

International Facility Management Association



IFMA - Atlanta Chapter •

1185 Willingham Drive • Atlanta, Georgia 30344 • September 1998 Issue

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Monthly Meeting

Wednesday, September 16, 1998 • Atlanta Marriott Northwest

Topic: Real Estate & Technology - Today, Tomorrow & Long Term

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

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

Location: Atlanta Marriott Northwest, 200 Interstate North Parkway (directions, pg. 7)

Reservations: New Association Office (404) 766-1632 or Fax (404) 768-7767

Please call Vernon Thomas by Friday, Sept. 11, 1998 to make your reservations.

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.

Are you a little frustrated trying to keep up with the constant demands to accommodate technology in your facility? Feeling a little dazed and confused about how to plan for new technological demands down the road? Then the September meeting is one you definitely won't want to miss. James Hisle Jr., Vice President of Enterprise Consulting Group will give us some guidance down that technology path. Mr. Hisle (Matt) has 18 years experience in the telecommunications and information systems arena, working with ROLM and Texaco prior to joining COMSUL, Ltd. Prior to the merger of COMSUL Ltd. and Enterprise Consulting, Matt was responsible for development of the New York region, advanced technologies and new market development. Mr. Hisle will enlighten us on current trends and uses of technology, as well as how technology is affecting buildings and the use of buildings. He will also take us into the future, and talk about technology that is currently developed, and how that technology will affect how people will work in the year 2020. If you need to take your knowledge accommodating technology to the next level, this is one meeting you won't want to miss.

President's Message

by Sheryl Yetsko

Your Executive Board, with the assistance of Past President Harry Ludwig, has been very busy this year. The tremendous growth our chapter experienced over the past three years has required that we spend a considerable amount of time in strategic planning for our future. One of the keys to our success as a chapter has been the employment of a professional Administrator, who we employ on a yearly contract. Unfortunately, it became apparent through our RFP process this year that our affiliation with Associations of Georgia was no longer a mutually beneficial one. Although it was a difficult decision for all of us, this process led us to another professional Administrator Association Headquarters, Inc. Freddi Hagin and Ginger Walker, of Associations of Georgia, have been working with Association Headquarters since the beginning of August to allow IFMA Atlanta a smooth transition process. We are grateful to both Freddi and Ginger for their contributions to our chapter. On behalf of our chapter, I personally presented them with gift certificates to their



(continued on page 2)

President's Message continued from page 1

favorite stores as a token of our appreciation. They were both very appreciative and wished IFMA Atlanta continued success in the future. I feel certain we shall see more of them in the years ahead.

I would now like you to join me in welcoming our new Administrator Association Headquarters, Inc. to IFMA Atlanta. We are very excited about the new opportunities we will have as a chapter through this association. Please be sure to take note of our new Administrator's information. IFMA Atlanta's address has now been changed to:

IFMA Atlanta
c/o Association Headquarters, Inc.
1185 Willingham Drive
Atlanta, GA 30344
Phone: 404-766-1632
Fax: 404-768-7767
E-mail: bob@ahqi.com
vernon@ahqi.com

We have included, for your convenience, an insert for your membership directory which includes this information. As I am sure you all keep your IFMA Atlanta Membership Directory within reach on your desk, this will allow you easy access to our Administrator.

Now for a little background on our Administrator: Robert J. Thomas, President, has had over eighteen years association management experience with construction trade associations. Vernon Thomas, Vice President, is a graduate of the United States Military Academy (West Point) and has managed a construction specialty contracting company and has over seven years association management experience. Lisa Abel is their Membership Services Director, and has over eight years in membership organizations. Mitzie Thomas, Secretary/Treasurer, has over 20 years of banking experience, and handles most of their accounting func-

August Meeting Recap

SO YOU'RE THINKING ABOUT A NEW BUILDING?

To build or not to build? To own or to lease? Those are the questions, and if you were at the August monthly IFMA meeting, you already know the answers. Or, at the very least, you have the information you need to come up with the answers. Buzz Anderson, District Manager, Real Estate for AT&T, was the guest speaker. Buzz used AT&T case studies to demonstrate how to arrive at the best answer for the individual scenario. One AT&T location that he talked about was in a position of making a decision whether they wanted to purchase or lease a new facility to accommodate a business units' requirements. The political aspect of this type of decision is, as he explained, the most difficult part. You must stay focused on the big picture - what is really best for the entire company, not just what is best for certain segments of it. Typically, the decision of whether to lease or build or buy is considered a real estate deal. It helps to arrive at the best resolution if it is considered a business operating deal instead. Ultimately, AT&T made the decision to purchase the building, based in a large part on the amount of resources that they would have invested in that facility.



The audience perked up their ears when Buzz mentioned the Tax 1031 tax-free exchange, and how that is a factor when making a decision to purchase real estate. He also discussed the process of establishing decision-making criteria, how to put a team in place and what decisions the team should make. This was a great meeting with lots of valuable information - hope you didn't miss it!

tions. Vernon, Lisa and Mitzie were at our August meeting, and met approximately 100 of our members and guests. They are looking forward to meeting you, so I hope you can make it to our next meeting.

I received some EXCITING news this week regarding the Awards of Excellence that should cause you to make those reservations for World WorkPlace '98 a lot quicker. The IFMA Atlanta Chapter has been selected as one of the top three finalists in the category of Chapter/Council Award for Community Service. The winners will be announced during the Awards Banquet on

Tuesday, October 20th at World WorkPlace '98 in Chicago, Illinois. You might recall that we nominated our chapter for the REACH project completed earlier this year.

Please be sure to watch our calendar for upcoming events. We still want to make it to your refrigerator calendar, computer calendar or whatever means you use to track your life with. And, as always, please call me if you have any comments or suggestions for IFMA Atlanta.

Sheryl Yetaker

Calendar of Upcoming Events

DATE	EVENT/CONTACT	LOCATION
September 23 4:00 PM	<i>Y2K Educational Mixer</i>	Holiday Inn Select
October 15	<i>Prospective & New Member Orientation</i>	Choate Construction
October 18-20	<i>World Workplace 98</i>	Chicago, IL
■ October 28 11:30-1:30PM	<i>Motivational Speaker</i>	Villa Christina
November 9-10	<i>CFM Exam Review Course</i>	Cumberland Ctr. II
November 12 4:30PM	<i>Capitol Tour</i>	
November 12-13	<i>Fifth Annual IFMA Asian Conference on Facility Management</i> Call: 1-713-623-4362	Hong Kong
■ November 18 11:30-1:30PM	<i>Alternative Office solutions - Professional Point of View</i>	103 West
■ December 16 11:30-1:30PM	<i>Awards Banquet</i>	Atlanta History Ctr.

■ Denotes monthly IFMA meeting. RSVP: Vernon Thomas, 404/527-8333

1998 IFMA Committees

PLEASE CONTACT THE COMMITTEE MEMBERS LISTED BELOW
FOR VOLUNTEER OPPORTUNITIES.

Advertising/Public Relations	Patti Stewart	404-235-7747
Archives/Library	Martha Osborne	770-772-6282
Associates	Steve Sperling	404-351-3991
Awards	Kathy Roper	404-649-5011
Career Services	Marty Mason	770-952-5591
Community Services	Tom Haslach	770-975-1113
Education	Ann Steele	770-751-2020
Hospitality/Mentoring	Lendy Buchman	770-420-7903
Membership	Beth Chaplin	404-607-9519
Newsletter	Suzanne Thomas	404-881-9880
Programs	Claire Brucks	404-633-1557

Attention World Workplace 98 Attendees

Please contact Marty Mason at 770-952-5591 or e-mail him at masonmal@pb.com with the date you will arrive in Chicago, and depart and what hotel you will be staying at. Marty will be putting together a welcome packet with a list of attendees from Atlanta and how to get in touch with members while in Chicago.

Y2K Panel Discussion

Everybody's talking about the Y2K bug, a lot of gloom and doom predictions about what will happen January 1, 2000. Find out what's real by coming after work Sept. 23, when a panel will lead a discussion on the facts and fictions of Y2K.

The panel members have been chosen for their expertise in communications, transportation, banking, finance and security, so bring all your questions for a lively discussion. There will be a cash bar and free hors d'oeuvres.

It will be at 4 p.m. at the Holiday Inn Select, 4386 Chamblee-Dunwoody Road. To get there take 285 to exit 22. The hotel is just inside 285 on Chamblee-Dunwoody. Reservations are limited, and strictly on a first-call basis, so dial the Association Office before September 18, at 404 766-1632 to sign up.

56 days until World Workplace '98!!!

Are you registered for the most exciting IFMA event of the year? Pre-register from August 3 - September 11, 1998.

To register: via the web at www.worldworkplace.org or fax your registration form to IFMA event management at 1-713-623-6124.

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of the workplace

World Workplace '98



Chicago, Ill., USA
Oct. 18-20, 1998

Register today by calling
1-713-629-6753

or send an e-mail to events@ifma.org.
Visit our Web site at
www.worldworkplace.org

Career Corner

If you are aware of any job opportunities, please fax Marty Mason, Career Services chair, 770-952-9200, with a brief description of each position.

ARTHRITIS FOUNDATION

• FACILITY MANAGEMENT DIRECTOR - ATLANTA, GA

Experience in managing building systems and supervising facility services. Business or technical degree required, or combination of education and minimum 5 yrs. experience in facility management. Send résumé & salary requirements to: Karen Stubbs, Personnel Dept., Arthritis Foundation, 1330 W. Peachtree St., NW, Atlanta, GA 30309.

CROWN ADVISORS

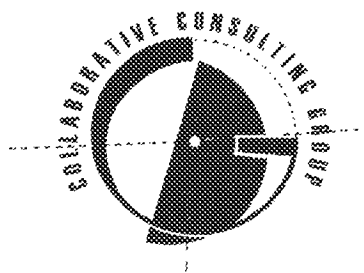
• FACILITIES MANAGER - CHICAGO, ATLANTA, ST. LOUIS OR MEMPHIS

Responsibilities include: facilities maintenance, operations support & providing assistance on capital improvement projects for Eastern half of the portfolio. Need 7-10 yrs. experience in facilities management w/ 2-4 yrs. of systems work & multiple site experience. Mechanical engineering degree, technical degree and/or P.E. designation a plus. Contact Don Ozdale: 1-412-566-1100 or fax: 1-412-566-1256.

WE'RE SO PLEASED!

The July issue of Today's Facility Manager features a special article on CAFM software.

Two partners in Collaborative Consulting Group are quoted.



If you want a copy of the IFM article, please call Judy Clements at 404-876-0097.

Collaborative Consulting Group
1718 Peachtree Street, NW, South Tower, Suite 684
Atlanta, GA 30309

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• INTERN ARCHITECTS - ATLANTA, GA

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NATIONS CREDIT

• FACILITIES MANAGER - ATLANTA, GA

Responsible for the coordination of activities related to the management of Alpharetta facility through the supervision of multiple vendors providing various facilities services. Candidates need an Associate's or Bachelor's degree and minimum 4 years related experience. Send résumé with salary history to: NationsCredit Distribution Finance, Inc., 3350 Cumberland Circle, NW, Dept. MD/FM, Suite 1000, Atlanta, GA 30339 or fax: 770-989-6123.

POUNDS HARRIS MHR:

• FACILITIES - PROGRAM MANAGER - ATLANTA, GA

Atlanta Consulting Program Management firm needs Project Manager for facilities and site development on multi-projects. 10+ yrs. exp. Degree in Building Construction, Civil, Construction Management or Architecture. License in appropriate field required. Strong knowledge of program techniques and scheduling software. Excellent "people" skills. Fax résumé to 770/975-1195.

JOHNSON CONTROLS:

• MANAGER, OPERATIONS ANALYSIS & ESTIMATING - ATLANTA, GA

Responsible for managing the technical estimating function; ensure all proposals validate staffing, define scope of services, and develop process improvements for operations & maintenance. Seven years experience in facility operations & maintenance or equivalent combination of education and experience required. Travel required. Attn: DE98002

• SENIOR PROPOSAL SPECIALIST - ATLANTA, GA

Candidate will be an integral part of our Sales and Marketing Process, developing proposals, sales presentations, marketing collaterals and other materials. Experience in technical or creative writing, and in a proposal environment is needed. Need Bachelor's degree in Accounting or Business Administration. Attn: DE97018

• MANAGER, COMMERCIAL PRICING - ATLANTA, GA

Responsible for managing pricing activities in support of marketing, developing & maintaining pricing models, strategies,

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**The
International Facility Management
Association**

**Atlanta Chapter
c/o Association Headquarters, Inc.
Atlanta, Georgia 30344
Phone: 404-766-1632
Fax: 404-768-7767
E-mail: bob@ahqi.com
Home Page: www.ifma.org/atlanta/atlanta.htm**

**IFMA
1998 Membership and Information
Directory**

**Special Insert
September 1998**

and conducting financial analysis as necessary to quantify value offered by Johnson Controls. Bachelor's degree in Accounting or Business Administration required. Attn: DE97014

For these 3 positions, fax a résumé including salary requirements to Johnson Controls, Inc., HR Dept, 770/392-4148

• **FACILITY MANAGER - MALVERN, PA**

Responsible for development of strategic plan with client, leading team toward implementing plan, fostering communication with both client and employees. Minimum five years facility operations & maintenance experience. Degree preferred but not necessary.

Fax résumé to Johnson Controls, Inc. Attn: BR98034 1-800-726-0504 or e-mail to ifmresume@jci.com

MRI:

• **PROJECT MANAGER - ATLANTA, GA**

Atlanta Based Contract Office Furniture Manufacturer looking for an ASID and/or CQID certified designer. 40% travel, working directly with sales group and clients. Customer service skills a must. Call or Fax résumé to Bob Brown 404/252-1983; FAX 404/252-1984 or e-mail: mrisandy@msm.com

RENU ENTERPRISES, INC.:

• **PROJECT MANAGER - ATLANTA, GA**

Requires one year experience in Cad and AutoCAD and knowledge of Steelcase System Furniture, Production, Layout, Installation, Punch, Dealing with Customer from beginning to the end. Salary to be discussed at interview. Please call for appointment or fax résumé to Lee Fukartas, President at TEL 404/885-9000 or FAX 404/885-9969.

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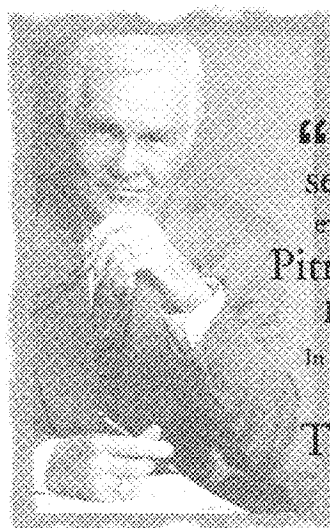
• **SPACE PLANNER II - HOME OFFICE**

Bachelor's degree plus min. seven years general business experience to include three years project management and knowledge of office furniture & equipment. Experience with modular panel systems in a corporate environment. Three years experience with CAD System (release 12) and ability to produce drawings. Familiarity of PC office applications is necessary. Contact Gloria Cunningham at 404/847-4082 or fax resume to 404/847-4584.

FEDERAL RESERVE BANK

• **FACILITIES PLANNER - ATLANTA, GA**

Responsibilities include: ability to develop and design interior spaces as well as construction documents and specifications; select and procure furniture, fabrics, fixtures and finishes and coordinate/interface with other disciplines, contractors, and vendors. Minimum of 5 yrs. interior design experience. Four year Interior Design degree required. Send resume to: Federal Reserve Bank of Atlanta, Employment Spec. - Fac./Design IFMA, 104 Marietta Street, Atlanta, GA 30303.



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Atlanta Office: Chris Eckel, Tel: 770.592.3342 Fax: 770.292.3462

Here We Go Again...A New Partnership!

The 120+ attendees at the May 20th IFMA Atlanta/REACH Partnership celebration can attest to the countless improvements to the facilities made by our Chapter members. Improvements which have upgraded the ability of REACH to educate and provide jobs for its clients who have cerebral palsy.

Now IFMA Atlanta has another opportunity to make a real difference in this community we all call home. As stated on May 20th, "Using what we have learned, it is the IFMA Atlanta vision to carry on this Community Service work, pioneered at REACH, to assist other...agencies in addressing and meeting their Facility Management needs."

As our work at REACH was nearing completion, then Community Services Committee Chair Howard Chapman, and Past President Harry Ludwig began the process of identifying another agency sorely in need of Facility Management assistance. Howard and Harry were assisted in this effort by Clint Mays, a recent community service volunteer, and Tom Haslach who graciously accepted the "invitation" to serve as the new Community Service Committee Chair.

Having been advised of the needs of another agency, over a three month period meetings were held with agency management including the CEO/Executive Director, the Director of Programs & Site Operations and the incoming Board President; six agency sites were visited at which time discussions took place with each Site Coordinator; agency documentation outlining essential repairs and renovation was reviewed and a proposed plan of action was solicited, created and discussed in detail.

Following this extensive "discovery" process which confirmed that IFMA Atlanta could indeed make real and significant contributions to the ability of this agency to serve the less fortunate in our community, Howard Chapman, Harry Ludwig and Tom Haslach agreed on the advisability of partnering with the agency. Tom and Harry reported to the Board on the review process and results after which the Board of Directors unanimously agreed to endorse IFMA Atlanta's partnership with the YWCA of Greater Atlanta.

Community Services Chair, Tom Haslach, subsequently reported to the assembled membership at the August meeting held at the Georgia Railroad Depot. Thus, the IFMA Atlanta/YWCA Partnership is now official and underway.

To those who have already volunteered, by completing a sign-up sheet distributed at the meeting, to be a part of our work at the "Y-Dub", we thank you. As the effort unfolds and specific skills are needed, others will be asked to participate as well.

Our primary contact with the YWCA is Ms. Ayesha Khanna, Director of Programs & Site Operations. Ayesha attended the May 20th meeting at the Cator Wolford Gardens at REACH and will be attending future meetings. We are convinced that all who meet her will be as impressed as we are with her commitment to those in the community the YWCA exists to serve. We look forward to a mutually rewarding and beneficial relationship with the YWCA.

In continuing our community service work, IFMA Atlanta is giving back that which we are about and do best...Facility Management.

Harry Ludwig
Past President, IFMA Atlanta

YWCA STATEMENT ON IFMA INVOLVEMENT

The YWCA of Greater Atlanta is a relatively large non-profit agency that has strengthened the lives of women and children in the greater Atlanta area for 96 years. Our programs and services directly impact over 12,000 individuals in the Atlanta area. An example of the types of programs we provide include swim lessons for children with special needs, day and evening care for children age 6 weeks to 13 years old, therapeutic water aerobics for seniors with arthritis, transitional housing programs for women and children, and teen services that include a pregnancy education and theater component to support teens to make healthy decisions.

Our strategy has been to purchase older and often historic buildings and to renovate and restore them to support the programs the surrounding community needs. Our facilities serve as a hub for the surrounding community and many organizations and individuals lease YWCA space for activities diverse as the neighborhoods in which our sites are based.

Last year, our Board of Directors developed a three-year strategy and enhanced our vision to be a premier non-profit supporting women and their families and working toward the elimination of racism. Based on new standards of excellence, an assessment was conducted and several priorities were identified. As YWCA of Greater Atlanta Interim Chief Executive Director Ayesha Khanna said, "This partnership with the International Facility Management Association (IFMA) will help the YWCA tremendously as we strive to achieve two of the priorities identified by our Board of Directors: to reduce facility health and safety risks and help the Association move toward child care accreditation."

As a non-profit that has focused on providing quality programs and services, it is clear we need to build our capacity to manage and maintain facilities much

(continued on page 7)

YWCA continued from page 6

more effectively to meet the new standards established by our Board, state and national regulatory and child care agencies. The timing of this partnership could not have been better.

The expertise and experience of IFMA members will not only help the YWCA repair our facilities in the short-term, but will help us effectively manage our facilities for many years to come. A facility management planning approach will allow us to prioritize and allocate resources more effectively. In-kind donations will improve the quality of our care.

The ultimate impact of our collaboration will be on the women and their families in our programs. The families in our transitional houses will have a more inviting place to come home to in the evening. The infants and toddlers in our child care will have a safer and healthier classroom. We will be able to reach our vision, effectively meet the needs and have an impact on women and their families throughout Atlanta, while at the same time achieving quality standards of excellence.

We could not achieve excellence in the area of facility management and maintenance without the help of a generous community partner like IFMA. Thank you for selecting us as your second community service partner. We enthusiastically look forward to working with IFMA and providing members with a rewarding volunteer experience with the YWCA of Greater Atlanta.

Atlanta Marriott Northwest

Southbound I-75: Take exit 110, Windy Hill Rd, turn left at the top of exit & take 1st right after going over I-75. Hotel is at bottom of hill.

Northbound I-75: Thru Atlanta to exit 110, Windy Hill Rd. Turn right at top of exit and take 1st immediate right. Hotel is at bottom of hill.

East/West Bound on I-285: Follow I-285 & I-75 North/Chattanooga exit. Stay on right side of exit ramp & take exit 110, Windy Hill Rd. - 1st exit. Turn right at top of exit & take 1st immediate right.

WELCOME New Professional & Associate Members as of August 1998

8 PROFESSIONAL MEMBERS

Patricia Cates - *The Coca-Cola Co.*

Holly Dupes - *CRSS International*

Patrick Evers - *NCR*

Judy Gresh - *MCI*

Todd Jackson - *Drew, Eckl &
Farnham LLP*

Janet Moseley - *Wachovia Bank*

Camille Wells - *Anthem Health*

Susan Wise - *Sales Technologies*

3 ASSOCIATE MEMBERS

Jeff Kling - *ASD*

John MacCartney - *MacCartney
Architectural Sales*

Patti Stewart - *Initial Contract Sales*

IFMA Atlanta Membership Directory Update Form

NAME: _____

COMPANY: _____

TITLE: _____

ADDRESS: _____

TELEPHONE: _____

FAX: _____

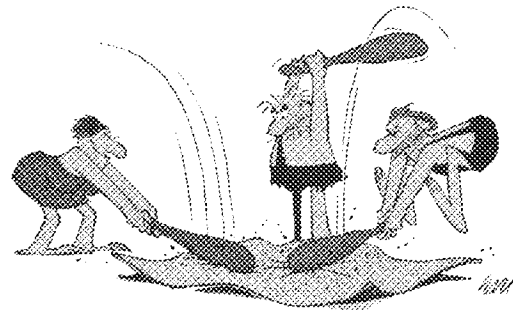
E:MAIL: _____

Fax to: Beth Chaplin at 404-607-9523 or Tel: 404-607-9519

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The Beatings Will
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Sad to say, many carpets get punished every time they start looking bad. They're subjected to boiling water, chemicals—even spin bonnets—all to make the carpet look better. Instead, carpets respond the way you'd expect. Their fibers give up. They can't resist soil as well. They grow dull. And get dirtier faster.

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For more information on advanced dry carpet cleaning,
call or e-mail Tom Haslach at:
MES of Atlanta, L.L.C.
phone: 770.975.1113
e-mail: mecat1@aol.com

International Facility Management Association
Atlanta Chapter
P.O. Box 43306
Atlanta, Georgia 30336-0306

DIRECTORY UPDATE

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

