



## Internal Correspondence

To: R. Hillmer - 2-33, R. Kethcart - 2-17, Date: July 1, 1981  
M. McCauley - 2-02, R. Colwell - 3-11,  
D. Wingerter - R-25, J. McCorkle - R-33, B. Philp - 2-12  
From: R.G. Ducey *[Signature]*

Copies: D. W. Korte, 2-12; W.E. Buch, 2-12

Subject: SPM WORKSHOP  
AUGUST 5, 6, AND 7

*Rec'd  
7/1/81*

We are conducting an SPM Workshop for the Northeast BSD District and the Denver Territory on the above dates. You are invited to attend, including cocktail hours and the dinner on August 6.

We are attaching the proposed agenda and instructions to attendees. Please advise whether or not you can attend.

MTC 016843



Johns-Manville

## Internal Correspondence

Northeast and Denver Territory Sales Personnel

To: C. Ford, NERSO, B. Rector, NERSO,  
V. Greco, 3 N DVR, E. McConnel, 3 N DVR

Date: June 29, 1981

From: R.G. Ducey

Copies: J.F. Sloan 2-10, G.R. Trudell 2-10, D.W. Korte 2-12, W.E. Buch

Subject: SPM ROOFING SYSTEMS WORKSHOP  
August 5, 6, and 7

You have previously been invited to the SPM Roofing Systems workshop in Denver. Further details are as follows:

I. Arrival:

We suggest you arrive on August 4th.

II. Location: Sheraton Denver Airport Hotel, 3535 Quebec Ave.  
Denver, Colorado (Phone: (303) 333-7711)  
Brochure enclosed

III. Hospitality:

You are welcome to join us for cocktails after 6 P.M.  
on August 4th, in the Presidential Suite of the hotel.

IV. Food Services:

A buffet breakfast will be served at 7:00 in the  
Evergreen Room on August 5, 6, and 7. A group lunch  
will be served on August 5 and 6 in the same room. We  
will have a group dinner on August 6.

V. Dress:

The SPM Roofing Systems Workshop will include 1/2 day  
of actual working with the SPM Roofing Materials. We  
urge that you bring a pair of jean-type pants and  
sport shirt or blouse to wear during this time. We  
will furnish disposable laboratory coats.

The dress for all other meetings will be normal  
business attire.

MTC 016844

SPM ROOFING SYSTEMS WORKSHOP  
AUGUST 5, 6, and 7  
Page 2

VI. Expenses:

All normal business expenses will be reimbursed to you. Submit an expense account to your District Manager upon your return to your home location.

VII. Departure:

The meeting on August 7 should adjourn at approximately 12:00 noon.

To take advantage of Supersaver fares, we are requesting that you return to your home on Saturday, August 8. We will arrange some suggested activities for Friday afternoon. You will have room reservations for Friday night at the Denver Airport Sheraton. The hotel is 10 minutes from the airport. We suggest you depart from the hotel one hour before your plane departure time.

We are looking forward to seeing you in Denver on August 4th.

MTC 016845



Johns-Manville

Building Systems Division

Ken-Caryl Ranch  
Denver, CO 80227  
(303) 979-1000

# SPM Roofing Systems



## AGENDA

### SPM ROOFING SYSTEMS WORKSHOP

~~THEME: WE'RD THE ONE~~

District Managers, Assistant District Managers, District Engineers  
and Sales Representatives

August 5

April 21 - A.M. Groups I & II

8:00 - 8:05 Slide Presentation

8:05 - 8:15 Welcome and Outline of Objectives

G. Trudell

8:15 - 8:25 The Changing Market

R. Ducey

8:25 - 8:55 SPM Product Line

R. Ducey

8:55 - 9:45 Why did Johns-Manville choose EPDM?

R. Garcia

9:45 - 10:10 Coffee Break

10:10 - 11:50 Detailed Review of SPM Roofing Systems  
Materials and Application Procedures

R. Ducey

11:50 - 12:00 Outline of P.M. Program

W. Buch

12:00 - 1:15 Lunch

August 5

April 21 - P.M. Group I Stay at Hotel

1:15 - 1:45 Roof Decks

W. Diedrich

1:45 - 2:30 Vapor Retarders and Roof Insulation

A. Sowers

2:30 - 3:00 Specification SE4B

R. Ducey

3:00 - 3:15 Break

3:15 - 3:30 Specification SE4B

R. Ducey

3:30 - 4:15 SPM Flashings and Details

D. L. Wells

4:15 - 4:45 Reroofing with SPM Roofing Systems

G. Constantin

MTC 016846

Page 2

August 5

~~April 21~~ - P.M. Group II at Warehouse - Leader W. Buch

1:15 - 4:45 Warehouse - Lab Workshop (see Page 3)

5:30 P.M. Hospitality - Presidential Suite

August 6

~~April 22~~ A.M.

8:00 - 11:45 Group II Stays at Hotel

Group I Goes to Warehouse

(Repeat April 21 P.M.)

11:45 - 1:00 Lunch

August 6

~~April 22~~ P.M. - Group I & II at Hotel

1:00 - 1:30 The SPM Roofing Systems Manual R. Ducey

Section 1 - Introduction

Section 2 - Statement of Policy

Section 3 - Pre-Roofing Conference

Section 5 - Roof Cuts

1:30 - 3:00 Approved SPM Roofing Systems G. Constantin

Contractor Program

SPM Roofing Systems Guarantee Program

3:00 - 3:15 Break

3:15 - 4:30 Computer Drawing Program W. Diedrich

4:30 - 5:00 SPATS W. Buch

6:00 - 7:00 Cocktails

7:00 - Banquet

August 7

~~April 23~~ A.M. - Group I & II at Hotel

8:00 - 8:05 Opening and Housekeeping R. Ducey

8:05 - 8:45 Pricing and Merchandising Plan R. Ducey

8:45 - 9:00 SPM Compensation Plan G. Trudell

9:00 - 9:30 Advertising B. Crow

9:30 - 9:45 Break

9:45 - 11:30 Round Table Discussion Entire Staff

11:30 - 11:50 Close G. R. Trudell

11:50 - 12:00 Closing Slide Show

MTC 016847

LAB - WAREHOUSE WORKSHOP

| <u>PM</u> | <u>AM</u> |                                                              |                      |
|-----------|-----------|--------------------------------------------------------------|----------------------|
| 1:15      | (8:00)    | Leave Host Hotel                                             |                      |
| 1:30      | (8:15)    | Total Group Orientation in Lab Warehouse                     | W. E. Buch           |
|           |           | Product Show and Tell - with actual products                 |                      |
|           |           | Workshop Stations - Explanation and Staff Introduction       |                      |
|           |           | 1) Full Sheet - Handling, Unrolling, Alignment               |                      |
|           |           | Overlap and Edge Splice                                      | F. Patry             |
|           |           | 2) Inside and Outside Corner Flashing (Two duplicate Tables) | C. Bloom & R. Garcia |
|           |           | 3) Drain Flashing (Metal, Plastic)                           | R. Walters           |
|           |           | 4) Vent Pipe Flashing                                        | R. Fearn             |
|           |           | Assign Sub Groups A,B,C,D,E,F                                |                      |

Lab - Workshop Schedule - by Sub Group

|      |         | 1) Full Sheet                | 2) Corner Flashing<br><u>Table 1</u> <u>Table 2</u> | 3) Drain | 4) Vent |                 |
|------|---------|------------------------------|-----------------------------------------------------|----------|---------|-----------------|
| 2:00 | (8:45)  | A,B                          | C                                                   | D        | E       |                 |
| 2:20 | (9:05)  | "                            | "                                                   | "        | F       |                 |
| 2:40 | (9:25)  | E,F                          | A                                                   | B        | C       |                 |
| 3:00 | (9:45)  | "                            | "                                                   | "        | D       |                 |
| 3:20 | (10:05) | C,D                          | E                                                   | F        | A       |                 |
| 3:40 | (10:25) | "                            | "                                                   | "        | B       |                 |
| 4:00 | (10:45) | Special Assembly Displays    |                                                     |          |         | W. Buch & Staff |
|      |         | Recap, Discussion - Clean-up |                                                     |          |         |                 |
|      |         | Lab Graduation               |                                                     |          |         |                 |
| 4:30 | (11:15) | Leave Lab warehouse          |                                                     |          |         |                 |
| 4:45 | (11:30) | Arrive Host Hotel            |                                                     |          |         |                 |