



MASMS wishes you every happiness for you and your family throughout the holiday season and the coming year.

Wishing you all the hope, wonder, and joy that the season can bring and may the magic and the wonder of the holiday season be with you throughout the coming year.

TRY SOMETHING NEW

2024 | The year to try something new
at your Chapter Meetings!

Over the next few months, you will see a survey asking you what we can do to make your chapter meetings more valuable for you.

Over the next few weeks we ask members to think about this—
what can MASMS do at the chapter level that would truly help?

What can we do and/or offer to have you consider attending your MASMS Chapter Meetings on a regular basis?

**Please keep a few notes on what ideas you have,
so when you see the survey you have great ideas for us!**

Some ideas being thrown around include:

1. Have more paid speakers, on topics specifically suggested by members.
2. Holding meetings less frequently, but having them as full day meetings that would include some product demonstrations from our business members. Something like a “mini” chapter conference day.
3. Add tours of local businesses that would be of interest to chapter members.
4. Add tours of local schools that would be of interest to chapter members.

**ANY AND ALL IDEAS you may have,
please share with the MASMS office.**



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MASMS Office Email:
office@masms.org



Message from the Board Kain Smith MASMS State President Elect



Happy Holidays Everyone,

What a crazy time of year, yet a great time of year. I hope everyone had the opportunity to gather with friends and family over Thanksgiving. As usual I ate enough for everyone and now, I must figure out how to lose weight before the next holiday. I wish that was my only issue I don't know about everyone else, but trying to get a Christmas list from my family is like pulling teeth. I'll ask someone in my family what they want for Christmas and I'll either get a "I don't know", or I'll get no response at all. Now either I've done a great job with my family and have given them everything they could ever want, or they don't want to take the time to answer the question and give me some feedback. I like to think I've done the first suggestion, but I'm probably going to lean more towards the last suggestion.

I bring this up not to bore you with my Christmas shopping struggles, but to bring attention to an ongoing problem the Executive Board has been running into for a couple years now. The lack of feedback on Why hasn't School Professional attendance rebounded at Chapter meetings since covid? This is an issue we have asked members for feedback and suggestions on for the past couple of years with very little success.

We need your feedback to help us solve this issue. Our chapter meetings are an important part of MASMS. When I first joined the organization chapter meetings were a great place to learn about certain topics, meet new people, continue relationships with the people I already knew, and to get a break from the daily chaos we encounter at work. Our chapter leaders are working hard to bring in learning sessions members want, but with very little feedback from members we are struggling to figure out what exactly members are wanting to see or what we can do to help get members back to these meetings.

The executive board is in the process of creating a survey to hopefully help guide us in helping all members to attend their chapter meetings. I urge every member to take the time to respond honestly. We as a board take every comment and suggestion into consideration whether it's positive or negative. You need both to make great educated decisions. We all know how important this organization is to us and our professional growth. Together we can make improvements to our chapter meetings that will benefit all members moving forward. We just need your honest feedback.

Thank you for your time and everything you do to keep our schools running and safe. From the executive board to all of you we hope you all have a great holiday season.

Take care, Kain Smith



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Vendor Corner



Mike Remington, Inspec
MASMS Vendor Rep

Building Business Relationships Part 3 of 3

Last month's article outlined some various ways that you can use to build new business relationships including joining organizations (like MASMS), mingling, being a resource for others, asking questions and also trying to find opportunities for face-to-face meetings versus always being online. This month we will talk about some important personal traits that can help you build and maintain business relationships:



Be Yourself / Be Authentic – Try the best you can to just relax and be yourself, it is easier to build and maintain business relationships when you start them in an authentic way. Being authentic helps show your clients and team members that they can trust you. You can better show your authentic self to others by improving your communication and interpersonal skills, and by becoming a better listener too. This can help others feel more comfortable around you and trust that you are being genuine and offering true support and caring.

Be Honest – People won't trust you if aren't honest, it's that simple! Sometimes it's uncomfortable but be honest about things like your pricing and capabilities, don't "oversell" or make promises you can't keep. It goes along with being authentic, be straight with people even if it is difficult to do in some situations.

Be Patient – It took me awhile to understand this important fact myself: business relationships can take a long time to pay off. Many times it takes years of developing and maintaining a relationship before you may actually end up working with someone or being there when they need help you can offer. It isn't about "selling", it's about developing a lasting relationship. Whatever you do or sell, not everyone needs your help all the time, the goal is to be there when they need the help you can offer them which can take years. Be patient and be in it for the long haul!

Be Trustworthy – My mentor Dick Phillips taught me an important lesson about the three steps of building a successful business relationship: First they need to know you, they need to know who you are and what you do. The second step is they need to like you, if you are not likable why would they want to deal with you or get to know you better? The third and final step is they need to trust you, they need to know they can rely on you. Building trust takes time, you need to consistently deliver and fulfill your promises to gain trust. Being trustworthy greatly affects your reputation and not only are your existing business relationships more likely to stay connected with you if they can trust you but those existing connections will also feel more comfortable referring you and your services or products to others.



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Welcome New Educational Members

Jason Ender
Wabasha Kellogg ISD

Welcome New Business Members

Paul Benson
Peterson Sheetmetal

Wayne Semerad
ServiceMaster Professional Services

The MASMS Southern Chapter has new officers!



Colin Green, Waseca ISD
Southern Chapter Secretary



Scott Stockdale, Pine Island ISD
Southern Chapter Vice President



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Open Committee Positions:

We are looking for four MASMS members to be part of the Award/Recognition Committee. This committee picks the members to receive recognition awards at the fall conference.

Committee members would start in January 2024.

Open Chapter Positions:

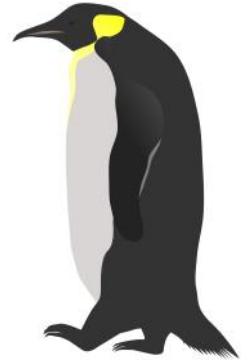
- Director for the Northern Chapter
- Secretary for the Northern Chapter

Please contact the MASMS office for more details on these positions.

Please consider becoming more active in your Chapter!



Walk like a Penguin Season



The MPCA issued a Minnesota Statewide Chloride Management Plan (CMP) in 2021. Minnesota is the first state to issue a statewide CMP. To address chloride impacts to Minnesota water resources, the MPCA has worked with local stakeholders to develop the CMP; designed specifically to minimize chloride use in the state of MN. The

CMP asks everyone statewide in Minnesota to reduce their salt use. The CMP is intended to be useful for understanding the importance of chloride reduction across Minnesota.

There are several sources of chloride to Minnesota water resources: 1) salt applied to roads, parking lots, and sidewalks for deicing; and 2) water softener brine discharges to municipal wastewater treatment plants are the largest sources to date.

Our school district employees want safe parking lots and sidewalks. Understanding the level of service goals and using the appropriate materials and application rates for the weather conditions, allows you to efficiently ensure this. Clean and neat parking lots and sidewalks are important to the public. By using less material and increased winter sweeping, there will be less tracking into buildings and less damage to flooring. Proper snow storage makes debris removal in the spring easier. Covered storage of deicers will reduce loss of material, protect water, and is more aesthetic. Using best practices such as these will keep parking lots and sidewalks looking neat and provide our district employees safe passage to and from our facilities. Superintendents and business managers want affordable snow and ice control. The use of sophisticated chemicals, equipment and improved strategies may require education and a larger budget up-front; however, these costs are quickly recovered by reduced operation and maintenance costs. The protection of lakes, streams, and wetlands is important. Educating customers on your sustainable winter maintenance approach will allow them to have a hand in protecting our water.

Continued on Page 6



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Walk like a Penguin Season *(Continued from Page 5)*

Members of the MPCA will join our Monthly Health and Safety Chat on Thursday December 21st to share information about the CMP and discuss best practices to help us keep people on their feet during the winter and reduce our annual costs for keeping our parking lots and sidewalks safe and clean, as well as reducing the work it takes to keep the interior of our buildings clean. I hope you can zoom in!

Did you Know?

I listened to BrightWorks Monthly Safety Meeting this morning featuring Jason Russell from Secure Environment Consultants. Did you realize that during a school emergency, EVERYONE with a cell phone, whether students in a building or all of their parents at work, will jam the cellular capabilities of the closest towers? Does your Emergency Action Plan rely on cell phones to communicate during an emergency? Having an independent radio system in place and used as a part of the normal operating procedures on a daily basis will enable your district to maintain strong communications during an emergency.



Other considerations for your buildings to aid emergency personnel; Do you refer to classrooms and exterior doors by a person's name or objectively by the room/door number - emergency personnel likely don't know where Ms. Johansson room is. Referring to doors and rooms objectively on a daily to day basis will make it a natural response during a stressful time.

When was the last time you took the members of the police department and fire department on a tour of your buildings? While having them tour every building this year is likely very time consuming, set up an annual month to tour them through a couple of your buildings. This time can be valuable also to hear what information they would want to know when they need to make an emergency visit to a building. (Remember, not all emergencies are active shooters, it may be a medical emergency which happens regularly across town.)

Use Free and Social Resources

Finally this month, a reminder that there are many opportunities to engage your brain which are low and no cost opportunities to be proactive rather than reactive. The demands on our time as school district leaders are tremendous. However, it is important to engage your brain with new ideas, confirmation of your procedures by listening to others' procedures and to interact with others in your position to know you aren't alone in your work to keep the educational process happening with as few flaws as possible.

Check our your local Service Cooperative's schedule each month for free or low cost opportunities. As always MASMS chapter meetings are a great way to build knowledge and comradery with your peers around you. And don't forget about the monthly MASMS Health and Safety Tool Box Chat the third Thursday of each month.

I hope you have a snowless but WONDERFUL Holiday season!





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Ways to Cope with Holiday Stress:

1. **Preventing Burnout—It's OK to say No!** | It's important to prioritize and simplify!
2. **Take a Break** | Many families have that one member who can turn a pleasant conversation into a family feud. If you see things are starting to take a turn for the worse, try not to let it escalate. There is no shame in removing yourself from the situation. Get up and leave the room or step outside until everyone cools down.
3. **Financial Stress** | Holiday spending can easily leave people in debt, contributing to stress that may last well into the new year. This year's inflation is only adding to the financial burden. Try to avoid overspending and focus on celebrating together and showing affection by being present, engaging, and supporting each other. Instead of one gift per person, consider a Secret Santa, instead of expensive gifts, consider homemade or handmade items, that may carry special meaning to those receiving them.
4. **Accept Imperfection** | Can good be good enough? As we gear up for the holidays, we often set the bar impossibly high for ourselves and then feel upset when our celebrations don't live up to expectations. Before you start preparing, acknowledge that things may not go exactly as planned. "It's OK if it's not perfect."
5. **Get Some Fresh Air and Sunlight** | Even if you're not a big winter sports enthusiast, getting outside and some fresh air and exposure to sunlight can help relax you and lift your mood. Many people struggle with some feelings of depression during the winter months with fewer hours of sunlight and more time spent indoors. Walking outside in the sun can be an effective centering and calming tool.



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MASMS is offering CPS class on February 6th & 7th, 2024.

CPS is required for the MASMS Certification Program. It will be held in St. Cloud at the Holiday Inn.

Dates: Tuesday February 6th & Wednesday February 7th, 2024

Cost: MASMS covers the cost of hotel and lunch both days. Cost of CPS is \$500. The CPS Exam and materials are provided by AFE, and MASMS has a contract with them for the discounted rate of \$500.

Location: St. Cloud Holiday Inn & Suites, 75 ~37th Ave South, St. Cloud, MN

Instruction: This class is a review of the study materials, and is not meant to be a complete instruction. You must spend the necessary time studying the materials prior to the class. The first 1 ½ days will be a review of the study materials; the last ½ day will be the test. Maureen Mullen, MASMS CPS Certified Instructor will be facilitating this class.

You must give yourself enough time to study prior to this class – we suggest 6 weeks.

If you would like to sign up or have any questions, please contact the MASMS office at 320-685-7585 or at office@masms.org and registration forms will be emailed to you.



Once the registration forms and payment are received at the MASMS, the study materials will be mailed to you.

Certified Professional Supervisor (CPS) Certification

The Certified Professional Supervisor (CPS) credential is designed to validate your skills as a competent manager. Focusing the efforts of other professionals and resources into sustainable solutions that move strategic goals forward illustrates skills that can be applied to any business setting, making the CPS a credential applicable to any industry. Professionals holding the CPS credential possess the required demeanor and expertise to motivate and train front-line employees as well as their supervisors. Earning the AFE CPS demonstrates your readiness to be an integral contributor to the achievement of your organization's growth strategies



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Find out all the answers to questions you see MASMS members post.

Go to www.masms.org and select the QUICKLINK labeled Questions and Answers From MASMS Members



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Ideas on how to take the time to enjoy the season with your co-workers! Taking the effort to celebrate with your team goes a long way in making them feel appreciated!

- Host a potluck lunch!
- Host "Holiday" sweet breaks—have staff bring in a holiday sweet to share -have 3 or 4 staff bring in sweets each week during the Holiday Season.
- Do a group service activity. Collect for the local toy drive, donate to a homeless shelter, etc. Everyone enjoys getting gifts, but giving is even more powerful. Find a cause that's important to your staff and allow them to serve.

JANUARY 2024

BOOT CAMP Registration | 3 Spots Open

Boot Camp Information | The MASMS Boot Camp is specifically designed to provide training for facility professionals. It is of great value for newly employed facilities managers or seasoned veterans.

Dates & Time: Wednesday January 17th and Thursday January 18th, 2024
8:00 AM to 4:00 PM with dinner at 6:00 PM on Wednesday evening.

Location: Holiday Inn, St. Cloud, MN

Cost: MASMS covers the cost of this training. This includes cost of class, hotel rooms, and meals. (Wednesday lunch and dinner; Thursday breakfast & lunch; and breaks).

The following Topics will be Covered

Standards - Best Practices - Equipment Needs - Management Tools
Inspections/Checklist - Budgets - Training - Staff Management and Development



Course Description

This course will provide practical experience and proven techniques to help improve skills in the facilities management field. We will describe today's best maintenance practices and show how other schools have developed high performance facility departments

- Improve management skills
- Optimize maintenance department performance and productivity
- Increase leadership skills
- Prepare facilities department for the day to day challenges

Instructors

This course is taught by seasoned experienced facility staff from public schools. Kain Smith (Faribault ISD), Dan Kretsinger (Richfield ISD), Chris Pint (Rosemount-Apple Valley-Eagan ISD#196) and Laura Masley (Elk River Schools).

Questions

Contact Ruth at the MASMS office with questions or to register. (office @ masms.org or 320-685-4585)



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Go to www.masms.org, Select "Resources"

Under "Quicklinks"

Select "Job Descriptions & Interview Questions"

We are always looking for more job descriptions and interview questions. If you would like to share, please contact the MASMS office!

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FREE Consulting Services to MASMS Members

Ron Bratlie, President of ABC Educational Services is offering to provide FREE consulting services to MASMS members regarding School District finance, budgeting, administrative policies and procedures, and new construction and renovation planning. Ron has been a MASMS member for over 25 years and was State President in 2007. He has over 40 years of school district administrative experience and has received several local, state, and national awards for his involvement in planning and construction of energy efficient and environmentally friendly school buildings at Elk River. His contact information is ronbratlie@gmail.com and 763-360-2539.

MASMS is accepting articles for the MASMS Newsletters.

We ask that articles submitted be generic in nature – they can relate to products you provide, but not specific to brands. Any mention of specific companies or brands will be removed before use. Articles that pertain to specific issues in schools would be good.

If the article is used, you and your company will receive the by-line on the article. Articles should not be more than one page in length (if possible). Pictures are great. Please try not to submit PDF files, as they need to be converted, and that does not always work well!

Please contact the MASMS Office with questions!



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MASMS Members are members of the Minnesota Turf and Ground Association

As a member of MASMS, you also are considered a member of the Minnesota Turf and Grounds Foundation (MTGF) -- at no extra charge.

MASMS is one of seven allied associations making up the MTGF. A benefit of your MTGF/MASMS membership are discounted rates at [Northern Green](#) which is just around the corner from January 23-25, 2024 at the St. Paul RiverCentre.

The mission of the [Minnesota Turf and Grounds Foundation](#) is to promote the Green Industry in Minnesota through support of research, education and outreach at the University of Minnesota and elsewhere.

Keep up with the current news and funded research from the MTGF by going to the [website](#) and reading the [MTGF Clippings](#) magazine's.



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JOB POSTINGS Go to www.masms.org and select the QUICKLINK labeled Job Postings. Jobs are posted daily for positions throughout the state.

MASMS Calendar

| | |
|-------------------|---------------------------|
| December 12, 2023 | Metro Chapter Meeting |
| December 13, 2023 | Northwest Chapter Meeting |
| December 21, 2023 | Northern Chapter Meeting |
| January 9, 2024 | Metro Chapter Meeting |
| January 17, 2024 | West Chapter Meeting |
| January 18, 2024 | Northern Chapter Meeting |
| January 25, 2024 | Southern Chapter Meeting |