December 1993

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:

President: Tom Vernon
Vice President: Gene Meany
Secretary: Allan Caddell**
Treasurer: Mary Jo Doherty

**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
Techno-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

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>IFMA Awards and Officers Installation Lunch</td>
<td>Atlanta, GA Buckhead Towne Club</td>
</tr>
<tr>
<td>18</td>
<td>Board Meeting</td>
<td>Atlanta, GA BellSouth</td>
</tr>
<tr>
<td>19</td>
<td>Luncheon</td>
<td>Atlanta, GA Atlanta Merchandise Mart</td>
</tr>
<tr>
<td>16</td>
<td>Board Meeting</td>
<td>Atlanta, GA BellSouth</td>
</tr>
<tr>
<td>17</td>
<td>Luncheon</td>
<td>Atlanta, GA Atlanta Merchandise Mart</td>
</tr>
<tr>
<td>22-23</td>
<td>Strategic Planning</td>
<td>San Diego, CA</td>
</tr>
<tr>
<td>22-23</td>
<td>Indoor Air Quality</td>
<td>San Diego, CA</td>
</tr>
<tr>
<td>24</td>
<td>Disaster Planning &amp; Recovery</td>
<td>San Diego, CA</td>
</tr>
</tbody>
</table>

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.
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!

GOLD SPONSOR
AlliedSignal Fiber

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