San Diego, CA

22-23 Indoor Air Quality  
San Diego, CA

24 Disaster Planning & Recovery  
San Diego, CA

## ALLIED/AFFILIATE MEMBERS ADVERTISING AND SPONSORSHIP OPPORTUNITIES

This month a package of information will be mailed to you by **Susan Gray** (Editor of the newsletter) and **Nancy Warner** (Sponsorship and Allied/Affiliate Committees) about the chance to have your **company highlighted** on a monthly basis, either by different levels of sponsorship or by advertising in the newsletter.

There are great opportunities to spread the word about your company and the products or services that you provide.

Please take the time to review these opportunities and let Susan or Nancy know what your company would like to do to promote itself and IFMA.

**Atlanta Chapter  
November 24, 1993  
Year-to-Date Actuals**

<b>Income:</b>	
Membership Dues	\$8,805.00
Subscriptions	1,290.00
Donations	3,275.00
Meetings	10,925.00
Donations-	
Regional Meeting	2,700.00
June Night Out	1,140.00
Vendors' Fair-Fees	8,250.00
Sponsors-Awards Banquet	1,000.00
Income Subtotal	\$37,385.00
<b>Expenses:</b>	
Membership	\$ 971.12
Luncheons	8,018.54
Public Relations	0.00
Newsletter	4,016.98
Postage	1,563.49
Secretarial Services	1,322.66
Executive:	
Travel	1,207.43
Foundation Donation	1,500.00
Other-Recert.	400.00
Awards	0.00
Other (P.O. Box, Service Charge, etc.)	1,096.21
Regional Meeting	3,367.43
June Night Out	483.00
Vendors' Fair	8,238.03
Awards Banquet	1,924.00
Expense Subtotal	\$34,108.89
Net Income (Loss)	<u>\$ 3,276.11</u>

With the holidays fastly approaching, we thought you may be in need of some tips about weight gain:

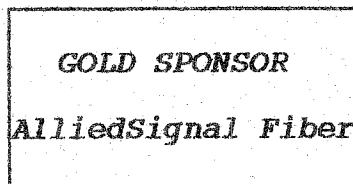
If you want to eat more without getting fat, increase your muscle mass through aerobic exercise and upper body weight-training. It takes more calories to fuel the muscle in your body than it takes to fuel the fat in your body.

If you think you are eating less but are not losing excess weight, make a written record of your food intake over a week's time. It's likely that you are compensating for a few days of restrictive eating with an occasional day of overeating.

You'll have more energy and more hope of losing excess weight if you avoid the fasts and the binges and distribute your calories evenly over time.

We are in the process of purging non-members from our Newsletter mailing list. If you are not a member of IFMA but would like to be a part of our association, please contact Kathy Farley at 572-4934 to apply for membership.

**IFMA WANTS YOU!**



**WE WOULD LIKE TO  
THANK THE FOLLOWING  
FOR THEIR SUPPORT OF  
OUR 1993 AWARDS AND  
OFFICERS INSTALLATION  
LUNCHEON:**

- MAHARAM**
- OFFICE PAVILION**
- BELL-MANN**
- SHAW INDUSTRIES**
- LANDMARK PACIFIC**
- POINTE SERVICES**
- JG FURNITURE**
- DAVIS FURNITURE**
- FLOOR CARE**
- WEGMAN & ASSOCIATES**
- ADP, INC.**

**FACILITIES  
OPPORTUNITIES WITH  
KOLL MANAGEMENT  
SERVICES**

**Position:** Facility Manager

**Location:** Various locations throughout the country, including Chicago, Boston, metropolitan NYC/NJ, Atlanta, Philadelphia and Washington D.C.

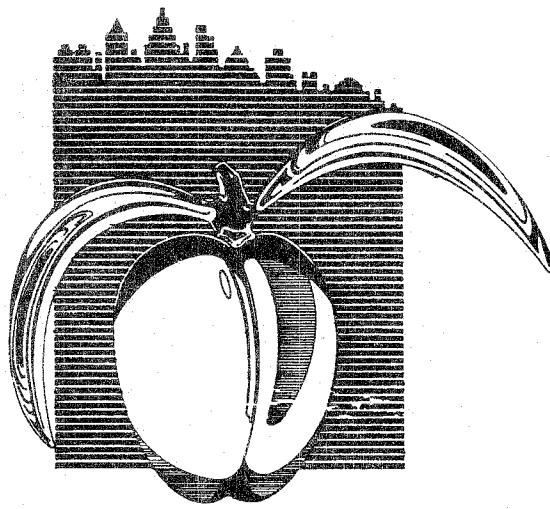
**Overview:** Koll Management Services has emerged as a premier national property and facilities management company. We provide fee assessment, property and facilities management, and corporate real estate services for property owners and clients throughout the nation. Our managed portfolio totals more than 100 million square feet, including 16 million square feet in facilities, and is growing. We are seeking highly qualified candidates for career opportunities as Facilities Managers.

**Contact:**

Koll Management Services  
Human Resources - LM-FAC  
4343 Von Karman  
Newport Beach, CA 92660  
FAX(714) 833-3755  
EOE/M/F/D/V

**Doctor to Patient:**

*"You seem to be in perfect health, but let's run a few tests. I'm sure we can find something wrong with you."*



**ETA**

**4th Annual Chapter Awards  
and  
Officers Installation Luncheon**

**Wednesday, December 15, 1993, 12:00 Noon  
Registration and Networking 11:30 a.m.**

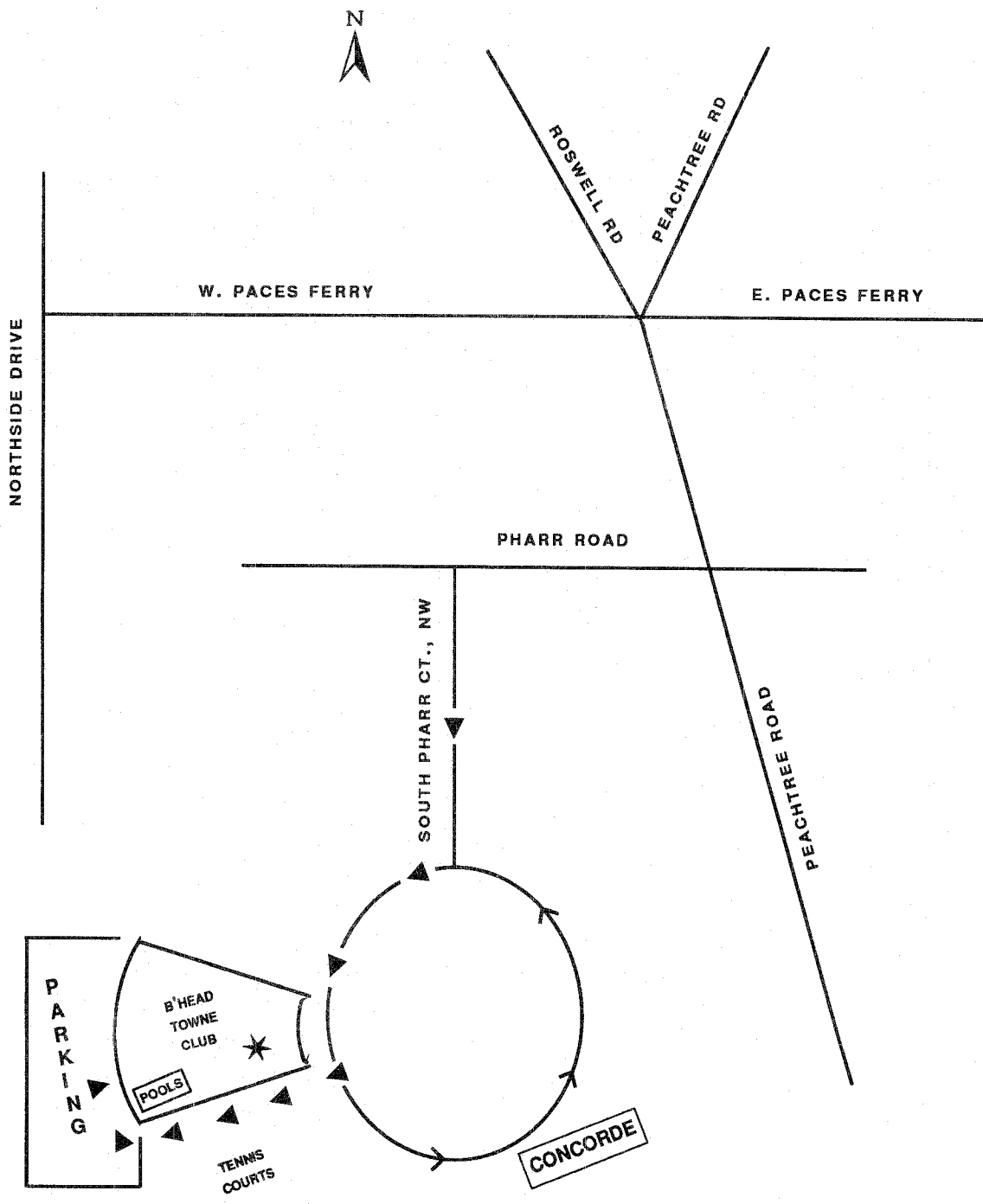
**The Buckhead Towne Club  
2900 South Pharr Court, NW  
(404) 262-3455**



**MENU**

**FRESH SPINACH SALAD  
MUSTARD TARRAGON CHICKEN & INDIVIDUAL BEEF WELLINGTON  
TWICE BAKED POTATOES  
STEAMED BABY CARROTS - SUGAR SNAP PEAS IN HERB BUTTER  
BREADS  
WHITE CHOCOLATE MOUSSE CHEESECAKE**

**Reservations for lunch must be made by calling:  
Brown & Spiegel, Inc. at 351-3323  
NO LATER THAN MONDAY, DECEMBER 13, 1993  
This will ensure your place at this special luncheon.  
The Cost is \$25.00 members; \$35.00 guests  
*No Shows Will Be Invoiced.***



FOLLOW ARROWS IN - PAST  
 TENNIS COURTS (ON LEFT).  
 ENTER STRAIGHT THROUGH  
 OUTDOOR POOL AREAS.