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Message From Your President

Recently I was reading an article about the origins of the giving of gifts during the holiday season. It was quite a revelation for me to see how far we have come from the humble beginnings. Christmas gift giving originated with the Romans, were pagan offerings to the gods of the harvest and light. This then metamorphosed into the tradition we know today: trees, holly, lights, etc. The original St. Nicholas was a bishop in Asia Minor. He filled stockings that were hung by children near the fire to dry with small treats and toys. Sound familiar?



Hanukkah gift giving comes from the tradition of giving children gelt, gold coins, so that they could "tip" their religious instructors. The children were then given gelt they could keep for themselves. The gelt was significant because it was a gold coin manufactured by the Jewish people on their own. It symbolized independence. Eventually this evolved into even the adults getting into the act of giving gifts for eight nights.

With all of this gift giving going on two thoughts came to mind:

1. Santa Claus must have a great Facilities Manager. Just think, all those toys, all over the world, all in one night. I cannot even get a Fed Ex package to Jersey when it snows. I am sure the elves are unionized by now, so the FM would have to deal with overtime costs, compensation and bonuses. Cookies and milk aren't going to cut it. I bet there are change orders out the wazoo from the higher ups and the FM would need to control cost overruns. They would have to have a great relationship with the IT department. How else would they know who is naughty or nice? Let's hope there are never any WikiLeaks from the North Pole!

2. Sometimes the best gifts are those we have right in front of us that we do not even notice. Do we *need* new electric toe warmers when we have the warmth of home, hearth and family? Is it necessary to have the new 27" digital picture frame when we can just admire the

lights and laughter of the holiday season? This holiday season I hope we all take the time to appreciate what we have, and not what we want.

Speaking of gifts, in this newsletter we announce the creation of a CFM review course. The LIC will be providing the materials and you just need to provide the interaction. Many thanks to Craig Oakman for



taking the lead on this. Please take the time to read the announcement, because it is one of those gifts that are right under our noses.

I have also noticed that many of the questions being posed in the online community are already answered in our "groundbreaking" Benchmarking Survey. What better way to show your administrator or COO that you are plugged in than to show them what is going on in the law industry? The Benchmarking Survey has the information you need, right under your nose. If you didn't participate in the survey for one reason or another and would like a copy please email me. Consider it a gift from us to you. I am hoping this will encourage you all to participate in the 2011 survey.

That's all from me for 2010. Enjoy the holidays and...

Stay Positive

Mark Roberts/President /LIC

UPCOMING EVENTS!

IFMA Facility Fusion

March 23-25, 2011
Boston, MA, USA

Facility Fusion 2011 will take place Wednesday through Friday, March 23-25, in Boston (Westin Boston Waterfront).

Additional details will be shared as they become available.

<http://www.ifmafacilityfusion.org/>

IFMA's World Workplace Annual Conference & Expo

October 26-28, 2011
Phoenix, AZ, USA

More details to come.



About the LIC: *The Legal Industry council shares information among FMs from law firms and legal departments in corporations, academic institutions and government agencies. Discussions center on topics such as space planning and utilization, creative office services, outsourcing, regulatory information, emerging technology and software solutions.*



ANNOUNCEMENT!!

The Legal Industry Council will offer a CFM[®] Certification Study Program!!

The goal of this Study Program will be to assist our Council members in enhancing their careers by helping participants in the Study Program to obtain their Certified Facility Manager[®] (CFM) certification. The LIC will purchase the new CFM Exam Review Course Manual and Workbook and the Self-Study Guide for each participant to use during the Study Program. The course materials will be returned to the LIC Board at the successful completion of the Study Program and will be available for other members to use in subsequent Study Programs. The Study Program will be conducted by NetMeeting / Conference Call and will be broken down into ten individual 1 1/2 hour study sessions that will be conducted over a twelve week time frame. It is our expectation that the classes will be held in the first or last 1/2 hours of a work day or around noon time as decided by the group (this will not be a weekend class). This Study Program will be a supplement to each individual participant's personal study time and will serve as an opportunity to discuss and review the exam materials with others to work towards the common goal of all participants taking and passing their CFM exam.

This first Study Program will commence in January and progress to completion in March. The Program will be limited to the first ten members who sign up. Once LIC members have indicated that they are interested in participating, the participants will meet and agree on the time for Study Group meetings, break down the course material into ten sections and prepare a course guide for all of the participants.

The heavy focus areas for the Study Group will be determined by the participants (depending upon their weakest areas of expertise). We will review 200 pages of case studies, sample questions and core competency summaries and the glossary of facilities terms. We will go over a detailed outline of the structure of the exam and an explanation of the exam process.

If you are interested in obtaining your CFM certification and would like to participate in the Study Program, please e-mail Past Council President Craig Oakman at oakmanc@phelps.com. If you have any questions about the program, you may call Craig at 504-584-9369.

To determine if you meet the eligibility requirements for taking the CFM Exam, please go to <http://www.ifmacredentials.org/cfm>.



Do you happen to have any interesting articles you have read or written that you'd like to share with your fellow LIC members? Please email genglish@cgsh.com.



New Member Spotlight— Peter D. Kuzel

We've decided to adjust our spotlight a bit and, from now on, will be shining it on members who have joined the Council since the last edition of the newsletter. Drum roll please. Ladies and Gentlemen, it is our pleasure to introduce to you...



Peter D. Kuzel, new Legal Council member, is the Office Manager in the Atlanta office of Fish & Richardson. Founded in 1878 as a patent firm in Boston, Fish & Richardson is now an Intellectual Property, Litigation and Technology firm with 11 offices and 350 lawyers worldwide.

Peter has worked in the legal industry since 1992 when he took a job as a time entry clerk. During the next four years he worked his way through accounting, office services and various other departments at the firm at which he then worked. Upon receiving his degree in Finance from Georgia State University in 1996 he was promoted to Office Manager and held that position for three years. After working in a another firm and switching gears to consult for a while, Peter was hired by Fish & Richardson as Office Manager in 2006. Peter fell in love with the law firm industry and finds that, because of his personality, the responsibilities of the Office Manager position come naturally to him. His favorite projects are those involving Facilities and IT issues.

What is one work related achievement of which you are particularly proud?

In my opinion, a law firm move is where a legal manager “makes his/her bones” in the legal industry. The one move I most remember and the one move I am most proud of is my first one in 1998. It was not perfect by any means but I can tell you that all the moves after that one sure did go a lot smoother including the most current one when opening up the Fish & Richardson Atlanta office in 2006.

What is one aspect of your personal life that you'd like people to know about?

I'm a husband and father first and I have three beautiful daughters. Also, I love NASCAR -- go #17!

Free Facility Management Glossary

FMpedia© is, to a large extent, modeled on the Wikipedia model (www.wikipedia.com). FMpedia© is a dynamic, real time, open, Internet-based glossary where contributors are welcome to add new FM terms and definitions, and comment on existing ones. It is meant to be as broad and international as possible. The glossary is non-commercial, supported by the IFMA Foundation, and contains no product endorsements or paid sponsors. We hope you find this resource of value and encourage you to participate in its growth.

<http://www.gsishare.com/ifma/FMpedia/index.html>

Do you happen to have any interesting articles you have read or written that you'd like to share with your fellow LIC members? Please email genglish@cgsh.com.



Pictures from World Workplace 2010 (Atlanta, GA)



Ashley Luke - Kilpatrick Stockton, Atlanta; Cynthia Dvorak - Sidley Austin, Chicago; Mark Roberts - King & Spalding, New York; Holly Evers - Foley Hoag, Boston; Charlene Fischer - Cleary Gottlieb Steen & Hamilton, Washington, DC



Craig Oakman - Phelps Dunbar, New Orleans; Angela Chatham - Phelps Dunbar, New Orleans; Joseph Geirman - Troutman Sanders, Atlanta; Mike Ivey - Fish & Richardson, Atlanta; Kyle Soto - Weinberg, Wheeler, Hudgins, Gunn & Dial, Atlanta



Pictures from World Workplace 2010, continued (Atlanta, GA



Mark Roberts, LIC President - King & Spalding, New York



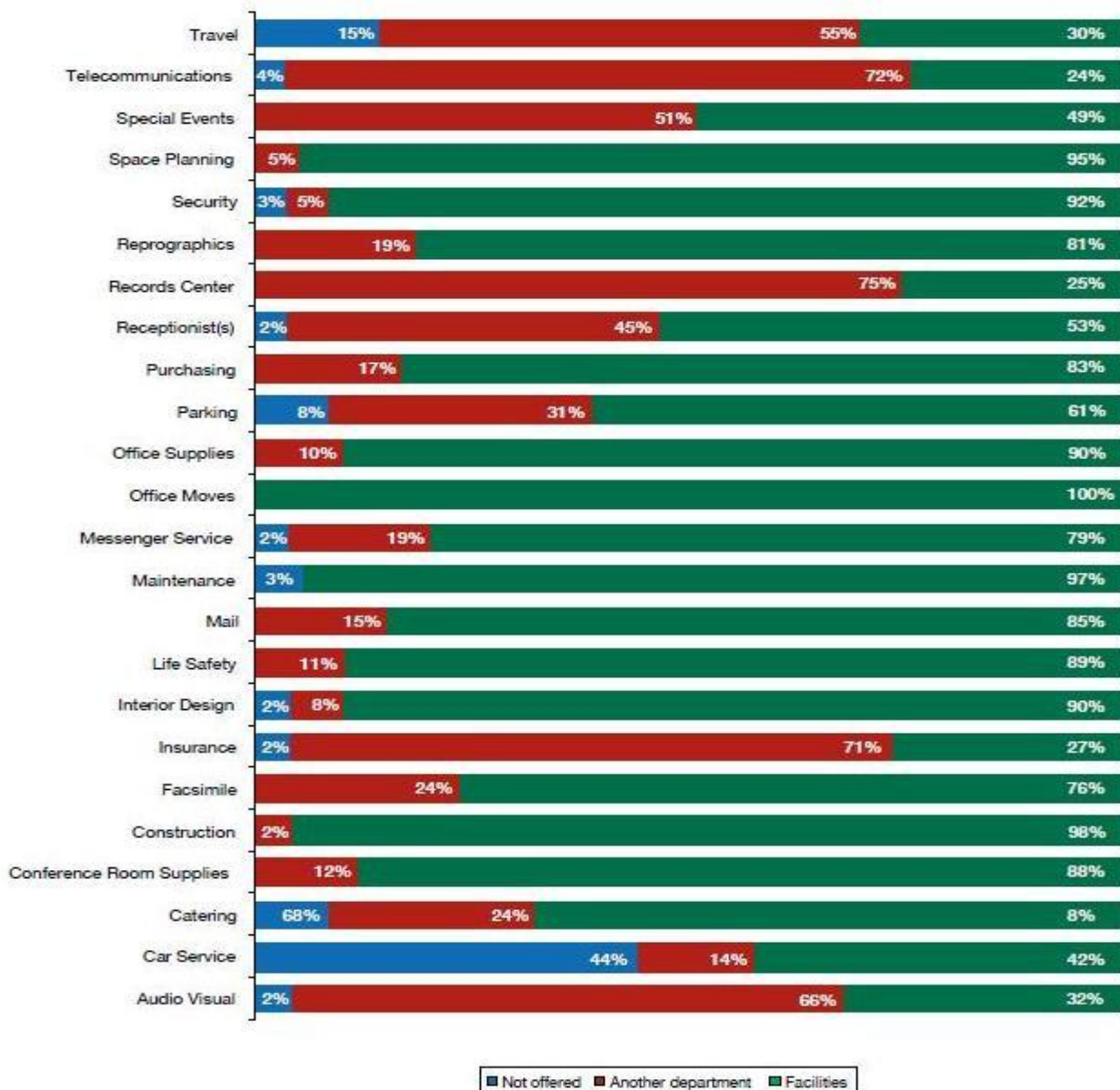
Craig Oakman, Phelps Dunbar - New Orleans; Angela Chatham - Phelps Dunbar, New Orleans

According to the 2010 LIC Benchmarking Survey...

...this is what we do and what our law firms offer. If you did not participate in the survey and would like a copy of the report please contact Mark Roberts at mroberts@kslaw.com.

AMENITIES/SERVICES

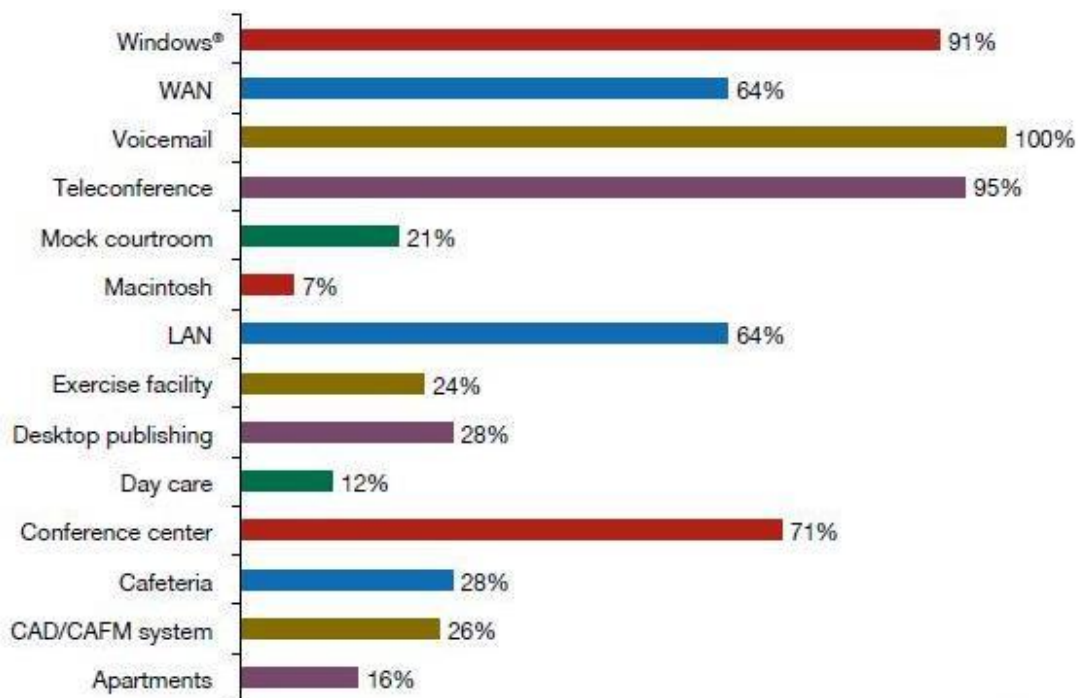
How Are the Following Areas of Responsibility Primarily Handled?



N = 59

AMENITIES/SERVICES

Which Amenities/Services Does Your Firm Offer?



N = 58

Other:

Showers - 3
 Beverages 24/7
 Concierge/work-life balance services
 Flu shots
 Lactation rooms
 Public transportation subsidy
 Private ATM



Legal Industry Council—Online Community

TIPS FOR NAVIGATING:

After your first login, you must subscribe yourself to the council postings to activate email deliverability to all council postings, similar to the listserv. You are not automatically subscribed to email delivery.



1. Log in to <http://www.ifmacommunity.org>
2. Click on **Forums** on the top left menu tab
3. Click on **Forum Subscriptions** (located on the left hand side of the page, under Shortcuts)
4. You can then change the default setting from not receiving subscriptions to receive postings via email. Click under the **Subscription to "YES"** (to receive postings by email similar to the listserv) or **"NO"** (which means you will need to login to the IFMA Online Community to view the discussions) The subscription's default setting is "NO" in order to change it to "YES" simply click on the "NO".

TIPS FOR POSTING & REPLYING TO QUESTIONS:

1. To **reply** to emails that you receive, you can post your responses (just like the listserv).
2. If you would like to **post a new message/question** to the Legal Industry Council Online Community without having to login to IFMA Online Community, just send your email to this email address for your specific council, lc.council@ifmacommunity.org. This will allow for you to post and reply by email, similar to the listserv tool we were using.

Legal Industry Council Web site

Click here: <http://www.ifmalic.org/>

Check out the LIC Web site for the latest information on conferences, officers contacts and much more!

Legal Industry Council Newsletter



2010 Legal Industry Council Newsletter Sponsors

We are pleased and honored to announce that several companies who provide goods and services to Legal Council member firms have agreed to sponsor our newsletter for 2010. You will see their company logos and links to their web sites in each issue of the newsletter published this year. Below is information on each of our new sponsors. When the opportunity presents itself, please support those who support the Council.

AVI-SPL - With more than 40 years in the industry, AVI and SPL bring together a solid tradition of providing complete audio video systems and audiovisual equipment, collaboration and presentation solutions. www.avispl.com



Gensler – Gensler is a global architecture, design, planning and consulting firm with a specialized law firm practice. They have been serving their clients as trusted advisors, combining localized expertise with global perspective, for over 30 years.



www.gensler.com

Henegan Construction Co., Inc. - With a full range of construction management and general contracting services, Henegan plays a key role in creating corporate offices, sophisticated trading floors, technology and communications centers.

www.henegan.com



Humanscale – Humanscale is recognized as the leading manufacturer of ergonomic products for the office. Their mission is to design and manufacture products that create a healthier, more comfortable and more productive work environment.

www.humanscale.com



Mattern & Associates, LLC – Mattern & Associates is a team of operations experts that consults to large law firms and corporations. Completely unbiased and vendor-neutral, they help their clients obtain the most favorable and competitive pricing available from their support services.

www.matternassoc.com



**Mattern &
Associates, LLC**

Unbiased Support Services Analysts & Cost Recovery Experts

Legal Industry Council Newsletter

2010 Legal Industry Council Newsletter Sponsors continued...



Pitney Bowes – At Pitney Bowes, everything they do has one goal to help their customers achieve their goals. They do this by providing Customer Engagement Solutions, Business Insight Solutions, Workflow Managed Solutions and Mail Solutions.



www.pblegalsolutions.com

www.pb.com/

PS Ship™, a Lynch Marks, LLC Company - PS Ship™ is the first end-to-end solution for professional services firms that integrates all the workflow associated with preparing, tracking, and billing your shipments.



www.psship.com

Robert Derector Associates - Robert Derector Associates is a full service engineering firm with a local feel and a global reach. RDA's practice focuses on the design and commissioning of corporate offices and mission critical facilities, as well as on the modernization of existing building infrastructures.



www.derector.com

Steelcase – Steelcase takes their knowledge of how people work and couples it with products and services to create solutions that help people have a better day at work. Their portfolio solutions address the three core elements of an office environment: interior architecture, furniture and technology.

www.steelcase.com



Williams Lea – Williams Lea is a global Business Process Outsourcing (BPO) company. Specializing in Corporate Information Solutions, they provide expert management of all printed and digital information an organization shares with its internal and external audiences.

www.williamslea.com



WILLIAMS LEA
corporate information solutions