JULY 11, 2018 MEETING

About our Presentation:

ComEd® Energy Efficiency Program
Assessments, Incentives and Discounts
Current bonuses
How to get started

About our Site:

At Sebert, we don’t just talk about environmental stewardship, we act on it. One example is our newly redesigned corporation headquarters, which features a LEED-Certified building, a green roof, and an innovative, eco-friendly landscape. Our building and rooftop patio also make great settings for off-site meetings. Read more about our facilities below
OUR BUILDING

Our 30,000 square-foot corporate office and fleet management center have earned LEED gold certification. This designation, as established by the U.S. Green Building Council, means that our facilities meet the highest standards for environmental responsibility and provide a healthy work environment for our employees.

Thanks to a variety of energy-saving measures, our new headquarters is twice the size of our old facilities - but uses the same amount of electricity and natural gas. The interior of our Prairie-style office features reclaimed wood details - including flaming birch accents and paneling made from 19th century logs retrieved from Lake Superior. Other green building elements include motion-sensing and self-adjusting lighting, architectural sunshades to regulate temperature, concrete and bamboo flooring, low-VOC paint, and low-flow plumbing.

OUR ROOF

Because we believe sustainable landscapes can live anywhere, we added on our roof. Above the Sebert corporate office, a LiveRoof ® tray system holds 6,500 square feet of decorative allium and tall grasses. In addition to adding color and texture, this pre-planted, customized system insulates our building, extends the life of our roof, filters pollutants and collects rainwater. Adjacent to this lush landscape, a 1,800-square-foot reclaimed wood deck and pergola give our employees a relaxing spot to grab lunch or get a breath of fresh air.

OUR LANDSCAPE

As living proof of our green philosophy, our award-winning landscape features native plants and several eco-friendly details. The first is a 5,000-gallon water feature, fed by rainwater collected from our facilities and built with stone sourced from within a 10-mile radius. Surplus water from the water feature drains into a detention pond, which we use to irrigate our property. For even greater conservation, Sebert crews draw from the pond to fill tanks used to water client properties off-site. Additional outdoor elements include a 9,000-square-foot permeable paver parking lot that collects storm water, and a bioswale feature to collect and filter runoff.

OUR GARAGE

When you have such a large, sustainability-minded fleet, you need an equally impressive place to house it. Our 15,000-square-foot fleet center holds our entire fleet and upholds our green philosophy. Solar panels on the roof of the building generate about one-third of the electricity needed to power our corporate office. Overhead radiant tubes of natural gas efficiently deliver heat directly to our mechanics' workspace, eliminating the need to heat the entire building - and quickly defrosting snow-caked vehicles ready for wintertime maintenance. The garage's green characteristics inspired our prototype solar trailer nearby. Solar film covers the trailer's roof, and a converter box powers a row of battery chargers for our battery-powered equipment.
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PRESIDENT’S MESSAGE

As your new president I have the privilege of writing the message to you all this month. These Presidential messages have been written in the past by some fantastic people who I would consider friends and I am sure many of you would as well. They have dedicated many years investing in themselves, their places of employment and this chapter and I am honored to continue that trend and follow in their footsteps.

I count it as a blessing to have a part in providing environments where employees and coworkers can be productive, have fulfilling, meaningful careers and as we say at Robert Half the ability to "Work Happy" (also our phrase that pays). Being involved and part of the chapter makes it even better as I get to partner with all of you to help fulfill some of those things for the places you work or provide products or services for.

As an IFMA member and even by taking time to read this newsletter proves that you have a desire for this as well. Perhaps you are looking to advance your career, stay current on industry best practices, learn new skills or the ability to network and provide your services/products to the FM's in the chapter. Whatever the reason, I am happy that you have chosen the Northern IL IFMA chapter and I am excited to partner with you to accomplish all those reasons and more.

As you know, making things great and noteworthy take time, effort and patience. The executive board is dedicated to making this chapter a valuable tool in your proverbial career tool box. We strive to make it the best it can be and a high point in your monthly list of places and events to attend. We have a vast array of committees that help make this chapter a success. The committees work really hard to provide informative, practical and useful information and topics on an ongoing basis. I want to thank the team that currently is serving the chapter in one of these capacities. I also want to encourage all of you to think about stepping outside of your comfort zone by perhaps joining a committee and serving our chapter. The opportunities are plenty (Phrase that pays!) and the benefits from the service is twofold. You will help the chapter thrive, but you will be able to connect and partner with some really great people along the journey. While I understand we are all busy and have demands pulling us in a thousand directions, it is important to remember why we joined the chapter in the first place.

*Coming together is a beginning. Keeping together is progress. Working together is success.* --Henry Ford

Some of the committees are listed below:
- Membership
- Programs
- Hospitality
- Awards
- Community Service
- Sustainability
- Career Services
- Education
- Networking
- Golf Committee
- Newsletter
- Public Relations
- Website

Please reach out to myself, another board member or the chapter administrator with your interest and/or questions. The door is always open! BrettRatajczakFMP@gmail.com or 630-452-3425

I am excited and am looking forward to the year ahead, partnering with you to make IFMA NI beneficial for all involved!

Best Regards,
Brett Ratajczak, FMP
President
Facilities Manager, Chicago International Charter School, Chicago, Illinois

- Job ID: 42168260  
- Posted: July 3, 2018
- Which IFMA credential is preferred or required in your job description?: N/A
- Min Education: BA/BS/Undergraduate  
- Min Experience: 5-7 Years

**Description**

The Facilities Manager is a member of the CICS network operations team, responsible for managing and monitoring the maintenance of two school campuses in Chicago, which requires working closely with contractors and fellow staff. To effectively serve students and families, this team member will ensure that the facilities team at these two campuses meet and exceed expectations around workplace seamless operations, safety, and cleanliness. The Facilities Manager will appropriately plan and facilitate execution of regular and project-based facilities management tasks and activities.

Reports to the CICS network Director of Facilities. Manages the facilities staff and contractors for two school campuses

**Requirements**

We want someone who: demonstrates excellence in at least one trade (e.g., HVAC systems expert, plumber, etc.); thrives in an autonomous, mission-driven, and entrepreneurial environment; and, runs an efficient operation so that the team is staying ahead of building needs.

**WHAT YOU BRING**

- 5-10 years of experience in construction, engineering, maintenance, mechanics, or other facilities-related job experience
- Undergraduate degree preferred
- 2+ years of experience managing a team highly preferred
- Experience engaging with vendors and handling vendor contracts
- Fluency with Spanish highly preferred
IFMA Chicago Upcoming Event

July 12 – Annual Meeting
4:30 – 8:00
Harry Caray’s
33 W. Kinzie
Chicago

July 24 – Brainy Bite
11:30 – 1:00
MillerCoors
250 S. Wacker Dr., 3rd floor
Chicago

October 25 – Oktoberfest 2018
5:00 – 8:00
Kaiser Tiger
1415 W. Randolph
Chicago

Visit www.ifma-chicago.org for further information about the above events.
GOLF OUTING

Time to make reservations for our annual golf outing!! Register HERE!!!!

Mark your calendars for September 13th at Seven Bridges Golf Course.

Check in will begin at 8:00 am with the shotgun start at 9:00 am

Reception, food and prizes at approximately 2:00 PM

Donate perishable food items at the outing registration table to receive 5 tickets for our amazing door prize drawing.

Your support goes along way!

Can’t get away?!? Be sure to come to a monthly meeting and purchase a scratch card to be entered for some great prizes!!!

We still have room for sponsors! Interested, visit our website at www.ifmani.org or click here for a sponsorship form.

August 5, 2018

Associate Showcase and IFMA Buck Raffle

Chandlers

401 N. Roselle Rd

Schaumburg

Associates – if you are interested in exhibiting, please contact our chapter administrator at chapteradministrator@ifmani.org. Cost of booth space is a donation to our raffle.
JOB POSTING

FIRST Insurance Funding, a division of Wintrust Financial, is the largest premium finance company in North America.

A bit about our Company Culture:

FIRST Insurance Funding prides itself in its commitment to service. Not only do we provide excellent service to our customers, but we focus on serving our community and coworkers as well. With management’s “Open Door” policy, every employee has a voice. Everyone helps as FIRST continually improves processes and opens lines of communication.

FIRST provides a relaxed, fun environment for its employees with many team-building events, our annual summer barbeque and holiday party, and many more!

We offer a competitive salary with a comprehensive benefits package, including medical, dental, 401(k) matching, stock options, tuition reimbursement, gym membership reimbursement, and much more.

No matter whom we’re serving… our customers, the community or each other… FIRST excels!

We are looking for a Facilities Coordinator to add to our Office Services team. The Facilities Coordinator will Work closely with Assistant Vice President of Office Services and Supervisor to support and manage day to day facility needs, including the repair and maintenance of the physical space and equipment. Provide support to the Office Services team for mail services, incoming calls, returned mail and supply management.

<table>
<thead>
<tr>
<th>Duties and Responsibilities</th>
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<tbody>
<tr>
<td>• Serve as primary contact for internal customers for facility issues (light out, plumbing problems, door issues). Initiate service call and ensure issue resolved in a timely manner.</td>
</tr>
<tr>
<td>• Manage mailroom functions including maintaining the inventory for all forms, checks, stationery and envelopes. Recommend to manager what items to order and quantities to order as needed. Serve as day to day contact with vendor.</td>
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<tr>
<td>• Inspect facility space and systems (HVAC, lights) daily to check for deterioration, cleanliness and orderliness.</td>
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<tr>
<td>• Work with Supervisor to coordinate the inspections for the preventative maintenance program for HVAC, Life Safety, building repairs and equipment.</td>
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<tr>
<td>• Assist Supervisor with the monitoring and ordering of supplies for facility.</td>
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<td>• Assist Supervisor with bids and quotes for work/equipment supported by the Office Services Department and with maintaining the facility manual.</td>
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<tr>
<td>• Setup/reconfigure meeting rooms (move tables and chairs) as required.</td>
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<tr>
<td>• Provide administrative support for various departmental functions (telephone call support, returned mail and stocking supplies/paper). Pick up mail at the post office.</td>
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As a dynamic organization in a rapidly changing environment, the responsibilities associated with this position will change in accordance with the company’s business needs. More specifically, the incumbent may be required to perform additional and/or different responsibilities from those set forth above.
<table>
<thead>
<tr>
<th>Required Skills / Qualifications</th>
</tr>
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<tbody>
<tr>
<td>• Good communication skills, both verbal and written. Possess the ability to close feedback loops and exercise consistent follow-through.</td>
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<td>• High standard for work product.</td>
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<td>• Ability to use independent judgment and personal initiative.</td>
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<td>• Proficient in working with MS Excel and Word.</td>
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<td>• Detail oriented.</td>
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<td>• Does not mind repetitive tasks.</td>
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<td>• Ability to multi-task and work in a fast paced environment.</td>
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<td>• Reliable and flexible.</td>
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<tr>
<td>• Inquisitive. Wants to understand the various Office Services Department processes and how they impact other departments.</td>
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<tr>
<td>• Ability to listen, understand and take direction.</td>
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<tr>
<td>• Must be able to lift up to 50 pounds. Position is very active and may require frequent standing, walking, bending, kneeling, stooping, crouching, climbing and lifting.</td>
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<tr>
<td>• Must be comfortable and able to work on a ladder of 20 feet.</td>
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<td>• Ability to use standard powered and non-powered tools.</td>
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<tr>
<td>• Occasional evening and weekend work may be required as job duties demand.</td>
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<tr>
<td>• Must have a valid IL Driver's License and reliable vehicle.</td>
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For additional information regarding the above position, please contact [http://www.firstinsurancefunding.com/career-opportunities](http://www.firstinsurancefunding.com/career-opportunities)
In the divisive atmosphere we live today we often forget that those that have different opinions from us are still our fellow Americans. The writing below is from Doug Cartland. I’ve seen him speak twice on leadership and he is absolutely excellent. This topic isn’t about leadership but with the fourth of July last week, I thought his reflections were both cogent and timely. You can read the message or do as I prefer to do; click on the link and listen to the message.

Before I turn it over to Doug I’d like to thank all our members who served in our armed forces for their service.

I hope you enjoy the message as much as I did. Best,
Mark Kischner, CFM

https://soundcloud.com/user-94035613/bornfree-publishwav/s-edoXw

Born free, as free as the wind blows
As free as the grass grows
Born free to follow your heart

Born Free is a song written in the 1960s by Don Black and John Barry.

Next week is the 4th. Caused me to start thinking about this. How good it is to be free.

But what exactly does that mean … to be free?

The song says it’s the freedom to “follow your heart.” In other words, free to pursue any avenue in life you’d like. To go as high as you want, achieve as much as you care to. To chase a profession and author a way of life that is to your liking. That no one else can dictate your path or your future endeavors. To pursue happiness by however you define happiness.

That’s right, I think, but it’s not so much the crux of it. I think it gets down to something even more basic.

The fundamental building block of freedom, freedom at its most microscopic … is the freedom to have a thought … any thought. And next, it’s the freedom to have an opinion … and to express that opinion without reprisal.

All actions are preceded by thought and opinion. So, all freedoms flow from them.

So, freedom at its most basic is thought and expression without reprisal and without punishment.

But then, what is reprisal and punishment? How do we define that?

Is it simply a governmental constraint? That the government cannot punish you for voicing your opinions?

Or is it something more?

Is it a constraint for every citizen?

In other words, if I’m going to be a participant in a free society, I can exercise my right to speak, but do I not also have a fundamental responsibility to afford other people that right? That it’s not just government who must allow for that freedom … but the citizen?
I think so. Anything, or anybody, that stifles a voice is contrary to freedom.

So, the very essence of freedom is my expression … but must also be my allowance for your expression. Where that doesn’t exist, we don’t have a free society.

When one citizen shouts down another. When one citizen, because of an opposing opinion, vilifies another. When one citizen conjures fear in others that have an opposing view. When one American seeks to silence the voice of another American … is that not a revoking of his fellow citizen’s freedom and, ultimately, an undermining of his own?

For, if we can stifle one, then we can stifle anyone.

If I slander you. If I disrespect you. If I turn a deaf ear to your genuine thoughts and ideas. If I won’t hear you because I have predetermined not to … have I not made a mockery of our most basic freedom?

“I may not agree with what you say, but I’ll defend to the death your right to say it.”

Fine sentiment.

There has been much made in recent years about honoring the current troops and our veterans. Rightly so.

So, at our events, we celebrate them. We march them out, give them awards, honor them, cheer for them, applaud them. We have flyovers and banquets and give speeches on their behalf. They are featured at sporting events, political events, in television commercials. And next week, these demonstrations honoring our military men and women will come early and often.

And we all say that we honor them because these brave heroes are fighting for our … wait for it … freedom.

Ah, but pageantry is easy.

I have a better idea. You want to honor the troops?

Oh, keep your parades, and events, and commercials. Keep your anthems, and thank-yous, and celebratory, and grandiose acknowledgments. Keep the pageantry.

But do you really want to honor the troops?

Then speak respectfully to each other.

Have an opinion. Be passionate about it. But listen well to the opposing side. Give room for another perspective.

That is freedom at its most free, at its most fundamental.

And that very action is what our most heroic citizens have fought and died for.

_Born free and life is worth living_  
_But only worth living_  
_'Cause you’re born free_

Article written by:

Doug Cartland, President  
Doug Cartland, Inc.

Doug has been an advisor to CEOs for 16 years. He’s an expert in leadership and management skills and, in addition to his work with CEOs, has successfully trained and coached leaders on all levels. Many companies have drawn a direct correlation between his work with them and their enhanced profitability.

Doug is the author of three books. His weekly e-zine is widely regarded as the best leadership focused e-zine that exists today. Businesses and organizations in 47 of the 50 United States have come to rely upon his wise advice, counsel, training and coaching. Learn more about Doug at:  
[www.dougcartland.com](http://www.dougcartland.com)
<table>
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<tr>
<th><strong>Position</strong></th>
<th><strong>Name</strong></th>
<th><strong>Company</strong></th>
<th><strong>Phone</strong></th>
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<tbody>
<tr>
<td>President</td>
<td>Brett Ratajczak, FMP</td>
<td>Robert Half</td>
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<tr>
<td>Archivist</td>
<td>Mike Jurczykowski</td>
<td>Chicago Records Management</td>
<td>847-678-0002</td>
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<tr>
<td>Education</td>
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<td>Accertify</td>
<td>630-735-4680</td>
</tr>
<tr>
<td>Program</td>
<td>Emily Oltmann</td>
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<tr>
<td>Vice President</td>
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<td>CVS Caremark</td>
<td>847-559-3909</td>
</tr>
<tr>
<td>Awards</td>
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</tr>
<tr>
<td>Hospitality</td>
<td>Kevin Tiernan</td>
<td>Rose Paving</td>
<td>708-459-5538</td>
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<tr>
<td>Council Liaison</td>
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<td>Chicago Food Depository</td>
<td>773-843-6703</td>
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<tr>
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<td>Career Services</td>
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<tr>
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<td>Inside-Out Company</td>
<td>630-735-4680</td>
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<tr>
<td>Sustainability Liaison</td>
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<td>773-843-6703</td>
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<tr>
<td>Treasurer</td>
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<td>Cummins-Allison Corp.</td>
<td>847-299-9550 x 6460</td>
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<tr>
<td>Community Services</td>
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<td>CVS Caremark</td>
<td>847-559-3909</td>
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<tr>
<td>Networking</td>
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<td>Kayhan International</td>
<td>847-843-5072</td>
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<tr>
<td>Webmaster</td>
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</tr>
<tr>
<td>Advisor</td>
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<td>Chicago Food Depository</td>
<td>773-843-6703</td>
</tr>
<tr>
<td>Newsletter</td>
<td>Jan Wemple</td>
<td>Moore Landscape</td>
<td>847-564-9393</td>
</tr>
</tbody>
</table>

To provide exceptional education, networking, career development, and leadership opportunities that support and advance the Facility Management profession in Northern Illinois.

Sponsorship opportunities are available, please contact our chapter administrator at the e-mail listed to the left for complete details!

Contact information:

NI IFMA
PO Box 4983
Buffalo Grove, IL 60089-4893

847-821-8243