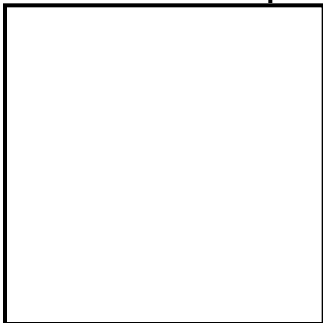
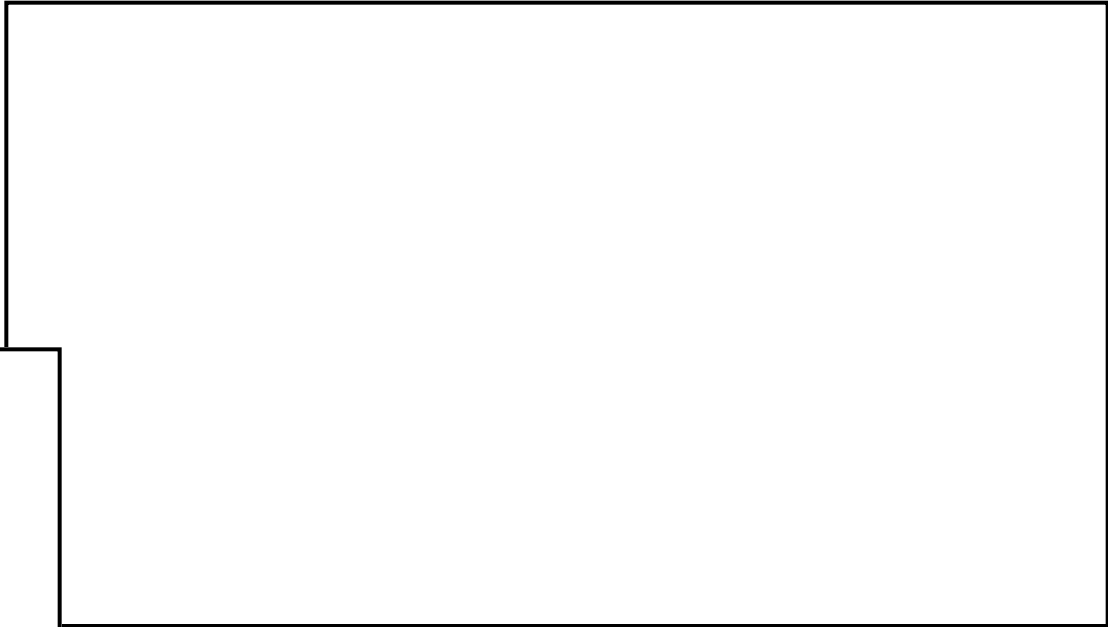


News



Fall Meeting to Be Held at Colby College

BY GORDON E. CHEESMAN

The Fall meeting of the Northern New England Chapter will be held at Colby College in Waterville, Maine during the most scenic time of the year - *Monday*, October 13th and *Tuesday*, October 14th.

Colby has a beautiful campus with a number of new and newly renovated buildings. We invite everyone to visit the college, tour the campus grounds and buildings, attend the educational sessions and enjoy some old fashioned Maine hospitality and lobster. As always, there will be plenty of opportunity to network with colleagues, make new friends and share your experience in our rapidly chang-

ing field.

The educational program will offer something for everyone who attends the meeting. The presentations will combine the expertise and experience of consultants, vendors and Colby's own talented professionals.

Two sessions will focus on programs that Colby has instituted to reduce costs, improve efficiency and help employees keep pace with today's demands. First, a discussion of accident management, wellness and safety will document the Colby's success in reducing annual lost time day. Another session will cover Colby's switch to Team Cleaning as a means to maintain cleaning standards despite

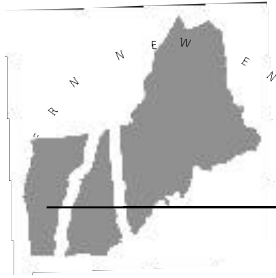
staff reductions in the Custodial area.

Other sessions will discuss State of the Art Technology in Card Access Systems and Standards for Dormitory Construction.

An Experience Exchange will offer participants an opportunity to focus their collective wisdom on on specific, everyday problems.

Aspecial educational track will provide something a little different. Colby's Fieldhouse and surrounding area will be set up as a grounds Equipment Show. A number of vendors will be showing their equipment, along with Colby's own formidable array of Grounds paraphernalia. Hands-on

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U D A

Fall Meeting
continued from page 1

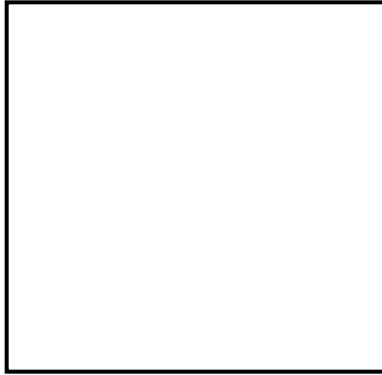
demonstrations of the equipment are planned, along with an educational session on a related topic.

Vendor interest in this meeting is very high. We anticipate filling all thirty available spaces, in addition to the Grounds Equipment Show. We have planned a wonderful menu, including some Maine lobster for the Monday night banquet. For entertainment, we have invited rural humorist Joe Perham of West Paris, Maine. Joe's tapes include "That Wonderful Old 2-Holer", "6 a.m. at the Trap Corner Store" and "Tall Tales and Damn Lies", and we are sure you will enjoy his rich Maine humor. ("A lot of people don't know that the toilet seat was invented in Lewiston, Maine in 1837, and in 1893 they put holes in it.")

We have been very busy with construction projects at Colby during the '90's, and we would like to show you our many new projects. Just recently we have built a new dormitory and science building, and we are in the process of renovating all of our science labs and existing dorms. We also invite you to tour our new Central Steam Plant, the additions to our Art Museum, our renovated Athletic Complex and several new athletic fields and landscape projects.

Whatever your interest, you will find an opportunity to expand your professional knowledge at the 1997 Fall Chapter meeting, and have a good time doing it. Join us at Colby College on October 13-14 for a valuable professional enrichment experience. n

Proposed Addendum to Bylaws



BY ANN E. BUNNELL,
CHAPTER SECRETARY/TREASURER

This past summer, at the suggestion of Dave Early, members of the Board reviewed the Constitution Bylaws and Resolutions of our Chapter. The main intent was to update the Constitution to reflect current changes in the ERAPPA Bylaws as well as aligning the Constitution with generally accepted operational procedures. One of the duties of the Secretary/Treasurer is to present proposed Constitutional revisions to membership for review and comment. As such, I would like to take this opportunity to summarize our proposed revisions in an attempt to generate interest and feedback.

In accordance with the above intent to reflect current changes in the ERAPPA

Bylaws, the following revisions are proposed:

- revised wording to reflect the most recent IRS code changes,
- requirement that, as a minimum, the President and Secretary/ Treasurer of the Chapter be bonded,
- identification of the fiscal year of the Chapter from July 1 through June 30,
- addition of an Article on Dissolution of the Chapter, covering distribution of remaining assets after all debts and liabilities are paid.

The members of the Board also deliberated on revisions which would promote our own Chapter's mission and provide opportunities for additional participation of its members. One such revision notes the importance of Committee Chairpersons via representation at Board meetings and grants authority to the President to

appoint committees as deemed appropriate in furthering the Chapter's mission.

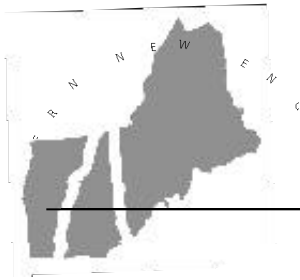
Another recognizes the importance of secondary schools as participants, not

just institutions of higher education.

We are also proposing a change in classification of retirees from Honorary to Emeritus Member, similar to ERAPPA. Honorary Membership status will be reserved for "individuals who, through their work and participation in the Chapter and its member institutions, have contributed to the success of the Chapter's Educational Programs and overall mission."

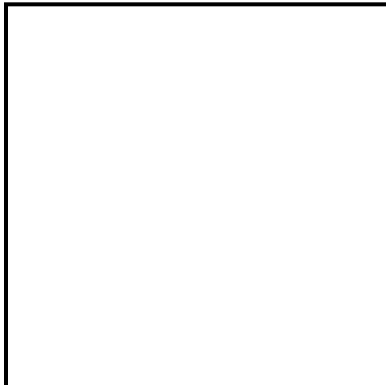
Lastly, the Addendum includes a revision to the timing of conferring of awards, with preference given to the Annual Spring Business Meeting.

The detailed Addendum was mailed to Institutional Representatives in early September. Please take a moment to peruse it. At Colby College, Institutional Members will formally vote on the proposed revisions to the Constitution Bylaws during the evening Business Meeting on October 13. If you require further clarification, please feel free to contact me at 603-646-3176 or via email at ann.e.bunnell@dartmouth.edu. n



F D A

Something for Nothing!



BY DAN GEARAN

In this day and age where we are skeptical of free offers any time we open our mail, read a sign or answer the telephone, it's hard to believe when a real free offer comes along. Well, believe it or not, the Northern New England Chapter has several freebie opportunities.

If this news letter was sent to you it is more than likely you have already taken advantage of our first free offer: *membership*.

Membership in the Chapter is FREE. While many of our members belong and pay membership dues to our National Organization (APPA), that is not a prerequisite to membership in the Chapter. All an organization has to do to become a member of the NNEC is to attend one of our meetings/educational conferences. Yeah, yeah, I know what you are

thinking: "If I have to pay to go to a meeting, and I have to go to a meeting to become a member, then membership is not free". Well, while that may be true, our

second free offer truly makes membership FREE. The Chapter offers free registration to first time registrants at our meetings. That's a two-for-one freebie: free registration and free

membership for first timers.

If that is not enough, the Chapter also offers resources for FREE. The

Chapter publishes this newsletter and sends it to you for FREE. At each meeting, information on APPA, ERAPPA and NNECERAPPA educational opportunities is available for FREE. A membership directory is available at our meetings for FREE. The Chapter offers a World Wide Web page

www.erappa.org/nne full of Chapter information and Facilities Management related links for FREE.

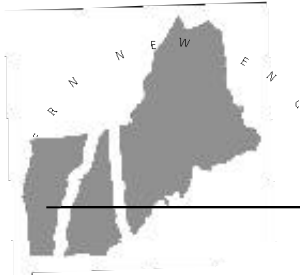
And if that is not enough, I have saved the best for last. I know, I know what you're thinking: "You let me join for FREE, given me all this great stuff for FREE, what else could you possibly have for me?" Well, how does this sound? The chapter offers scholarships to every APPA Institute and other educational programs for FREE. That's right. We give up to two scholarships per state for every APPA Institute. That's 12 scholarships

per year for FREE. All you have to do is apply. I know what you're thinking: "Apply? The application must be like doing taxes or something, right?" Wrong! The application is simple. Just pick up a FREE membership directory at our next meeting and fill out the

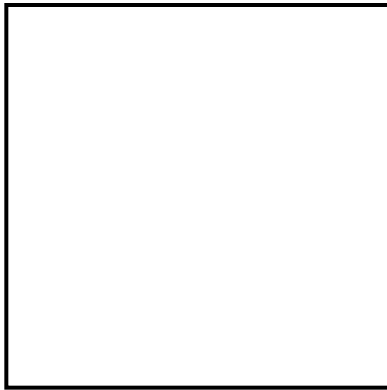
one page application inside, have your Supervisor give you an endorsement and send it to us.

Better yet, you don't have to wait to get an application. You can get an application on our web site www.erappa.org/nne/Scholar.htm. Again I know what you are thinking: "If I have to mail my application to you, I have to buy a stamp and thus it's not FREE." Well we can even go one better. You can now apply for a scholarship on-line! You and your Supervisor can fill out the application on-line and it will be sent via the World Wide Web to the Board of Directors. You guessed it, for FREE.

So stop wasting your time with those bogus free offer claims, throw out that junk mail, and hang up on the telemarketers. Take all this saved time and get involved and take advantage of this organization that truly gives you something for nothing.



T D A



BY THERESA JORDAN

The Education Committee's meetings coincided with the Chapter's Spring Meeting at Dartmouth and the June Board Meeting at Phillips Exeter Academy. The Committee's membership contributes to the successful promotion of our mission. Their creative ideas, enthusiasm and dedication provide a stimulating work environment for our committee.

In addition, they have seen the realization of moving forward with initiatives that coincide with ERAPPA and APPA.

We distributed the Tri-Fold Brochure at the spring meeting, in conjunction with our First Time Attendees informal meeting. This initiative coincides with ERAPPA's new initiative of the same. Once again, the NNECERAPPA is in the planning forefront. We need ideas that enhance the First Time

Attendees program. One suggestion included linking these folks with individuals with a similar job description. More visibility is needed. If you have additional suggestions, or are willing to help with this initiative, please contact Anita Bailey at Phillips Exeter

Education Committee

Academy

We extended an invitation to all Board Members to attend the June Education Committee Meeting. For those Board Members who could not attend, they had an opportunity to share ideas and conversation with the Ed Committee during lunch. While this was not on the magnitude of the ERAPPA Board and Education Committees' spring meeting, at the Chapter level we are on target offering an opportunity to the Educational Committee for an extra work session and collaboration with the Board.

The Supervisory Training Tapes Program did not really take off. The Chapter owns two sets of these tapes and has a loan program set up. If you have an interest in borrowing the tapes, or creative promotional ideas contact Theresa Jordan at USM. Lee Forest, USM Trainer, has facilitated the Supervisory Training Tapes at USM. For the most part the sessions have been well attended.

Norm Cushman, Middlebury College, researched other possible ways to incorporate Supervisory Training. Mary Healey, Trainer at Middlebury, viewed the Training Tapes, modified them and built a most successful training program. Various modules were discussed as well as ideas for centrally located workshops.

Hot Topic List is the formulation of a listing of high interest topics as suggested by front line folks. One suggestion was to always offer three tracks at the Educational

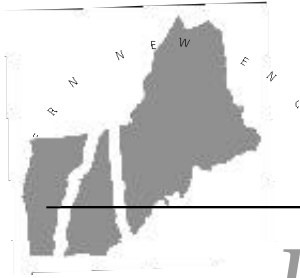
Session with one track always Human Resources. Another idea included vendor information programs for front line supervisors. This idea coincides with APPA's "Learning Resource Center," formally known as the vendors' area. The LRC offers 20 minute sessions by the vendors on new products and practices. Use the WHITE Board at Colby and share your hot topic listing and spontaneous ideas.

The Host Committee 2000 Meeting has been formed. Don Briselden and Theresa Jordan represented the Education Committee at St. Michael's College in June. More to come!

APPA's Partnerships in Education Training Series is up and running. Contact Gordon Cheesman for additional information on the PETS initiative and a brochure.

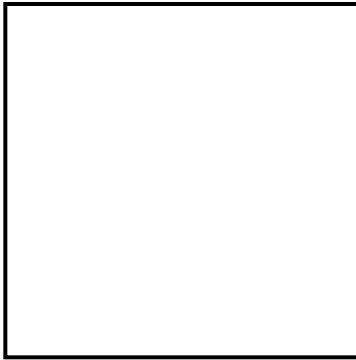
1997-98 Education Committee Initiatives include First Time Attendees Program enhancement, pursue PETS Training Program and creating a Workplace Interchange at the Chapter meetings. The Interchange involves having a time that meeting attendees could visit their respective work areas and meet with others having similar job descriptions.

The Education Committee's next meeting is October 13, 8:00 - 9:00 a.m., at the Fall Chapter Meeting, Colby College. Meanwhile, please contact the Education Committee representative from your state with suggestions, questions, and concerns. n



Boardroom

Views: David Early, President Looking Ahead to Year 2000



October's Bright Blue Weather is fast approaching and your Board of Directors, The Education Committee and the 2000 Burlington Host Committee have all been busy at work since our last meeting at Dartmouth college in Hanover, New Hampshire. October's approach first brings the APPA Institute in September. Your Board of directors is please to be able to offer six (6) full Tuition Scholarships to each of the APPA Institute. This allows for two scholarships from each state: Maine, New Hampshire and Vermont for each institute. This September the following Scholarships have been awarded:

- Lee Forest, University of Southern Maine
- Paul Libby, Colby College
- Dennis Bolduc, Phillips Exeter Academy, New Hampshire
- Mike Horton, Plymouth State College

For the January, 98 Institute, the following Scholarships have already been awarded:

- Joanne Eaton, University of New Hampshire
- Brian Wormwood, University of New England

This allows for one more scholarship to be awarded to Maine and New Hampshire and two Scholarships to Vermont member

institutions for the January Institute. Let's get those application in! As a reminder, the Chapter also has available 1/2 Tuition Scholarships to all other APPA Educational Programs. To apply for a Scholarship complete the application form in the membership directory or go online and complete the application on our web page: www.erappa.org/erappa/nne.

Applications were recently completed and approved on the web page by Brian Wormwood and Mike Horton. Special thanks to Dan Gearan, our webmaster for making this all possible.

In addition to the pleasant responsibility of being able to approve the above Scholarship Applications your Board has been busy at work this summer on up-dating our Constitution and ByLaws. The proposed changes are to maintain our close alignment with the ERAPPA and APPA bylaws. These proposed changes are in the process of being mailed to all institutional representatives by our able Secretary/Treasure Ann Bunnell of Dartmouth college. A vote on these changes will be held during our regular business meeting at our upcoming meeting at Colby College on October 13th.

Yes, this upcoming meeting at Colby college will indeed be very special. Not only will a lot of important Chapter Business be attended to, but the Educational sessions, New Working and the incomparable experience to see and bear witness too the work of one of the finest and most reputable Facilities Management Teams in the country, make this a meeting not to be missed. I invite you all to come see Alan Lewis and company at work!

Now mind you, we can go visit, but we can not stay. I for one will be a visiting with my eyes and ears wide open, seeing, listening, to all that I can. This will be truly a learning experience!

Our Burlington 2000 Host committee has also been fast at work. Yes, they too held an important committee meeting this summer with 15 members present and Tim Pedrotty of Saint Michael's College presiding. The following *Officers and Committee Members* were determined:

- Tim Pedrotty and Dave Early - Co-Chairs
- Don Safford - Chief Assistant
- Lois Adams - Secretary
- Ann Bunnell - Treasurer

Finance Committee

- Ann bunnell
- Dave Early

Service Directory and Vendors

- Richard Mahoney - chair
- Mike Horton
- Dan Gearan

Education Committee

- Tim Pedrotty
- Dave Early
- Theresa Jordan
- Norm Cushman
- Don Briseldon

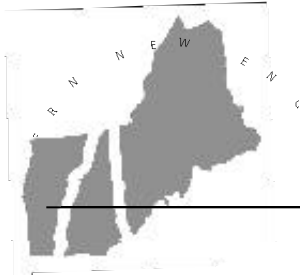
Special Events and Entertainment committee

- Linda Ross
- Gary Parker
- Don Safford
- Lois Adams
- Rich Wobach

Hotel committee

- Julie Basol
- Pam Bessette
- Dave Early

continued back cover



Ahead to 2000 continued from page 5

Registration, public Relations, Memorabilia Committee

- Mae Harrington
- Pam Bessette
- Don Smarsik
- Tim Pedorrtty

Burlington 2000 still needs more committed, dedicated volunteers. Those listed above are making plans on what they will be doing and where they will be on October 7-11, 2000. Do you know what your going to be doing or where you will be? If not, come join us and cement your plans for the future.

Lastly, I have some more immediate serious information for your

consideration. At the upcoming ERAPPA meeting at Toronto, nominations will be sought for four positions on the ERAPPA Board. Nominations will be sought for the positions of: First Vice President, Second Vice President, Director and Treasure. A resignation from the board has caused the need to fill an additional office. Anyone elected to the first or second Vice President has in effect committed to a seven year progression through ERAPPA President and then Junior and Senior APPA representatives. Jack Knee has advised the Chapter Presidents that he estimated he spends one day in

five performing the duties of his current office as ERAPPA President. These are serious considerations indeed. If you are interested in any of these positions please let me know. One of my great frustrations have come when individuals have run for these positions unopposed and when announced, someone at the table I'm sitting with advises that they would have run for ERAPPA office had they know. I ask all of you now, please let me know if your interested in running for ERAPPA Office. It will be best to contact me of your interest through email: DEARLY@USM.MAINE.EDU n

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