Asbestos Textile Institute document ATI-182: Asbestos Textile Institute Board of Governors Minutes, December 1, 1...
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OFFICERS

Presi ..... F. J. Wakem
Vice President ..... J. F. Corcoran
Treasurer ..... J. G. Schoepf
Secretary ..... M. C. Shaw

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BOARD OF GOVERNORS

F. J. Wakem

J. F. Corcoran
G. S. Fabel
G. W. Marshall
A. J. Scanlan
J. G. Schoepf
D. W. Widmayer

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LEGAL COUNSEL

M. I. Ruddock
Cadwalader, Wickersham & Taft

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COMMITTEES

Sales Promotion:
- A. E. Whitfield, Chair.
- J. A. Bettes
- A. R. Byrnes
- G. J. Harris
- W. G. Hoffer
- A. J. Scanlan
- J. G. Schoepf
- E. A. Schuman

Air Hygiene:
- H. M. Jackson, Chair.
- J. D. Beatty
- D. L. Holmes
- B. W. Luttenberger
- G. A. Novak
- R. B. Smith
- J. W. Weber

Technical:
- J. D. McCluer, Chair.
- D. V. Asten
- E. C. Cutler
- C. R. Frederick
- M. S. Maier
- M. W. Oliver
- A. W. Summers
- J. L. Tucker

Fiber Procurement:
- G. S. Fabel, Chair.
- J. F. Corcoran
- A. W. G. Gibb
- J. A. Marcotte
- G. W. Marshall
- A. J. Scanlan
- J. G. Schoepf

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MEETING SCHEDULE

Wednesday, December 1, 1954:

Committee Meetings:

Technical Committee -- 9:30 A.M. - 5:00 P.M.
Valley Forge

Air Hygiene Committee -- 9:30 - 5:00 P.M.
Suite 306

Sales Promotion Committee - 9:30 A.M. - 5:00 P.M.
Secretary's Suite

Board of Governors:
Meeting -- 5:30 P.M. -- Secretary's Suite

Thursday, December 2, 1954:

General Meeting -- 9:30 A.M. -- Colonial Room
Luncheon -- 12:30 P.M.

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GENERAL MEETING AGENDA

Call to Order by the President -- 9:30 A.M.
Minutes of Last Meeting
Treasurer's Report
  Budget Comm. Report
Secretary's Report
Legal Counsel Report
Committee Reports:
  Air Hygiene -- H. M. Jackson
  Sales Promotion - A. E. Whitfield
  Fellowship Report - M. C. Shaw
  Technical - J. D. McCluer
  Fiber - G. S. Fabel
Guest Speakers
Old Business
New Business
Adjournment
Luncheon

PLAINTIFF'S EXHIBIT
ATI-182

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MINUTES of the Meeting of the Board of Governors of the Asbestos Textile Institute held December 1, 1954 at Philadelphia, Pa.

IN ATTENDANCE:

F. J. Waksm, President
JOHNS-MANVILLE CORP.

ASTEN-HILL MFG. CO.
J. G. Schoepf

KEASBEY & MATTISON CO.
A. E. Whitfield

RAYBESTOS-MANHATTAN, INC.
J. A. Bettes

SOUTHERN ASBESTOS CO.
G. S. Fabel

UNION ASBESTOS & RUBBER CO.
J. F. Corcoran

CADWALADER, WICKERSHAM & TAFT
M. I. Ruddock

ASBESTOS TEXTILE INSTITUTE
M. C. Shaw

1. The meeting was called to order by the President and recognition was extended to Mr. J. A. Bettes, in attendance representing G. W. Marshall; and Mr. A. E. Whitfield, in attendance representing D. W. Widmayer.

2. The first subjects for consideration at this meeting were the reports by the chairmen of the active committees of the Institute, covering the work of these groups during the past quarter and in the meetings held on this date.

a) The first report was presented by H. M. Jackson, Chairman of the Air Hygiene Committee, who reviewed the several projects presently under consideration by this committee and recounted the results of the discussions held during the course of the meetings held earlier on this date. The full report covering the activities of this committee is attached as a part of the minutes of the General meeting.

b) The Technical Committee report was presented by J. D. McCluer, Chairman of the Technical Committee, and the work of this committee in session on this date was reviewed in detail. During a part of this meeting, the Sales Promotion Committee met jointly with the Technical Committee to consider problems of mutual interest related to Federal Specification revisions and the results of these joint considerations were discussed. The full report of these committee activities are included as a part of the minutes of the General meeting.

c) The Sales Promotion Committee report was presented by A. E. Whitfield, Chairman of that Committee, and the considerations of this group, in meeting on this date, were reviewed. A request by the Hallmark Institute for a write-up covering the purpose and activities of the Institute was considered earlier by the committee and the treatise as drafted by Dr. Shaw and edited by Mr. Ruddock and Mr. Whitfield was presented at this meeting for approval. The text as presented at this time was found to be in order and approval was granted for its use in answer to the Hallmark request. A full report covering the activities of the Sales Promotion Committee is attached as a part of the minutes of the General meeting.

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3. Following the committee reports the business session of the Board of Governors was opened. As the first order of business the President called for the reading of the Minutes of the last meeting of this Board. Upon a motion by G. S. Fabel, seconded by J. A. Bettes and unanimously approved, it was agreed that "since all members were in possession of the Minutes under consideration and were familiar with the transactions therein set forth, the reading at this time should be omitted and the minutes be approved as distributed".

4. The report of the Treasurer was the next subject presented for consideration. The Treasurer's report was drafted by the auditor, Mr. S. C. Gehman and the Asst. Treasurer, M. C. Shaw, was presented for review. The report as issued was approved and it was recommended that the full report be presented to the General meeting for acceptance.

Also included as a part of the Treasurer's report for this meeting was a report covering "Considerations for the Budget Committee" as drafted by the Assistant Treasurer. It is customary that a budget committee, composed of members of the Board of Governors, hold a meeting prior to the meeting of the Board of Governors for consideration of the Budget requirements for the Institute for the following year and that a report of this committee be presented at the fourth annual meeting of each year for consideration by the Board of Governors. However, in view of the short period of time between the third and fourth quarterly meetings this year, it was deemed advisable to have the entire Board of Governors membership serve as the Budget Committee and act upon a report proposed by the Assistant Treasurer.

The report titled "Budget Considerations for 1955" served as the basis for discussions in these matters and is attached as a part of the Minutes of the Board of Governors. Following a full discussion of the report it was moved by G. S. Fabel, seconded by J. G. Schoepf and unanimously agreed that the "Proposed Budget" as set forth in the report, totalling $21,500.00, be approved. The Secretary was directed to so advise the accountant of this action and further direct that the necessary assessments be issued to the members and associate members to meet this budget.

5. The Secretary's report was presented by the Secretary and a copy of this report is attached as a part of the Minutes of the General meeting.

In the discussion pertaining to that part of the report related to the quotations on the Abradoflex it was moved by G. S. Fabel, seconded by J. A. Bettes and unanimously agreed that a new machine should be purchased for the research laboratory, such a machine being provided with the accessory dust collector chamber and the elevated temperature oven. Upon procurement of the new machine the laboratory will provide complimentary services to the members of the Institute in accordance with an acceptable schedule. Non-members of the Institute may also have test work carried out in our laboratory at a fixed charge per test. The complimentary schedule and the fixed charges to be made are to be established by the Fellow and submitted to the Board of Governors for consideration at the next meeting and to contain adequate safeguards to prevent the volume of testing from interfering with the research activities of the Fellow.

The Secretary also reported that two visual aid displays are presently available for placement and in this regard it was suggested by Mr. Bettes

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that Franklin and Marshall College, Lancaster, Pa., would possibly accept one display for exhibition. This suggestion is to be followed up by the Secretary.

6. The next subjects introduced for consideration at this meeting related to matters of old business.

Traffic Committee. During the course of the last General meeting there was a suggestion introduced regarding the advisability of activating a traffic committee within the organization of the Institute. In an effort to explore the possible need for such a group, the Secretary directed correspondence to each member of the Board of Governors in an effort to obtain opinions for consideration at this meeting. The consensus of the opinions rendered indicated that the formation of such a committee would not serve any useful purpose for the Institute. It was suggested by President Wakem that when and if specific problems related to this subject arise the traffic authorities within the several member companies might be called upon for consultation and further volunteered the services of Mr. Scully, Johns-Manville Corp. for such service should such an occasion arise. It was unanimously agreed that the formal formation of such a group as an organ of the Institute should not be conducted.

New Members. At the last meeting of the Institute, Mr. R. E. Cryor indicated that Cape Asbestos Company Ltd., the parent organization of North American Asbestos Corporation, would probably apply for associate membership in the Institute in the near future. Since that time further word was received from Mr. Cryor and in his letter dated November 22, 1954 to Mr. Widmayer, formal application for associate membership by Cape Asbestos Company Ltd., was presented. A copy of this letter is attached as a part of the minutes of this meeting. Following due consideration of this application it was unanimously agreed that this application be approved, effective January 1, 1955.

Asbestos Display, Dept. of Commerce. At the last meeting of the Institute Mr. H. B. Sharpe suggested the possibilities of placing our Visual Aid Display on exhibit in the Commerce Building. During the ensuing months further activity has been promoted along these lines and there is presently a movement under way toward the placement of an extensive asbestos display at this location, such a display to set forth all forms of asbestos products on an industry-wide basis. The Visual Aid Display of the Institute would be part of the overall exhibit.

Mr. C. C. Kelsey, Secretary-Manager, Asbestos-Cement Products Association, is presently organizing this exhibit and further developments are expected in the near future.

7. Subjects of new business were next introduced for consideration.

New Members. During the past quarter, inquiry was received from Montero, S. A., Industria Del Amianto Y Caucho, Bilboa, Spain, seeking information regarding the possibility of attaining associate membership in the Institute.

In view of the lack of sufficient information regarding the qualifications of this applicant, action was deferred until such matters were ascertained. President Wakem and Mr. A. E. Whitfield have volunteered to obtain additional information covering the applicant and further consideration will be given the subject at the next meeting.

Guest Speakers. In an effort to further extend the activity and services of the Institute, there was a discussion relative to the advisability of providing guest speakers for some of the General meetings. Consideration was given to the possibility of holding the next meeting in Washington at which time a notable figure in government might be invited to speak to the group. However, in view of the short time available for scheduling such a meeting it was felt inadvisable and the matter will be given further consideration for some later date.

8. There being no further business to come before this meeting, it was moved by G. S. Fabel, seconded by J. G. Schoepf and unanimously agreed that the meeting be adjourned.

Myril C. Shaw,
Secretary

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