

*Flipchart Notes:*

## Membership Brainstorm on Future FUN Meeting Topics

FUN Meeting -December 13, 2007

Increase participation by FM's – how can we get them to attend?

- Observation from audience: the program interests may drive attendance i.e. Provost, CFO were very well attended

Conduct special outreach to individuals on Plant Ops Call Center list of building/facilities managers and assistants who are not currently FUN members

Tours – who has new places, new things to tour the group through

- Wiel
- Student Pubs.
- A & A

Should the meeting rotate to different locations? Or maintain the occasional practice to meet elsewhere and address transportation if needed. Include bus service info in announcements.

Consider central location e.g. League

Rotational presentations by FM's re: their buildings.

DPS reminder that they will come to your building for Eyes/Ears, Active Shooter

Article on FUN in Record- could Diane Brown write one?

How aware are dept. chairs & other administrators of FUN & the benefit (BAG, CFO, Provost are)

Emergency planning topics  
seminar-style

How to design & facilitate a building – wide session on Emergency Planning – dedicate entire FUN meeting to this.

Need for consistent, clearinghouse information that is official i.e. toolkit

Each one reach one to increase participation

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New FMs, new eyes – observations on how we operate vs. past experience in different setting

Business continuity planning for IT – info may parallel & augment “all hazards”

Ask the non-participants what would be appealing topics

GF vs. Customer pay education

Plant costs | Rich Robben  
Education | APPA format

Energy/global warming i.e.  
Inconvenient truth showing (1/2 mtg)

Energy checklist – what makes the differences/budget – efficiency kudos; learn from each other (new twist – FM’s present their approaches)

Outside speakers  
e retirement planning

SLA’S  
MGF/Cust pay } the Basics

Panel of FMs to discuss their budget concerns; use lg-school/sm. school mix

Preventive maintenance plan  
Update & Overview

Building coordinator, floor marshal  
Training = what are good topics? Brainstorm, consider resources for everyone to pull from

IFM feature

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Mike Bowen – FCA

Deferred maintenance

Ken Rapp – Ground work plan

C-Spit Committee Update Report

Elevator safety, maintenance etc.

AEC design standards

AEC; other i.e. critical review points for stakeholders

Preferred manufacturer's list

Bill Bess' doomsday list (the following was provided by Bill during a break sidebar. This is his short list of potential emergency preparedness topics: Gas Leaks; First Aid/CPR/AEDs; Fire Response/ Drills; Tornados; Floods/Water Damage; Bombs/Bomb Threats; Active Shooter; Snow Issues; Dangerous Persons; Evacuations; Chemical Spills; Internal and External Haz Mat Incidents)

ADA furniture guidelines, space, other regulations.

Moving & Trucking – new customer process

New card system – card reader steering comm.

Mass communication system