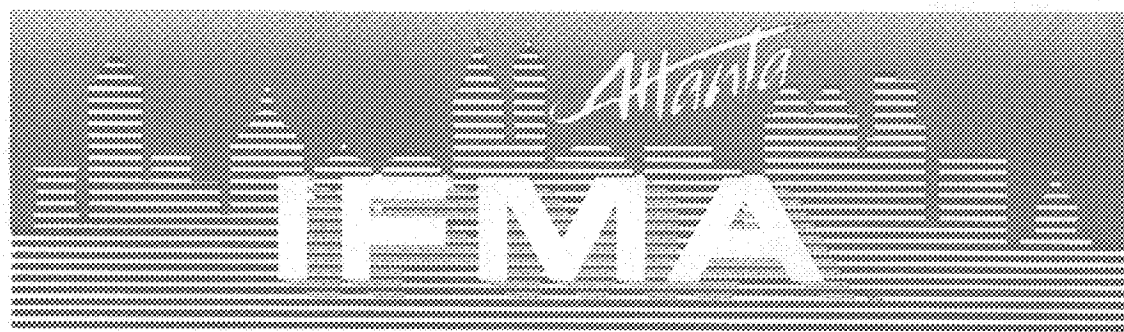


# International Facility Management Association



IFMA - Atlanta Chapter • P.O. Box 43306 • Atlanta, Georgia 30336-0306 • February 1998 Issue

## 1998 EXECUTIVE BOARD

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- Elite Way Service, Inc.
- Royal Cup Coffee, Inc.
- Shaw Contract Group
- Steelcase, Inc.
- Wognan Associates

## Monthly Meeting

Wednesday, February 18, 1998 • Atlanta Hilton

**Topic:** Lewis Massey, Georgia Secretary of State

**Time:** 11:30 a.m. - 1:30 p.m.

**Cost:** \$20 Member; \$25 without advanced registration  
\$35 Guest; \$40 without advanced registration

**Location:** Atlanta Hilton (see directions on page 2)

**Reservations:** IFMA Office (770) 489-7727, ext. 23 or FAX (770) 489-7729

\*\*\* Please call by Friday, February 13, 1998 to make your reservations.

Lewis Massey was appointed by Governor Zell Miller to succeed Max Cleland as Georgia's Secretary of State in January 1996. In November of that year, Mr. Massey was elected to complete Cleland's unexpired term, which will end in January 1999. In last year's General Election, Secretary Massey won 133 of Georgia's 159 counties, and compiled the second-highest vote total in Georgia political history.

Hallmarks of Massey's administration include cracking down on telemarketing fraud, improving the administration of elections and streamlining and enhancing government services. At his urging, the General Assembly in 1996 passed a tough new law increasing the criminal penalties for telemarketing fraud, especially for those who target the elderly. Under his leadership, investigators from the Elections Division undertook a wide-ranging probe into election fraud in Dodge County. This action led to the largest single federal prosecution for election violations in U.S. history.

Before serving as Secretary of State, Mr. Massey was vice president of Bank South Securities. His extensive public sector experience includes several years as chief of staff for Lt. Governor Pierre Howard and special assistant to Governor Joe Frank Harris.

Please note: Cancellation of your reservation must be made 48 hours or more in advance of the meeting. A \$5.00 service charge will be added to all no-show invoices.

## President's Message by Sheryl Yetsko



WOW!!! That's the way to start 1998!! Our January Chapter meeting at Villa Christina was a record breaker with 118 in attendance. Now we must try to keep that momentum going. We were very pleased to have many first time visitors as well as many of you who came for the first time in a long time. I hope you received value for the time you spent with us. You may have found value in our program, the lovely venue, the nice meal, the networking, or all of the above.

So I ask you now—CAN WE GET ON YOUR REFRIGERATOR? You say, "what do you mean, Sheryl?" Well, at the recent Leadership Conference in Houston, your chapter leaders were

*continued on page 2*

*President's Message continued from front*

given this challenge. We realize that each of us has a "calendar" of those events which are of value in our very busy lives. Many of us keep track of important events we wish to participate in on our refrigerators. IFMA Atlanta wants to offer value to your busy lives, but we realize that we must compete with a myriad of other commitments.

So now you ask if IFMA Atlanta is up to that challenge? SURE WE ARE!! We realize that each member has a different "value meter". Some of you are looking for networking, some education, and others a social organization. We are committed to trying to meet those needs, so watch for our Newsletter or check our HomePage for upcoming events to put on your refrigerator!!

I hope to see you at the February Chapter meeting!! Please call me if you have comments or suggestions at (404) 527-8332 or E-mail me at syetsko@lanlaw.com.

*Sheryl Yetako*

## Congratulations

*Have you or someone you know received some special recognition or award recently? This new column in the monthly newsletter will spotlight IFMA member achievements. Newsletter submittal deadlines are the third Friday of each month. All kudos should be faxed to Christina Parks at 770/471-9695.*

## 1998 Calendar of Events

DATE	EVENT	FACILITY
Feb. 5 5:30-7:30 pm	<b>Prospective &amp; New Members Orientation</b> RSVP: Ginger Walker, 770/489-7727 x23	SMED International
Feb. 10 7:45 am	<b>REACH Project Meeting</b> Contact: Brian Riley, 404/377-3836	REACH
Feb. 18 11:30-1:30 pm	<b>Lewis Massey, Georgia Secretary of State</b> RSVP: Ginger Walker, 770/489-7727 x23	Atlanta Hilton
Mar. 4 12:00-1:00pm	<b>about PLACE</b> Produced by Steelcase	A Business TV Broadcast
Mar. 18 TBA	<b>Tour of Turner Field</b> RSVP: Ginger Walker, 770/489-7727 x23	Turner Field

## Directions to Atlanta Hilton February 1998 IFMA Meeting

The Atlanta Hilton and Towers is located just off of the Courtland Street exit of I-75/85 travelling southbound or International Boulevard northbound. The Atlanta Hilton is located just north of the intersection of the east-west interstate highway, I-20.

**FROM I-20:** take I-75/85 north to the International Boulevard exit, turn left at the second traffic light, follow International Boulevard to Piedmont Avenue, turn right, continue on Piedmont two blocks to Baker Street (you are now behind the hotel), turn left on Baker Street and go up one block to Courtland Street. The main entrance to the hotel is on the immediate left.

**FROM I-75/85 SOUTH:** take exit 97, Courtland Street. Hotel is on the left almost immediately after exiting from the interstate. Enter hotel from front circle or from the rear off of Piedmont Avenue.

**FROM I-75/85 NORTH:** take exit 96, International Boulevard, which will go back over the Interstate. Turn right on Piedmont Avenue. Hotel is one block up on the left. Enter the hotel garage from the Piedmont Avenue entrance (tricky to get into) or from the front circle of the hotel on Courtland Street.

## ATTENTION!

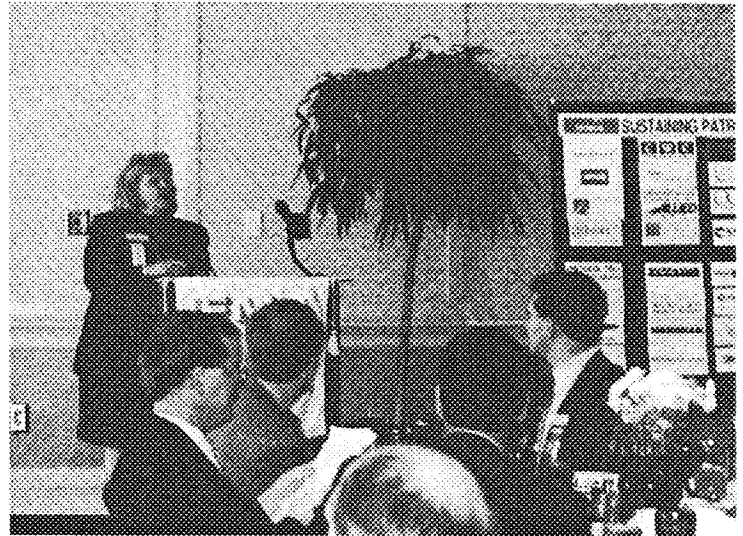
The IFMA Association has a new phone number and fax number. Please make a note of this change.

**TEL: 770/489-7727 x23 • FAX: 770/489-7729**

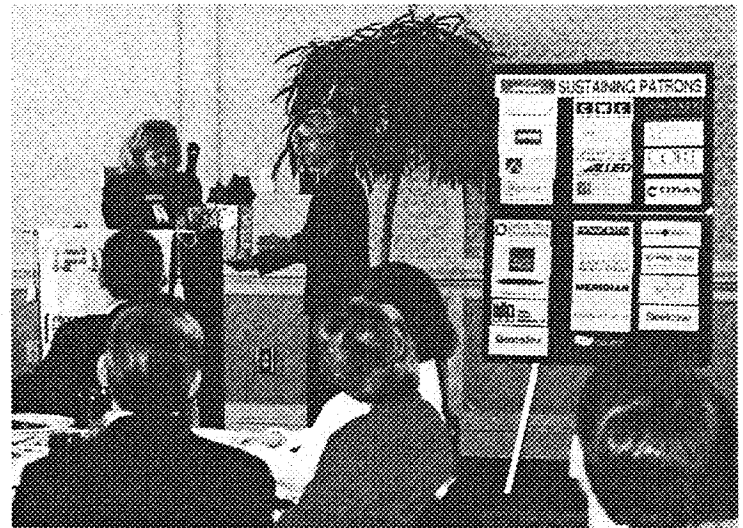
## January Meeting Recap

### Financial Planning in the 90's

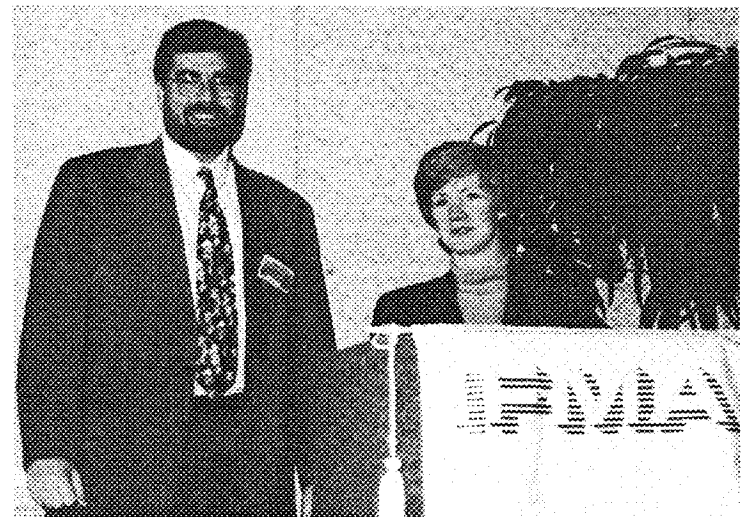
"Save - save - save" was the message of the day at the January monthly meeting. Susan Creasy Myers, Senior Vice President & Financial Consultant for The Robinson-Humphrey Company delivered this message to the eager crowd, who was obviously listening, as they had a lot of questions for her. Susan is a graduate of the University of Tennessee and has been with Robinson-Humphrey since 1974. The big topic of the day was the IRA, and specifically, the Roth IRA. But the bigger picture was just save, period. Her tips on that were to start NOW, to make sure that you pay yourself first, to not be too conservative in your investments, not to be afraid to ask for financial advise, and make saving a habit. The market is great for investing now, because of the ever-growing amount of money being invested by the Baby-Boomers, but even if it declines, the most important thing is still...save for your future. If you have any additional financial questions regarding IRA's, investing, or planning for your own or your family's financial future, you are welcome to contact Susan Myers at Robinson-Humphrey.



*Susan Creasy Myers, Senior Vice President & Financial Consultant for The Robinson-Humphrey Company*



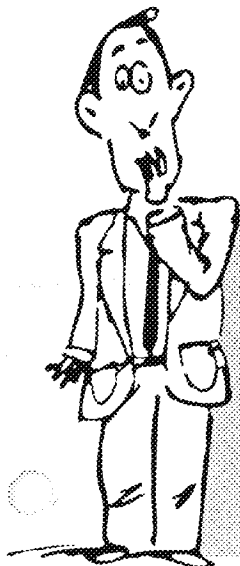
*Claire Brucks presents a gift of appreciation to Susan Creasy Myers*



*Dave Flory being sworn in by Kathy Roper, IFMA President 1997.*



*Overwhelming turnout at Villa Christina.*



### Oops! We Apologize!

We incorrectly identified two IFMA members in the Annual Award Meeting section of last month's newsletter. Claire Brucks was standing with Harry Ludwig (not Ginger Walker) and Brad Steele displayed his award (not James Bunch).

## Education Committee - Our Goal

The Education Committee of IFMA - Atlanta is formally charged with this goal:

*to provide learning opportunities for IFMA members to improve their knowledge of facility-related issues, practices, standards and new skills to enhance their professional growth.*

As with all educational endeavors, fulfillment of these goals is ongoing and challenging. What is education really about? Let's list some possible components:

**MOTIVATION:** Do you want to learn more? Why? Personal gratification? Advancement? Conquering new challenges? If you're motivated, then you need to know how and what to tackle. You need **information**; accurate sources for relevant study and enlightenment. The Education Committee this year has offered, for instance, information to the membership about energy deregulation (soon to be a reality). They also sponsored a roundtable discussion bringing together affiliate members and facility managers to examine what factors were important for enhanced cooperation.

**COOPERATION:** To sponsor any event for the membership, cooperation is necessary, both within the Committee and in conjunction with others within IFMA; e.g., the Program Committee and Chapter Board. Working with others in a productive environment is a learning experience in itself, and the synergy produced expands and expedites further learning. The hard-working Education Committee members that deserve credit for these activities are Bill Thorpe, Charles Cayce, Chris Johnson, Marty Mason and Joanne Cole. These people exemplify **dedication**, a necessary ingredient for continued learning.

**CERTIFICATION:** Some of the Committee's focus is for the whole membership; some is more specific, such as certification for facility managers. Each newsletter this year has had a good article about certification by committee member Joanne Cole—the process and the competencies involved in becoming a Certified Facility Manager. A study group is meeting to explore those competencies and boost the members' chances for passing the certification test. Active **participation** is key to learning.

**COMMUNICATION:** Here's where you *all* come in: communication. We've learned a lot about your choices from conducting a survey recently. From the responses, programs such as the mentoring program are already being instigated. But, you can probably think of other directions that would be valuable for our professional growth. *Let us hear from you; don't wait for a survey.* A couple of our committee members are moving on to other IFMA opportunities and we'll be asking some who have expressed an interest to join us, to continue the programs underway and to explore new areas.

So what does the Education Committee consider important for learning? Motivation, information, cooperation, dedication, certification, participation, communication, exploration; just some of the "tions" we could list.

All together now, chant this motto: **Ed-u-cate in '98, Ed-u-cate in '98, Ed-u-cate in '98!**

—Ann Steele, Chair, Education Committee

## New Benefit to Members!

Did you know that there was a new benefit available to members as of December 1, 1997? Well, if you didn't see the article in *IFMA News*, January 1998 issue, let me give you a little information about it now.

IFMA Online has been succeeded by IFMAnet. IFMAnet is a web-based service available to all members. Of course, you must have your own web service provider to take advantage of this new service (AOL, Mindspring, etc.), but I'm sure most of you savvy FMer's are already adept at "surfing the net."

This new service is user-friendly and gives you access to a large resource base of available products and services. You can access this service through IFMA's HomePage at [www.ifma.org](http://www.ifma.org). Once in the IFMA HomePage, you should select IFMAnet from the buttons at the left. You must know your member number (User name) and Password (your first name as registered with IFMA HQ). If you do not know what your member number is, please feel free to contact me. Also, as I advised those in attendance at our last meeting, it will take some time to enter all of our 15,000 + members into this system, so if you wish to take advantage of this service, please contact me and I will have them activate your number sooner than later.

IFMAnet features the following:

- Teleconferencing/chat areas
- Forums
- Membership Directory
- Employment Services
- Coming Soon ...*Facility Management Journal* and *IFMA News*

If you did not receive the in depth article from *IFMA News*, please let me know and I'll fax you a copy. My number is 404-527-8332 or E-mail: [syetsko@lanlaw.com](mailto:syetsko@lanlaw.com).

Sheryl Yetsko, President - IFMA Atlanta

Georgia World Congress Center

Atlanta, Georgia

April 7-8, 1998 10 am- 5pm

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# THE COMPUTER & TECHNOLOGY SHOWCASE

## ATTENTION ASSOCIATION EXECUTIVE !!!!!

*The Computer & Technology Showcase is not far away. This years show will host one of the largest displays of technology in the region and an expansive list of complimentary educational seminars. Many associations we have worked with in other cities have taken advantage of our offer of complimentary admission for association members.*

*We would like to extend the invitation to your association.*

*Enclosed is a complimentary pass which can be placed in newsletters, faxed or copied for distribution at monthly meetings. Additionally, I am sending a multi registration form for use by fax or through email registration. Our email address is [ems@teleport.com](mailto:ems@teleport.com). You may use either or both - which ever suits your needs best. Your members will benefit by attending the show and conferences and thank you for allowing them to do so without the \$15 admission charge.*

*Designed for the corporate executive, individuals can talk directly to the manufacturers, compare products, ask questions and get customized solutions for their particular needs. Over 250 booths showing the latest technology in computers, software, telecommunication systems, office equipment, multi-media solutions and more will all be on display. Attendees can benefit by sitting in on over 40 high powered conferences including topics like: internet, lan management, microsoft windows 95 and networking to name a few.*

*If any of your members would like to receive a complete conference schedule with a complimentary pass mailed by us please have them fax us the pre-registration form 2 weeks prior to the event day.*

*If you need any additional information, please feel free to give us a call at 1-503-234-1552.*

*Sincerely,*

*Christina Fairhead*  
Show Management

## Career Corner

The Career Services Committee is always looking for new and potential positions to announce in the newsletter. If you are aware of any job opportunities, please contact Marty Mason, Career Services chair (770-952-9200 FAX) with a brief description of each position. The following positions are available to interested candidates. If interested, please contact the employer indicated directly.

### SALES TECHNOLOGIES:

- **FACILITIES MANAGER-ATLANTA, GA**  
Senior level experience (5-10 yrs.) in space planning, office relocation, third party vendor negotiations, general knowledge of A/E design, furniture/office supply, inventory control and security. Requirements include related degree, working knowledge of Microsoft Project, Excel, and Word plus electronic space planning program(s) (CAD). Please forward resume to Sales Technologies, 3445 Peachtree Road, Suite 1400, Atlanta, GA 30326, Attn: Human Resources/ Job Code FM

### PITNEY BOWES MANAGEMENT SERVICES: REGION OPERATIONS PLANNER-REGION-BASED OPPORTUNITY

Send resume to Pitney Bowes Management Services, Attn: Stephanie Fleming, Director, H.R. Southern Region, 501 N. Stemmons Fwy., Suite 150, Dallas, TX 752107 (fax) 214-761-0841.

### RENU ENTERPRISES, INC.:

- **PROJECT MANAGER-ATLANTA, GA**  
One year experience in Cad and AutoCAD and knowledge of Steeicase System Furniture, Production, Layout, Installation, Punch, Dealing with customer from beginning to end. Must be flexible, sharp and a hard worker. Call for appointment, 404-885-9000, or fax resume to Lee Fukartas, President at 404-885-9969.

### AUTOPRO TECHNICAL RECRUITING:

- **FACILITY MANAGER-DETROIT, MI**  
Position will directly manage world headquarters of a \$10B automotive supplier located in northern suburbs of Detroit. Experience in facility layout/floor planing/grounds, management of off-site facilities as needed, food services, shipping/receiving, fleet car pool, security, hazardous transportation, maintenance of facilities and more. Salary 75k, outstanding benefits, room for advancement, relocation package. Call Bob Millman, 248-967-0700, fax to 248-967-0788, or e-mail to [autopro@rust.net](mailto:autopro@rust.net)

## IFMA Library

### Books

A Complete Guide to Building & Plant Maintenance by Thomas Sack

How to Start & Manage a Business by North Georgia Reg. Small Business Development Center

Legal guide to a Drug-Free Workplace by Padgett Thompson

How to Do More With Less by IFMA Conference - Baltimore

Accessibility in Georgia by Georgia Council on Developmental Disabilities

Benchmarks 1991 - Research Report #7 by IFMA

Facility Management Practices - Research Report #16 by IFMA

Keynote Address by John Stoessinger and General Session by Robert Krieger - IFMA Conference, St. Louis 1994

The Office Environment Index 1988 Summary Report by Steelcase

Facility Management Handbook by John Nolnar, P.E.

### AUDIO TAPES

IFMA Denver Conference Seminars 1993

Hyper-Track: A New Reality in Construction - Mirrielees

Exploring successful Job Search Skills - Rauch

Office 2000: An Update - Leonard Krnik

Books and Audio Tapes may be reserved. Please call Ginger Walker at 770/489-7727 ext. 23 for more details.

### A WORLD OF THANKS!

THE MEN AND WOMEN OF THORPE ENTERPRISES WISH TO THANK MS. SUZI LAHEY AND MR. FRED GRIFFIN OF TETLEY USA INC. FOR THEIR CONFIDENCE IN CHOOSING THORPE ENTERPRISES FOR SECURITY SERVICES FOR THEIR MARIETTA FACILITY.



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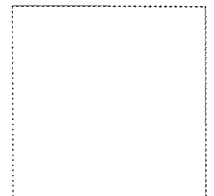
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**DIRECTORY UPDATE**

Note corrections to  
mailing label at right  
(include phone/fax  
numbers).