



The Messenger

Minnesota Educational Facility Management Professionals

THE "TOOL BOX" FOR EDUCATIONAL FACILITY
MANAGEMENT PROFESSIONALS

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\$1,000 MASMS Grant to be Awarded to a MASMS Member School District

MASMS will be awarding the school district of a MASMS member a grant for \$1,000. The project theme this year is "getting students involved in a facility and/or grounds project". This grant will be awarded Friday October 4th, 2013 at the MASMS fall conference.

This grant is to be used in your school for a project that involves students. The project will need to be identified by July 1, 2013 and submitted to MASMS. All applications are reviewed by the MASMS Executive Board and a winner will be chosen from the submissions.

MASMS suggests that you try and involve the students right away—get them involved in picking and defining the project!

Some project ideas include:

- ♦ Landscaping (trees and/or shrubs)
- ♦ Start or revitalize a nature center area
- ♦ Install a low maintenance garden
- ♦ Recycling and/or waste reduction
- ♦ Sponsoring a field trip(s) related to facility and/or grounds
- ♦ Building project

If you are interested in this opportunity please complete the following steps:

1. Identify the project
2. Provide MASMS with an overview of the project
3. Provide MASMS with a timeline for the project
4. Email this information to ruth@masms.org

We look forward to receiving your project ideas and to awarding this to one of our member schools this fall!

2013 MASMS Custodial, Maintenance & Grounds Days

Still Time To Register!

Looking for a way to thank your custodial, maintenance & grounds staff?

Let them know they are appreciated—give them a day of learning, networking and fun!

Metro Chapter—June 12th OR June 13th, 2013
Oak-Land Jr. High School (Stillwater Schools), Lake Elmo, MN

Northern Chapter—June 18th, 2013
ROCORI Public Schools, Cold Spring, Minnesota

Southern Chapter—June 20th, 2013
Mankato Public Schools, Mankato Minnesota

*Registration materials have been mailed! Or register on line at www.masms.org.
Let's make this year the best year ever— we are looking for record breaking attendance!*

**EDUCATIONAL
OPPORTUNITY!**

MASMS 2013 CONFERENCE

Registration forms have been sent out, if you did not receive them, please contact the MASMS Office.

WEDNESDAY OCTOBER 2, 2013

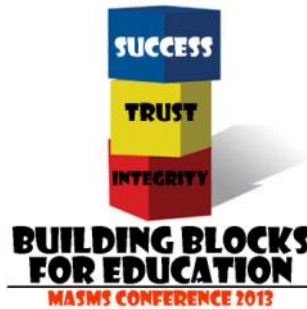
Dollars for Scholars Golf Tournament
Wapicada Golf Course, Sauk Rapids, MN
7:30 PM Vendor Appreciation Reception
Holiday Inn, St. Cloud MN

THURSDAY OCTOBER 3, 2013

Educational Sessions and Trade Show
Holiday Inn, St. Cloud MN

FRIDAY OCTOBER 3, 2013

Educational Sessions &
Small Group Discussions
Holiday Inn, St. Cloud MN



MORE EDUCATIONAL SESSIONS THAN EVER!

41

SESSIONS TO CHOOSE FROM

CONFERENCE EDUCATIONAL SESSIONS FOR 2013

THE TRUST EDGE

"The single uniqueness of the greatest leaders of all time is Trust."

PLAYGROUND SAFETY

Safety, compliance, and maintenance.

WHAT MAKES A CONDENSING BOILER

Condensing boiler technology.

WHO'S MASTER PLAN IS IT?

Effective master planning can save money.

AIR & VAPOR BARRIERS

Learn how Air Barriers and Vapor Barriers are critical to saving energy.

MAINTAINING PAVEMENT

Options for Successful Maintenance.

LEADERSHIP ROLE

Leadership basics. How to run a meeting.

CARE OF CAFETERIA TABLES

Cleaning do's and don'ts.

HVAC FILTRATION

IEQ, Sustainability, and Operational Impacts of HVAC Filtration Options

NATURAL GAS RISK MGMT

Market Trends & Supply Options

ZERO PESTICIDE

MAINTENANCE BALL FIELDS

Turf management practices to minimize the use of herbicides, insecticides and fungicides.

OPTIONS FOR LOW INPUT LAWNS

ACTIVE SHOOTER IN A SCHOOL

WHERE IS THE LEAK COMING FROM?

Leak lessons from others' experience!

STATE OF MN ENERGY SAVINGS

Energy Savings Performance Contracting as a tool to implement Energy Efficiency

BEST PRACTICES IN WASTE PREVENTION & RECYCLING

IAQ CHALLENGES WITH POOLS

Discuss challenges that facility managers face in providing a healthy pool.

ADA REQUIREMENTS FOR BUILDING EXTERIORS

ADA issues you should know about for your buildings' exteriors and grounds.

MICROSOFT EXCEL BASICS

Learn the basics of MS Excel

INCORPORATING 21ST CENTURY SYSTEMS IN A 20TH CENTURY BUILDING

MICROSOFT POWERPOINT BASICS

FIRE DOORS & HEALTHY WALK THROUGH DOORS

What to know when servicing your doors.

GROUNDS CARE IN-HOUSE VS. CONTRACTING



**BREAKFAST
BUFFET & GROUP IDEA
EXCHANGE ON FRIDAY
MORNING!**

CAPSTONE SESSION

Friday October 4, 2013

DON'T MISS THIS CLOSING EDUCATIONAL SESSION

The impact of the building & grounds department. Taking pride in our work!

MINNESOTA ERK CHANGES TO MEET OSHA HAZARD COMMUNICATION STANDARDS

Covers the impact of this new standard on schools and provide direction

COOPERATIVE PURCHASING 101

TIPS & TRICKS FOR PAINTING

Aspects to solve your concerns with slippery floors and corrosion problems.

STORMWATER MANAGEMENT

A Stormwater Facilities Maintenance Program is necessary for ensuring that stormwater management facilities are properly inspected and maintained.

CRISIS MANAGEMENT 101

Concepts and basics involved in maintaining a crisis management program.

MAINTAINING AND PROTECTING YOUR CONCRETE FLOORS


Types of industrial coatings, sealers and stains that can be applied to concrete floors, walkways and pool decks.

Round Tables—Friday October 4th These are Small Group Discussions

Topics:

- Electrical Safety/State Regulations
- Energy Conservation Programs
- Safety Committee Supporting the Educational Mission
- Boiler Operation -MASMS Certification
- Turf/Grass/Trees -Technology

Classes qualify for AFE
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New MASMS Members!

Business Members

Brett Franz, Duro-Last Roofing, Inc.
 Jake Krejce, Earl F. Anderson EFA
 John Rohling, Doyle Security Products
 Rick Clark, Schaeffer's Specialized Lubricants
 Katie Harris, KDent, Inc.

The Health and Safety Program Revenue Application

The Health and Safety Program Revenue Application for the 2013 Payable 2014 Levy will be similar to last year's application process.

School districts will need to have a school board approved Health and Safety Policy with the addition of estimated Health and Safety costs for fiscal years 2013, 2014, and 2015.

The school board will either adopt any updates to the Health and Safety Policy, or in the event there are no changes, the school board will approve the Health and Safety Policy as it currently exists. Board minutes identifying FY 13-15 estimated H&S expenditures by finance code and a school board adopted Health and Safety Policy will need to be submitted to regional management assistant professionals by July 19, 2013.

School districts that are not members of a service cooperative may submit their application electronically to MDE at

michael.oxborough@state.mn.us.

Questions?

Contact Michael Oxborough, MDE Division of School Finance
 (651) 582-8509—michael.oxborough@state.mn.us



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The May 14th MASMS State Meeting—very informative!

The first educational session, “How to make wise decisions to get the best return on your cleaning staff”, presented by Scott Haag & John Dalman, Hillard, was educational and interesting!

The second session “A Look at School Safety from an intelligence and Facility Security Perspective”, present by Brian Boelter, BLB Consulting and two former FBI & CIA Veterans was educational, entertaining and informative!

The new “Business Member Boot Camp” for business members presented by Mike Boland, No. St. Paul-Maplewood-Oakdale Schools and Scott Hogen, New Ulm Schools (probably the first time they ever did an educational session in a chapel!). It gave our Business Members insight into what Building and Grounds Directors and staff deal with daily. Very insightful.



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insights
cleaning tips

HILLYARD

Carpet Care Tip: Spills, Spots, and Stains!

Spills on carpet become ugly spots. When spots dry – sometimes quickly – they become permanent stains. Stains can be very hard, if not impossible, to remove.

After trying to remove a stain with the old “every-carpet-spotter-in-the-cabinet” trick, the stain can get locked into the carpet fiber even more. It’s frustrating to say the least!

Try this simple spotting procedure the next time a nasty stain makes an appearance:



1. Dampen a clean white terry cloth towel with cool water.
2. Place the towel over the stain.
3. Apply light pressure to the towel.
4. Allow the towel to remain in place on the stain for at least two hours.
5. Remove the towel using a clean area of the towel to blot the stain until color no longer transfers from the stain.
6. Refer to your Hillyard Carpet Solutions Spotting Chart; use the appropriate spotting agent for your stain. Then follow the steps outlined on the spotting chart.
7. If the spot remains or returns, reapply a clean terry cloth towel dampened with Hillyard Double Down®. (Note: always pretest Double Down in an inconspicuous spot before using on carpet.) Allowing the towel to remain in place for at least one hour.
8. After one hour, use a dry white terry cloth towel to blot the area until dry.

MASMS is accepting enrollment in the MASMS Certification Program.

Information and enrollment on this certification program may be reviewed at the MASMS website or by contacting the MASMS office (ruth@masms.org).

The process of achieving and maintaining MASMS certification ensures that you are continually improving and refining your skills.

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MASMS Web Site
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The MASMS Memo Board

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MASMS CALENDAR

June 12 & 13th, 2013 Metro Chapter - Custodial/Maintenance/Grounds Days, Lake Elmo, MN
 June 18, 2013 Northern Chapter - Custodial/Maintenance/Grounds Days, Cold Spring, MN
 June 20, 2013 Southern Chapter - Custodial/Maintenance/Grounds Days, E HS, Mankato MN
 July 17, 2013 Southern Chapter - Aquatic Seminar/Picnic, Duck Lake Madison Lake MN
 October 2, 2013 MASMS Scholarship Golf Event, St. Cloud, MN
 October 3 & 4, 2013 STATE CONFERENCE, St. Cloud, MN



November 14-15, 2013
 Kalahari Resort &
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