

International Facility Management Association



IFMA Atlanta Chapter * 1185 Willingham Drive * Atlanta, Georgia 30344 * May 1999 Issue

1999 Executive Board

President: Matt Dawson
Alston & Bird LLP

Vice President: Joyce Roper
Coca-Cola Enterprises Inc.

Treasurer: Dave Flory
Cort Furniture Rental

Secretary: Kathy Farley
King & Spalding

Past President: Sheryl Yetsko
Long Aldridge & Norman LLP

1999 Sustaining Patrons

AirCond
Bonitz Flooring Group, Inc.
Carithers, Wallace & Courtenay
Choate Construction Company
Contract Marketing
Cort Furniture Rental
COVAN World-Wide Moving, Inc.
DeKalb Office Environments
DuPont Flooring Systems
Egan Visual Inc.
Farrington Design Group
Foster Business Interiors, Inc.
Geiger/Brickel
General Building Maintenance
Gensler
Graebel Atlanta Movers, Inc.
Haworth, Inc.
Herman Miller, Inc.
Humphries and Company
Initial Contract Services, Inc.
Interface, Bentley, Prince Street
Knoll
Malone Construction Company
Mannington Commercial
Metric Constructors
Milliken & Co.
Office Pavilion
Pointe Services
Rite Way Service, Inc.
Royal Cup, Inc.
Shaw Contract Group
Steelcase, Inc.
Technical Industries, Inc.
Wegman Associates, Inc.

Monthly Meeting

Wednesday, May 19 ** Cobb Galleria Centre

Topic: What's the Forecast? Tomorrow's Workplace from Today's Perspective

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

Cost: \$20.00 Member; \$25.00 without advance registration
\$35.00 Guest; \$40.00 without advance (Friday) registration

Location: Cobb Galleria Centre, Two Galleria Parkway, Atlanta

Reservations: Association Office(404) 766-1632 or Fax 404-768-7767 Please contact Lisa by 4:30 p.m., Friday, May 14, 1999 or your rate will be the higher, without registration.

In today's competitive work place, finding and keeping good employees is more than paying a competitive salary and offering benefits. People want to be proud of where they work and want to enjoy their life at work. As a result, facilities need to offer more.

Join us in May to hear from our guest speaker, Christine Barber, director of Workplace Research for Knoll. She has over twelve years of international research experience. She has served as a consultant to leading Fortune 500 companies and has appeared before the National Partnership for Reinventing Government, a task force led by Vice President, Al Gore.

Come hear "What's the Forecast? Tomorrow's Workplace from Today's Perspective" What does Tomorrow's workplace look like? How does it work? And what are the implications for the design and performance of the physical environment? Christine will address a range of emerging business and technological issues that are driving new directions in workplace design and use. She also uncovers the important role played by workplace design as a critical factor in attracting the best talent and employee retention. Knoll's groundbreaking research in this area will be presented within the context of recent workplace trends. Hope to see you there.

Upcoming Events:

June 16

IFMA International will be giving a presentation on how to get the most out of IFMA!

Future Topic

Feng Shui in the Workplace

Inside This Issue:

Page 2

President's Message

Page 3

Mega Regional Conference
Career Corner

Page 4

Meeting Recap

Page 5

Community Services Corner

Page 6

Meeting Registration Form

Page 7

Calendar and Foundation Letter

President's Message



As we reach the midpoint of the year, I wanted to share with you the three principles that underpin the basis of our chapter's strategic plan and daily operation. Our mission is to guide and lead the chapter by treating each member and each other with uncompromising truth, putting the interests of the membership first and to lavish trust on committee chairs to identify and satisfy our member service needs. On a national comparison, our chapter is very special. IFMA Atlanta's success this year cannot be measured simply on our activism in the community, educational programming or professional development activities. After all, we are a group of people; each very special in identity and with so much to offer one another. Take a moment at the next luncheon to welcome a newcomer and introduce yourself to a member you do not know.

International News

On April 23-24, Joyce Roper, Dave Flory, Sheila Foster and I represented IFMA Atlanta at the South, South Central Mega-Regional in Kansas City, MO. During the opening session, the Chair of the IFMA Foundation accepted our chapter's matching funds to the Norman Polsky Grant. A very kind IFMA Foundation letter of thanks is reprinted on Page 7. Along with facilitating two roundtables, your chapter leadership also proudly reported on our chapter's strategic focus this year and the successful chapter programs that are now serving our membership, FM profession and the community.

Event Report

Congratulations and Thanks to our membership, Tom Haslach, Harry Ludwig and our entire Board for ensuring a successful YWCA-IFMA Atlanta Volunteer Day. Over 50 members and their families participated in the event.

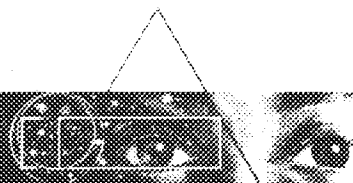
A Thought on the Value of Life

"It is the weak who are cruel; gentleness is to be expected only from the strong . . . Happiness comes only when we push our brains and hearts to the farthest reaches of which we are capable. . . The purpose of life is to matter, to count, to stand for something, to have it make some difference that we live at all."

Leo Rosten

Whether as a mentor to a child, adult or coworker, please reach out to someone today. Beyond our professional association, we have a responsibility to one another. Please think about how you can share with others your time and talent. Many thanks.

Matt Dawson



ENVISION

THE SMARTER APPROACH TO OUTSOURCING.


It starts with a partnership committed to your objectives. Includes innovative programs that reengineer office operations for greater productivity and value. Provides the flexibility to keep you at the cutting edge. And, delivers the seamless integration of people and technology for unparalleled quality and performance.

Experience the smarter approach to outsourcing, call today for a FREE analysis of your operations.

1-800-YES-ARCHER ext. 141

Archer
Management
Services



A Member of the  Group of Companies

Our Services: Mail Center Management,
Records Management, Office Management,
Document Management,
Graphics Management, Print Management

855 Avenue of the Americas, New York, NY 10001

Tel: 212 502.2141 • Fax: 212 502.2113 • Internet: www.ArcherMGI.com

Membership Drive

March 17 - June 16, 1999

**Please help our chapter grow in
Quality and Quantity!**

Goal: 30 New Professional Members (which will lead to 10 new Associate Members)

Prizes: Exciting prizes will be awarded at the July meeting to those who participate.

Please contact Association Headquarters, Inc.
(404) 766-1632 for Membership Packets.

*Please make sure your prospective member puts
your name on the sponsored by line of the
application so that you will get credit for
recruiting them.*

Mega Regional Conference

By: Joyce Roper, IFMA Atlanta Vice President

Four members of your Board represented the IFMA Atlanta Chapter at the South/South Central Mega-Regional in Kansas City, MO, on April 23 and 24, 1999. Matt Dawson, Joyce Roper, Dave Flory, and Sheila Foster participated with other chapters' leaders in discussing areas important to our successes. IFMA International was represented by Vance Hilbers, CFM, Vice Chair; Dennis Longworth, CFM, President & Chief Staff Executive; Dave Brady, Vice President, Administration & Membership Services; Linda Beverly, CAE, Associate Director of Membership Services; and Marc Adelman, IFMA Foundation Chair.

The conference began with a tour of the Harley-Davidson plant, and ended with brief meetings with Regional Vice Presidents, Bill Heard and Becky Beilharz. During the two days, we participated in roundtable discussions regarding Membership Marketing and Retention; Chapter Recognition Programs; Awards of Excellence; Programs, Chapter and Education; Strategic Planning; Chapter Operations; Web Site Development; Succession Planning; and Publicity. We also participated in presentations by the IFMA International office on Chapter Administrative Support; Recruiting Volunteers; Y2K; and IFMA's Goals and Strategies. Chapter leaders moderated the roundtable discussions, and Matt Dawson performed well in his role as moderator of the discussions on Chapter Recognition Programs and Publicity.

This was my first Mega-Regional meeting, and I brought back a better understanding of chapter operations, as well as a belief that the IFMA Atlanta Chapter is on track with our emphasis on educational programs, recognition of chapter volunteers, and strategic planning. The International office provided some excellent direction, and we look forward to strengthening our relationship with them as we pursue the goals of the Atlanta Chapter. I enjoyed interacting with other chapter leaders and gaining new ideas and the sharing of experiences.

The most exciting part of the program was Sheila Foster and Matt Dawson presenting Atlanta's check matching the Norman Polsky Grant to IFMA Foundation Chair, Marc Adelman, during the opening session. We were pleased to take this opportunity to highlight Atlanta's commitment to a more active benevolent role in promoting the Facilities Management profession and supporting our Community Services effort.

The Mega-Regional Conferences are open to all IFMA members, and I encourage you to take advantage of this opportunity next year.

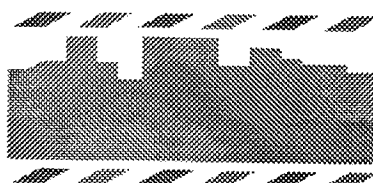
Career Service

DeKalb Office Environments, a Steelcase Furniture Dealership, has an opening for a ReGeneration Account Sales Executive. This is a salary plus commission position that targets & calls on customers to sell furniture management service, which includes reconfiguration, project/move management, refinishing, asset management & warehousing. Minimum of two years sales experience with an established business network of contacts in place. Candidates fax/email resumes to:

HR Manager, 770-360-0305,
ewarthen@dekalboffice.com
<mailto:ewarthen@dekalboffice.com>
EOE, Drug Free

JONESearch has several new openings in the Atlanta area. IFMA members interested in talking with, or have resumes to forward, please contact:

Bonnie Martin
JONESearch Inc.
303-607-3447
bonnie@jonesearch.com



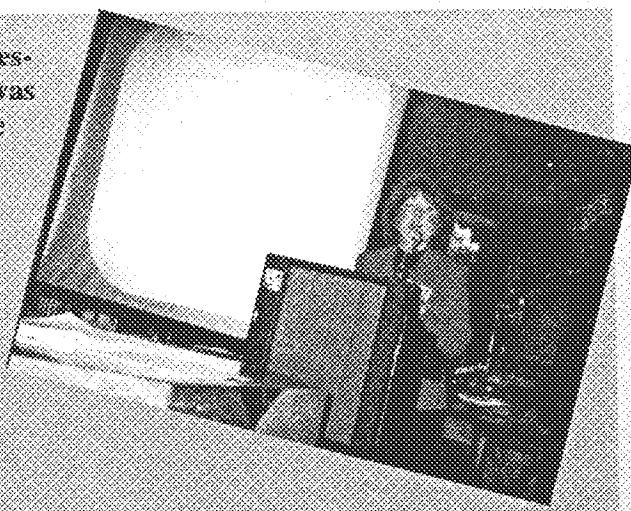
Facilities Operations Manager:
Facility operations of an 800,000 sq. ft. building; health, safety and environmental staff guidance for multiple Atlanta buildings; all electrical related maintenance and repair; all locally assigned new construction; technical oversight of a fully hardened building including UPS operations and procedures.

Judy Osborne
Grubb & Ellis Management Services, Inc.
P.O. Box 2150, L05C03
Atlanta, GA 30301-2150
Phone: (404) 238-2556, T/L 558-2556
Fax: (404) 238-5737, T/L 558-5737
Internet Address: adm782@us.ibm.com

March Meeting Recap

March was a fun meeting. Everyone showed up in their green and ready to celebrate St. Patrick's Day. The group had a lot of interaction in our cozy surroundings as we were treated to a great meal in the elegant upstairs dining room at 103 West. Besides the great food and atmosphere, we had an education purpose of learning the importance of becoming a Certified Facility Manager. Our speaker, Teena Spouse, CFM, spoke about the process of becoming a CFM and how to prepare for the exams. She is an expert in this field and is very enthusiastic about the important role the facility manager plays. Becoming a CFM is a great way to enhance a career and bring recognition to you and the Facility Manager Position. We encourage all of our Members to pursue this goal of becoming a CFM!!

Teena Spouse's presentation on CFM was very informative



Matt Dawson
IFMA Atlanta's
President



It is IFMA's pleasure to
host the YWCA Board



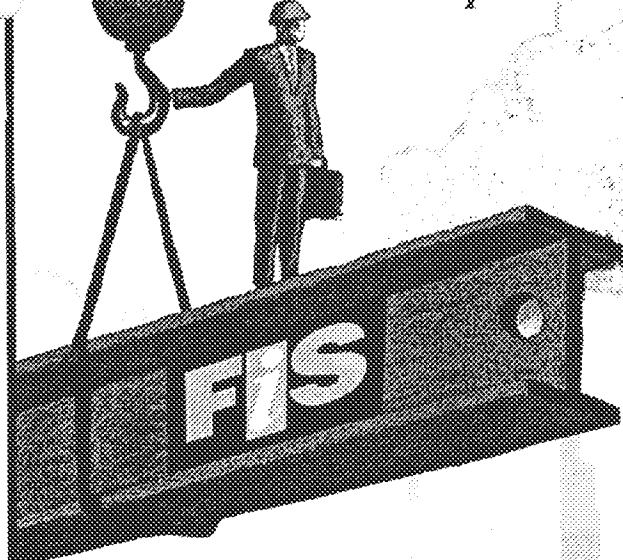
Community Services Corner

Volunteer Day Was a Huge Success!

The first volunteer day for 1999 was a huge success for IFMA Atlanta and the YWCA. Over 50 "IFMA Heroes" joined forces with the YWCA Saturday morning, April 26, 1999 to bring out the beauty of the in town facility. The volunteers gathered at 8.00 am to enjoy coffee and donuts. After a quick photo session and welcome message from the "Y" CEO Ayesha Khanna, the energetic crowd was divided into three teams led by "Y" site coordinator Christie Jellets: (1) landscaping team, (2) painting team lower level, and (3) painting team first floor. The landscaping team cut the grass, edged the entire property, removed old shrubbery, transplanted older flowers and planted new ones. The painting teams provided fresh coats of paint to the main entrance corridors, the first floor corridors, meeting rooms and the multipurpose room. All work was completed by 11.45 am, just in time for a terrific lunch. Lunch was a wonderful time to recount the days accomplishments and a chance to get to know fellow IFMA members. Lunch was concluded with a wrap up message from Ayesha and a thank you from Harry Ludwig. We would like to especially thank the following IFMA Atlanta Heroes:

<u>Name</u>	<u>Company</u>
Tanya Doncheski	Milliken Carpet
Marty Waschak	Mannington Commercial
Kathy Roper	Sprint
Don Knight	Cort Furniture
Tommy Miller	Milliken Carpet
Vanessa Headley Armstrong	Metric Constructors
Tom Haslach	MilliCare
Anthony Allen	MilliCare
Therese Birkbeck	Haworth
Tammy Gaither	Interface
Patti Stewart	Initial
Lendy Buchman	RiteWay
Beth Chaplin	Knoll
Dan Longshore	Metric Constructors
Jeff Kling	Key 4
Harry Ludwig III	King & Spalding
Kathy Farley	King & Spalding
Danielle Larson	SMED
Michael Medina	Niagra National
Kirby Lovins	MilliCare
Ken Gwinner	TBS
Steve Sperling	Malone Construction
Marty Mason	AG Consulting
Franklin Cook	Coca Cola Enterprises
Suzanne Thomas	Heery
Sheryl Yetsko	Long, Aldridge, & Norman LLP

FIS : The People Who Defined
enterprise FM™



Jerry NeSmith, Regional Manager

phone 706.613.5223
toll free 888.613.5223
fax 706.613.5540
e-mail jnesmith@fisinc.com

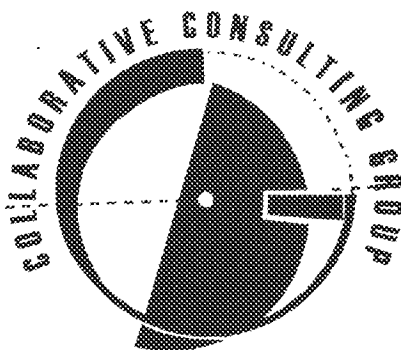
<http://www.fisinc.com>

Initial

- janitorial
- maintenance
- general contracting

"The FIRST name for service."

contact:
Patti Stewart, V.P. Sales and Marketing
Initial Contract Services
404.367.8188



**The facilities manager's source for
technology expertise**

- ◆ CAFM and CMMS specialists
- ◆ Floor plan conversions to CAD
- ◆ Updated CAD plans incorporating multiple additions and renovations
- ◆ Document management experts

Call Judy Clements
404.876.0097 • JCC@CCC-LIC.COM

FOR TEN YEARS

**GIVING
YOU**

A BRILLIANT ALTERNATIVE

**TO YOUR LANDSCAPER'S
SAME OLD FLOWERS!**

GUARANTEED!

**Call Erin Mann today at
770-822-9706**



your seasonal flower contractor

IFMA Atlanta Meeting Registration Form
May 19, 1999

NAME: _____

COMPANY: _____

I will bring the following guest(s) _____

Guest's Company _____

MEMBER TYPE: ☐ Professional ☐ Associate ☐ Sustaining Patron ☐ Non-Member

PAYMENT OPTIONS: AMOUNT \$ _____ ☐ Check enclosed ☐ Will pay at the door
☐ By Credit Card - (Charge above amount to:) ☐ VISA ☐ MasterCard ☐ American Express

Cardholder: _____ **Card #** _____

Expiration date _____ **Signature** _____

Credit cards will be processed the day prior to meeting. Charge will reflect: "Association Headquarters"

Mail this form with check payable to IFMA Atlanta, to 1185 Willingham Dr, Atlanta, GA 30344. Fax (with credit card info or if paying at the door) to 404-768-7767 (ATTN: Lisa) Registration forms must arrive by: May 14, 1999.

No shows will be invoiced and a penalty of \$5.00 will be added. You may cancel without penalty four days prior to the meeting date. Returned checks or denied credit cards incur a \$10.00 penalty.

April 22, 1999

Joseph M. Dawson
Alston & Bird LLP
1201 W. Peachtree St.
Atlanta, GA 30309-3424

**The following is a reprint of a
letter of thanks for our Chapter's
donation to the IFMA Foundation.**

Dear Matt:

On behalf of the IFMA Foundation Board of Trustees, I want to offer my thanks to you for your recent matching donation to the Foundation of \$3,698. I am deeply grateful for your willingness to help us match the generosity of the Norman & Elaine Polsky Family Supporting Foundation. The quick response to the announcement of the grant shows the Atlanta chapter's strong support of IFMA Foundation, for which we are grateful.

The Fixtures and Furniture Endowment, generously provided by Norman Polsky, is one of the major keys to providing funding for education and research to promote excellence in the built environment. Past projects funded include a compensation study, the creation of the IFMA Online Education program and the retooling of the Core Competencies courses. The contribution of the Atlanta chapter will help to ensure the Endowment continues to move the facility management profession forward.

Your support has proven crucial to our success, and we are so very pleased to know there are chapters like yours that choose to contribute to the Foundation. You and all the members of the Atlanta chapter are truly a credit to IFMA, the Foundation and to the profession of facility management.

Once again, thank you for your continued support of the IFMA Foundation.

Sincerely,

Marc Adelman, CFM, AIA
Foundation Chair

Calendar of Upcoming Events

1999 Membership drive
April through June

World Work Place Europe 99
30 May - 1 June, 1999
Gothenburg, Sweden

May 15th new member orientation @ TVS 8:00 AM
call Beth Chaplin for details

1999 CFM Exam Schedule

July 10, 1999
Applications are due by May 12, 1999

October 2, 1999
Application are due by August 3, 1999



Would you run your best suit through the wash?

Not if you have a lot invested in it.

But every time you wet clean your carpet, you send it on a downward spiral. Fibers can lose their twist. Sticky detergents can mask the soil protection. And dirt returns faster than before. In short, your carpet quickly looks prehistoric.

MilliCare® maintenance gives your carpet the care it deserves. Our advanced dry system is quick, effective, and keeps your carpet looking newer longer.

It's all part of MilliCare's Perpetual FloorPlan that gives total care throughout the life of your carpet.



For more information, call 1-800-368-7667
 or visit our website at www.millicare.com

MilliCare is the recommended maintenance for Milliken Carpet. www.millicare.com

International Facility Management Association
 Atlanta Chapter
 1185 Willingham Drive
 Atlanta, GA 30344

Directory Update

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

