

Facilitations

News & features for facility professionals

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January 2004

Chapter Monthly Luncheon

The Sheraton, 12 Noon, January 20, 2004

Topic: Records Storage Options and Records Centers
- by Karl Wellensiek

Karl Wellensiek, founder and president of Datakeep, is a long-standing member of Madison's business community and has extensive analytical and operational experience in working with both large and small businesses. He is an active member and past president of ARMAdison, the local chapter of ARMA International, the Association of Records Managers and Administrators. He is also a member of MAC, the Midwest Archives Conference, and of PRISM, a trade association for commercial records center.

Thank you Karyn Biller
For all you have done for IFMAdison!

Karyn Biller has left Creative Business Interiors, and accepted a position as Sales Manager for JT Packard. As a result, she will no longer be a part of IFMA. We will really miss Karyn, and congratulate her on her new role. She contributed a great deal to our organization.

Karyn joined IFMA in 1996, and immediately became involved in our membership committee. She continued on the membership committee until 1999 when she single handedly started our sponsorship committee. Karyn developed the brochure, timeline, sponsor awards, and organized the sponsor appreciation lunch. Through Karyn's leadership, our sponsorship program has exceeded their goals every year by 20-45%, and has raised over \$55,000 for our chapter.

Her organizational skills, initiative, and enthusiasm have proven to be a valuable asset to the overall success of our chapter. The Madison chapter has been proud to have Karyn as one of it's members, and our friend. Congratulations Karyn, and thank you! We wish you success.

Chapter Tour

Datakeep Record Centers, January 29, 2004

January's tour will be of Datakeep's record centers. We will start at their original facility, 2538 Daniels Street, and finish at their brand new building.

The tour will be at 4:45 p.m. on Thursday, January 29. Take a right turn off of Pflaum Road onto Daniels and it is the first building on the right. Please RSVP to the IFMA Office by Friday, January 23, 2004.

Datakeep is a commercial records center providing off site storage and delivery of business documents and data in all forms-paper, disk, tape, fiche-any medium their customers use to store information. Established in 1987, Datakeep serves a wide variety of public and private businesses, large and small, primarily in Madison and Dane County, Wisconsin. Their clients include law firms and engineering firms, healthcare facilities, utilities, and insurance companies. They also provide records storage and delivery services for a veterinarian, a cheesemaker, and a caterer!

Their records center has been built specifically for that purpose, with facilities for both paper document storage and a temperature and humidity controlled vault for sensitive computer media. Their bonded employees make deliveries 24 hours a day, 7 days a week.

February Newsletter Deadline

January 28, 2004

Please submit materials to Nikki Eddy
at
Nikki.Eddy@covance.com
(as an attached WORD document)
Or fax to 608.242.2722

Visit the IFMA Madison Web Site at:
IFMAdison.org

2003-2004 OFFICERS & COMMITTEE CHAIRS

President:	Chuck Gifford State of Wisconsin 224-6384, fax 224-6392 chuck.gifford@doa.state.wi.us
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Sponsorship:	Currently Open
Publicity & Civic Involvement:	Robin Stroebel CFM, Co-Chair InteriorLOGIC Facility Planning 663-9600, fax 663-9699 rstroebel@intlogic.com Laura Olson CFM, Co-Chair Kraft Foods, Inc. 285-6971, fax 285-4404 lolson@kraft.com
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PRESIDENT'S MESSAGE

Yes, it's that time of year again; the holidays are over and we face a New Year of unknowns. Hopefully you all survived the holidays without too much trouble, both at home and at work. It seems that during the holidays, work force staffing can be a manager's nightmare. Everybody wants to take the same time off to be with family and friends and as a manager you're caught between trying to accommodate the wishes of your staff and the need to maintain proper staffing levels. In my case, I usually just give in and then keep my fingers crossed that nothing major happens. I was fortunate that we had a quiet holiday and the first big snow waited until after the New Year.

This has been a good year for our Chapter. Financially the Chapter is in great shape. We had a very successful sponsorship drive again this year with Karyn and her committee doing an outstanding job. Paula, Vickie and the rest of the golf committee put together a super golf outing with over 120 golfers from which we made a sizable donation to the Foundation. Our membership has held in the 160 to 167 range all year. Things I think our Chapter can be proud of. We have a great active membership that not only supports our Chapter, but also supports their fellow members in their time of need.

Speaking of Karyn, she has taken a new job with JT Packard and will be leaving the Chapter. I would like to thank her for all her hard work with the Sponsorship Committee over the years. Karyn did get everything together for this year's drive and you should be receiving it any day now, if you haven't already.

Again, THANKS KARYN!!!

If anyone would like to take over as Sponsorship Committee chair please let me know.

- Chuck Gifford
President

Another Great Holiday Party!



Thank you Chef Rick and Chef Chuck for another terrific feast of white hot chili and deep fried turkey.

The annual Chapter Holiday Party was held again this year at the Capital Brewery in Middleton. Rick Kurz's White Chicken Chili and Chuck Gifford's Deep Fried Turkey were the main anchors on a potluck table which included cheese & crackers, shrimp & dip, cookies, fudge and Tere Widstrand corn bread among other things. A good size box of can goods that members dropped off was donated to a local food bank. As always, a good time was had by all.

Welcome IFMA New Members 2003

Carolyn Ally Adams	Madison Area Technical College
Jean Barry	WPS
Michael Brewer	All Seasons Services, Inc.
Jane Carroll	Plunkett Raysich Architects
Jenny Crubaugh	JT Packard
Matthew Darga	Trek Bicycle Corporation
Goldy Decker	A&J Speciality Services, Inc.
Kim DeWitt	ALLSTEEL
Nicolette Eddy	Covance
Diane Freiburger	Flad & Associates
Thomas Gernetzke	Facility Engineering, Inc.
Brian Hackl	JP Cullen & Sons Inc.
Bradley Lyman	Oakbrook Commercial Real Estate
William Moody	JT Roofing, Inc.
Sharon Morey	SJB & Associates, Inc.
Steven Newcomer	Inacom Communications
Dean Oines	Communications,
	Cabling & Networking
Scott Peterson	Mortenson Investment Group LLC
Eugene Post	Potter Lawson

Rick Rettler	Rettler Corporation
Brett Riemen	T. Wall Properties
Ronny Rowe	Alliant Energy
Lisa Smith	Kahler Slater Architects
John Talbot	Private Residence Halls UW WI
Kevin Unbehaun	Lands' End, Inc.
Thomas Underwood	Ryan Properties Inc.
Joseph Valley	Alliant Energy
Thomas Walker	Covance Laboratories, Inc.
Alan Weston	Inacom Information Systems
Jacqueline Wipperfurth	Wisconsin Department of Revenue

IFMA Anniversaries for January 2004

1 Year

Kevin Unbehaun	Lands' End, Inc.
Sharon Morey	SJB & Associates, Inc.

2 Years

William Fraser	Cuna Mutual Insurance Group
Kristine Peterson	Cuna Mutual Insurance Group
Rebecca Slater	Credit Union Executives Society
William Heiser	Cuna Mutual Insurance Group

3 Years

Glenn Hovde	Hovde Development Corp.
David Koenig	Capital Lock, Inc.
Darrel Feucht	Great Lakes Higher Education Corp.

6 Years

James Burke	The Bruce Company
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7 Years

Curt Bembenek	ServiceMaster Building Maintenance
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8 Years

Noel Lambert	Nakoma Golf Club
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12 Years

John Hagman	State of Wisconsin DNR
Kevin Snitchler	Dean Medical Center

14 Years

Cathy Schmitz	Cuna Mutual Insurance Group
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22 Years

Buzz Buchanan	
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First Class Mail

Address Correction Requested

Dear IFMA Member:

We have begun our 5th Annual Sponsorship Drive. Our 2004 goal is to raise \$15,000.

The last 5 years have been successful because of your help and generosity. We are asking all of you to make this drive another successful one.

If you know of any company or vendor, etc. that might be interested in being a sponsor, please give them a sponsorship packet. We have produced numerous "extras" that will be available for you to pick up at the monthly luncheon.

Here's to a successful 2004!



Gold

Creative Business Interiors, Inc.
Dayton's Commercial Interiors
Kramer Printing
Pearson Engineering, LLC.
The Bruce Company

Silver

Ahern Fire Protection
Cuna Mutual Group
Environment Control
Facility Now, Inc.
Globalcom Technologies
Kraft Foods
ServiceMaster Building
Maintenance
Strang, Inc.
Whiteside Facility Engineering, LLC
Wisconsin Manufacturers &
Commerce

Our Sponsors 2003 - 2004

Bronze

Bachmann Construction Company, Inc.
Badgerland Farm Credit Services
Bessa & Associates, Inc.
Coyle Contract
Datakeep, Inc
Davis Furniture
Emmons Business Interiors
Eppstein Uhen Architects
Foremost Farms USA
Gordon Flesch Company, Inc.
Henricksen & Company, Inc.
Honeywell
InteriorLOGIC Facility Planning
Joseph LaPorte & Associates
Lands' End
Lerdahl Business Interiors
Madison Gas & Electric
Paragon Corporation
Pellitteri Waste Systems
Reynolds Transfer and Storage, Inc.
Welton Enterprises, Inc.
Witthus & Associates
Wisconsin Office Interiors