



December 2006

This newsletter is a publication of the Legal Industry Council of IFMA. If you are receiving this newsletter it is because you are a member of the Legal Industry Council and the council board believes you will benefit from its content.

Letter from LIC President Julie O'Loughlin

Dear fellow LIC members,

It was great to see and meet so many of you at World Workplace 2006 in San Diego! I am pleased to report to our members who couldn't attend that we had a terrific turnout for our LIC events, especially Chris Murray's (AIA/Principal for [Gensler](#)) presentation on "How Important the Workplace Environment Is, and How Design Affects the Bottom Line." We also made a great splash with our "Swimming with the Sharks" logo and hope to have started a new wave of interest in our council. Please visit our website <http://www.ifmalic.org> (login is **ifmalegal1**, password **legal**) for more WWP2006 pictures. If any other LIC members have pictures to add, please forward them along to myself (joloughlin@fenwick.com) or Craig Rosen (crosen@vedderprice.com) for inclusion.



The rest of our newsletter highlights all that your council officers have been hard at work organizing since returning from WWP2006.

I hope that the holidays have been happy and peaceful for all!
Sincerely,

Julie O'Loughlin
IFMA Legal Industry Council President
Fenwick & West LLP
Director of Operations/Facilities and Emergency Management



OUTSIDE THE OFFICE

A LIC member will be featured every month in the newsletter.

MEMBER SPOTLIGHT - STEVEN ROTHMUND

Steve has been the Office Services Manager in the Chicago office of Sidley Austin LLP for almost seven years. Before taking this position he was Office Services Supervisor at Ernst & Young LLP for two years, having previously been a vendor's site manager there. He has been a member of IFMA for three years and has served as Council Liaison for the Chicago chapter.

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

Last year, my team and I were instrumental in the successful relocation of Sidley's headquarters office to space in a brand new building. We moved 1500 attorneys and staff within a four-day period. We consolidated personnel from two buildings into one, where we have over 500,000 sq. ft. One of the significant issues related to the move was that we were in our old location for about 35 years and the accumulation of material over that period of time presented unique challenges before, during and after the move. I am very proud of my team members; they are top notch. They care about customer service and have an excellent rapport with our customers as well as well as building staff and vendors.

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

I'm happily married and have two great kids. I enjoy spending my free time doing family activities such as road trips and camping. If I could go back and do it all over again I would have ignored the wishes of my mother and become a cop.



Photo caption: Steve Rothmund (rear center) and the Sidley Office Services team.

Very Interesting

Below is a link to an article published in the September 2006 Issue of the *GLA ALA Leadership Exchange* magazine.

The article, "Making the Case for Change: 12 Trends in Law Firm Design", by Clay Pendergrast, is about how the needs of law firms are changing .

Click here or copy and paste this address into your browser: <http://www.ifmalic.org/secure/pdf/12TrendsInLawOfficeDesign.pdf>

You will need to log onto the Legal Council Web site for access. Log in information is below:

User Name: ifmalegal1
Password: legal

Upcoming Webinars

We hope to host several webinars within the next few months covering topics such as VOIP (Voice Over IP), Audio Visual trends, and Facilities Management education and certification, specifically obtaining the CFM designation. Stay tuned for dates and times in future newsletters.

Letter from Communications and Programs Officers Charlene Fischer and Georgie English

Dear Legal Industry Council Members,

It has been an honor serving as your Legal Industry Council Communications Officers in 2006. We wish you and your families a wonderful holiday season!

Looking forward to the New Year, we ask you to remember the Legal Industry Council Newsletter. In order to publish it often and to keep it fresh and interesting for a wide range of readers, we will need articles from you. Please keep us in mind when you attend an interesting seminar or educational session, complete a large or unique project or have a funny Facilities Management experience in the office. The readers will appreciate any articles you submit, short or long, educational or humorous. Thank you.

Best Wishes for 2007!
Charlene and Georgie

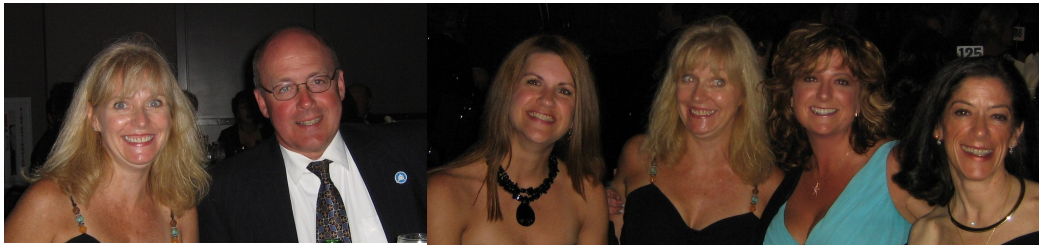
Pictures from various events at World Workplace



WWP2006 LIC Reception



WWP2006 LIC Dinner & Lunches



WWP2006 Awards of Excellence Reception and Banquet

The Comedy Corner

Can you top this? Please submit amusing, strange or outrageous Facilities Management stories to debaker@stoel.com, cfischer@cgsh.com, and genglish@cgsh.com.

“BAD DIRECTIONS”

Contributed by Joy Morrow, Office Services Coordinator at Stoel Rives LLP

I once had a secretary who gave me a package for a messenger to deliver to Redmond. She said that she'd attached a map to the internal Messenger slip. Figuring that perhaps the location was difficult to find, I filled out the messenger slip for the courier I'd called and I noted on it, "see attached maps." Then I removed the internal messenger slip and got my first look at the maps.

The top one was a flattened globe, the kind you see in a world atlas, with a star on the left side of North America. I figured it was just some sort of odd cover page the map program had printed and the secretary had forgotten to remove it before sending me the real map so I turned to other page of the map. That map was of Washington State with a star near the center that said "Redmond."

So apparently the directions that the secretary didn't think the messenger could figure out from the address were: start on Planet Earth, go to North America, turn at Washington State, and when you get to Redmond, you're there!



Helpful Listserv Information

What is the listserv ?

An email network that provides instant access to LC members and allows members to stimulate conversation by posting questions, answers and opinions on various topics relating to facility management.

Send a message to the listserv

Do you want to ask a professional question of your colleagues? Send an email to the Legal Industries Council listserv at lc@listserver.ifma.org

How to Search the Listserv Archives

1. Go to listserver.ifma.org/lists
2. Click on the link "Subscriber's Corner"
3. Click on the phrase "Get a **new** listserv password"
4. Enter your e-mail address that is Registered with IFMA headquarters and select a password that you can easily remember.
5. Register this password
6. Check your e-mail for your confirmation message
7. Click on the link in the e-mail given
8. Click on Subscriber's Corner and then log in using your registered e-mail and password.
9. Click on the link given.
10. Click on Server Archives on the left of the page, and then select your council for your council's archives.

This registration is a "one time only" process. From here on out you can just visit <http://listserver.ifma.org/archives/> and the site should recognize you so that you won't have to enter your information again.

Listsrv Etiquette

- Include a signature tag on all messages. Include your name, affiliation, location, and e-mail address.
- State concisely and clearly the specific topic of the comments in the subject line. This allows members to respond more appropriately to your posting and makes it easier for members to search the archives by subject.
- Include only the relevant portions of the original message in your reply, delete any header information, and put your response before the original posting.
- Only send a message to the entire list when it contains information from which everyone can benefit.
- Send messages such as "thanks for the information" or "me, too" to individuals--not to the entire list. Do this by using your e-mail application's forwarding option and typing in or cutting and pasting in the e-mail address of the individual to whom you want to respond.
Do not send administrative messages, such as remove me from the list, through the listserv. Instead, use the **Command Instructions** provided to you in your introductory e-mail to change your settings or to remove yourself from the list.
- Warn other list subscribers of lengthy messages either in the subject line or at the beginning of the message body with a line that says "Long Message."