

VIP Gazette

A Monthly Update for AFE Chapter Leaders

November, 2009

For AFE Chapter leaders past, present and future, this newsletter follows your monthly meetings to recap so that even those unable to make the meeting can know what was discussed and what's available for you now at AFE!

Facilities America 2009: Facilities Professionals Gather for Education, Networking... and AFE Chapter Awards!

Held October 30-November 1 in Greenville, SC, Facilities America 2009 was re-launched with positive results after a 6-year hiatus. (See photo summary, page 4.) More than 25 educational sessions were offered as well as exhibits from more than 100 industry vendors. Sessions focused on green/sustainability issues as well as technical issues, with networking opportunities at two luncheons and at breaks between sessions.



Plans for 2010. Several possibilities are under review for Facilities America 2010, including a) teaming with one of the regional Maintenance Shows of America; b) combining efforts with Facilities Decisions in Las Vegas; and c) coordinating efforts with AFE Chapter 39: Silicon Valley, CA. Once plans are confirmed, an announcement will be made and AFE staff will begin early planning efforts. Stay tuned.

Congratulations to Chapter Award Winners! On October 30, at a special luncheon ceremony, AFE presented its 2009 Chapter Awards, which included:

Best Newsletter (Small Chapter Category): Chapter 74, Worcester, Central MA. President: Don Gillis

Best Newsletter (Large Chapter Category): Chapter 39, Silicon Valley, CA. President: Andy Taylor

Chapter Member of the Year: Stephan Nicholas of Chapter 74, Worcester, Central MA

Chapter of the Year: Chapter 74, Worcester, Central MA. Don Gillis, President

Recruitment and Retention Award (Sm Chapter): Chapter 3. Baltimore, MD. President: Gregory Pabst

Recruitment and Retention Award (Lg Chapter): Chapter 29, Cincinnati/Dayton, OH. President: Larry Gottlieb

Student Chapter of the Year (Sm Chapter): Student Chapter 195, University of Wisconsin-Stout

Student Chapter of the Year (Lg Chapter): Student Chapter 199, Massachusetts Maritime Academy

“These Chapters and the individuals who work hard to promote the facilities engineering profession are well deserving of this recognition,” said AFE CEO Laurence Gratton. “Their accomplishments are a direct reflection

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of their own individual strengths and the collective strengths of AFE. I congratulate them each and look forward to an even more competitive awards contest next year," he said. (See photo summary, page 4)

Pins, Pens, Post It Notes – Great Gifts for Your Members!

Be sure your members are wearing their lapel pins and have their own AFE writing pen. AFE also now has logoed post-it notes!

Lapel pins are no charge depending on quantity. Writing pens with the AFE logo are available in boxes of 50 for \$38.50; post-it notes are available in packs of 20 for \$25 delivered. These are great to have on hand at your meetings and to give to potential members. Call Jeanine at (571) 203-7239 or email JSalifou@AFE.org.

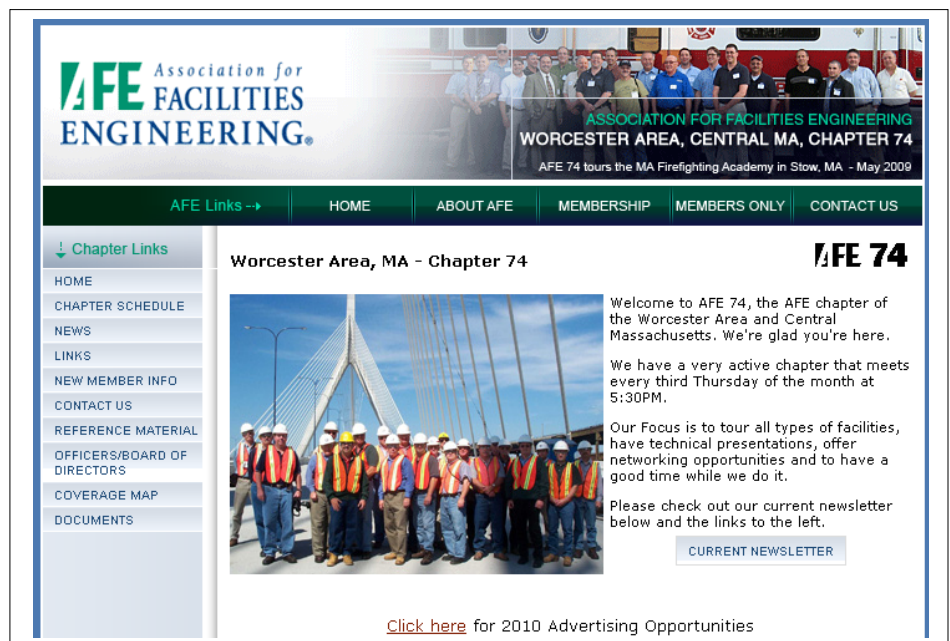


Chapter Websites are Available to You at No Charge!

We’ve hired a technology firm to create great looking website templates for you. It costs you nothing, just a little set up time which we will walk you through. The sites are designed so you can update them yourselves and keep them active and informative.

[See Chapter 74’s website for example.](#)

Initially, it should take 1-2 hours to get your website started and then just about an hour or so every so often to update. An active website will go a long way toward helping you recruit and keep members! To get started, call Jeanine at (571) 203-7239 or email JSalifou@AFE.org.



Other Items

Trade shows

Did you know AFE has booths, brochures, handouts and other materials for you to use at trade shows? Let us know what you need and we’ll get it to you!

- Professional Exhibit Booth, Display Racks & AFE Signage
- Membership and Certification Brochures

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- Facilities Engineering Journal
- Pens, Flash Drives and other give aways

Advance reservation of the booth is required. Contact Jeanine to request a form listing all available items and to reserve the booth.

Download Your Chapter Roster.

How to access your chapter roster:

- Go to www.AFE.org and log in at top right
- When the list of actions pops up, go to "Additional Features"
- In the right column click on chapters
- When the chapter list opens, select and click on your chapter
- Search criteria opens
- When you have selected the criteria you want to use, go to the Report Type and you will see the default Export which is what you want to use.
- Click "Create File"
- The next screen that opens will contain a link to the Excel spreadsheet that you can open and save. You will also see below that link that raw data exposed as well. You can also work directly in this area, updating the member data as needed.



If you have questions or need assistance, please contact Jeanine at (571) 203-7239 or JSalifou@AFE.org.

Chapter Dues Payments

Chapter checks for the third quarter of 2009 have now been sent. If you have not received your payment, check with Jeanine to ensure we have the correct details.

Chapter Leadership Training and Chapter Training Manual

Plans are now in place to update the Chapter Training Manual for 2010. Also, Dan Bittel, Chairman of the Board, is developing RVP training for Chapter leaders. More information in subsequent issues of this newsletter – stay tuned.

Updated Chapter Management Guide

Many sections of the Chapter Management Guide have been updated and are now available at <http://www.afe.org/about/chapternews.cfm>. These are also available on a flash drive upon request.

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Photo Summary of Facilities America 2009



Left to right: 1) AFE CEO Laurence Gratton (l) congratulates Chapter Member of the Year Steve Nicholas (r) of Chapter 74; 2) Academic Director George Howe (l) and Chapter 137 President Jerry Olson (c) receive the Student Chapter of the Year (Small Category) Award on behalf of Student Chapter 195, Wisconsin-Stout, from AFE Immediate Past Chair Tom Baxter (l); 3) Tom Baxter (l) presents the Best Newsletter (Small Chapter) Award to Chapter 74 President Don Gillis (r); 4) Tom Baxter (l) recognizes, on behalf of AFE, the hard work of Facilities America Planning Team Chair, Region 5 RVP David Benner (r).



Left to right: 1) Tom Baxter (l) presents the Recruitment & Retention Award (Small Chapter) to Tom McDonough, accepting on behalf of Chapter 3; 2) George Howe (l) receives the Student Chapter of the Year (Large Category) Award on behalf of Student Chapter 199, Massachusetts Maritime Academy; c) Tom Baxter (l) presents the Recruitment & Retention Award (Large Category) to Cliff Muller (r), accepting on behalf of Chapter 29; 4) AFE Members (l to r) Joel Leonard of Skill TV, Tom McDonough of Chapter 3, Chapter 137 President Jerry Olson and Region 1 RVP Larry Campbell.



Top Left: Attendees enjoy luncheon speaker Cleve Beaufort, Section Manager, Facilities & Energy, BMW Manufacturing; **Lower Left:** Jeffery Goetz of Fluor Corp. conducts a session on Sustainable Buildings and Energy Reduction Goals; **Center:** Facilities America sponsors; **Right:** (l to r) Academic Director George Howe, Steve Nicholas of Chapter 74, Region 8 RVP and Committee of Representatives Director Wayne Saya, AFE CEO Laurence Gratton, Thomas Wall of Chapter 74 and Chapter 74 President Don Gillis.

See You at Facilities America 2010!