



The “Tool Box” for Educational Facility Management Professionals

**Have you been checking
out the MASMS Website?**

Job Description Library

Looking for a job description? MASMS has a library of job descriptions. These are all job descriptions from MASMS member districts!

This library is being updated on a daily basis, and will keep growing.

If you have any job descriptions you would like to share with other members, please just send them to the MASMS office.

Go to www.masms.org and click on “Resources” on the left hand side of the window, then select Job Descriptions.

Training Offered

MASMS has a list of training offered by our Business Members.

Go to www.masms.org and select “Training Offered by Business Members” from the left hand side of the window.

**MASMS
News**

Event information is always listed on the MASMS website!

Looking for a vendor?

Check out the MASMS Business Member Yellow Pages. Go to www.masms.org and select “Yellow Pages” from the left hand side of the window.

Job Opportunities

Go to www.masms.org and select Classified Ads/Job Postings

2014 MASMS “Not Day On the Hill” Recap

Tom Melcher, Minnesota School Finance Director presented a summary of the MDE School Facilities Financing Working Group report and recommendations.

Joe Arthurs & Heather Nosan (Kevin Hildebrandt was unable to attend), MASMS representatives on the Work Group discussed their perspectives on what this report means for metro / outstate districts, small /large districts, other considerations.



Laura Larsen, Chair MASMS Legislative Committee; Heather Nosan, MASMS Work Group Rep; Joe Arthurs, MASMS Work Group Rep; Kevin Johnson, MASMS State President; Tom Melcher, MN School Finance Director; Randy Morris, MASMS Lobbyist



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WELCOME NEW MEMBERS

Business Members

Lance Barthel, Batteries Plus Bulbs
 Scott Tetley, Restoration Professionals
 Dale Sundstrom, Minnesota Dept of Education

Looking for information and answers from your fellow MASMS Members?

Just email the MASMS office with the question
 and it will be put out to Membership.

MASMS Committee Information

The Legislative Committee and Facility Standards
 Manual Committee are in need of chairs.
 If you are interested, please contact the MASMS office!

New Northern Chapter Officers

The MASMS Northern Chapter welcomed
 Doug Slininger (Ada-Borup Schools)
 as the Northern Chapter President,
 and Karl Flier (Pine River-Backus Schools)
 as the Northern Chapter Vice President,
 at their meeting on February 20th.



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*US Government Accounting Office School Facilities America's Schools
 Report Differing Conditions, June 1996



JANUARY 2014 BOOT CAMP ATTENDEES

Shortcut keys in Word

To activate a command using a shortcut key, simply hold down the Ctrl key and press the letter for the command. Here are some of the more frequently used Word shortcut keys:

New	Ctrl + N Creates a new blank document
Open	Ctrl + O Opens a saved document
Save	Ctrl + S Saves the current document
Print	Ctrl + P Prints the current page
Copy	Ctrl + C Copies the selected text to the clipboard
Paste	Ctrl + V Pastes the cut or copied selection
Find	Ctrl + F Finds text within the current document

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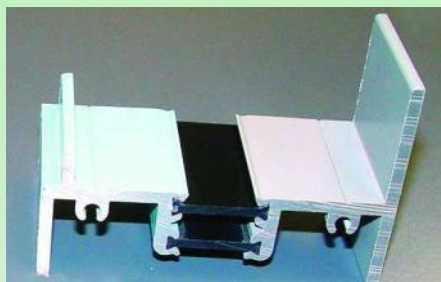
What is a "Thermal Break" in a Window System and Why are They So Important?

Submitted by: Inspec

Many commercial windows frames today are made from aluminum, and as you know aluminum and many other metals are good conductors of heat (or cold). A "thermal break" or "thermal barrier" is a component in the window system that is made of a material that has low thermal conductivity to prevent heat or cold from transmitting freely through the aluminum framing resulting in energy loss and/or condensation issues. These thermal breaks are usually made of polyurethane or polyamide material that can be more than one thousand times less conductive than aluminum.

One common problem associated with a lack of a properly designed or installed thermal break is significant condensation occurring on the inside of the window frames during colder weather when the moisture in the warmer and more humid indoor air condenses onto the cold aluminum window frame or sill.

If you are having condensation or have other concerns with your windows, you can have the existing windows evaluated and/or have new windows designed that will solve these problems.



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Have You Heard of Pickleball?

Submitted by Inspec

Many schools, parks and other organizations with tennis courts are adding striping to their courts for a sport known as pickleball. Pickleball is a racquet sport that combines



elements of tennis, badminton, and table tennis and is played on a court that is 20 feet wide and 44 feet long. Although pickleball looks very similar to tennis, there are two key differences that make the game more accessible and easier to play for a wider range of players including children and seniors.

One of the main differences is the speed of the ball: the speed of the ball in pickleball is typically one-third the speed of the ball in tennis. This is related to the ball itself, which is similar to a plastic waffle ball and instead of a stringed tennis racquet a hard paddle is used. The second main difference is the smaller size of the court, which is about one-third the size of a tennis court. The smaller court area, combined with the slower ball speed, makes pickleball much easier to play than tennis.

Many facility managers are adding pickleball striping on their existing tennis courts to encourage children to play and learn racquet sports. In addition, pickleball is gaining popularity with seniors too.



CUSTODIAL/ MAINTENANCE/ GROUNDS DAYS!

Mark Your Calendar!

**A great way to say thank you
to your custodial/
maintenance/ground staff.**

Metro Chapter

Wednesday 6/18/14 or Thursday 6/19/14
Oakland Jr High, Lake Elmo MN

Southern Chapter

Thursday June 26, 2014
Mankato East H.S., Mankato MN

Northern Chapter

To be announced.

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MASMS CALENDAR

Tuesday, March 11, 2014

Metro Chapter Meeting

Wednesday, March 20, 2014

Northern Chapter Meeting

Tuesday, April 8, 2014

Metro Chapter Meeting

Wednesday, April 17, 2014

Southern Chapter Meeting



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