PLAINTIFF'S EXHIBIT

ATI-202

MINUTES of the Meeting of the
Board of Governors held
Wednesday, December 10, 1952
at the Hotel Warwick,
Philadelphia, Pa.

IN ATTENDANCE:

D. W. Widmayer, President
KEASBEY & MATTISON CO.

AMERICAN ASBESTOS TEXTILE CORP.
A. J. Scanlan

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

JOHNS-MANVILLE CORP.
S. V. Dillon

RAYBESTOS-MANHATTAN, INC.
J. A. Dettes

SOUTHERN ASBESTOS CO.
G. S. Fabel

UNION ASBESTOS & RUBBER CO.
R. E. Cryor

CADWALADER, WICKERSHAM & TAFT
M. I. Ruddock

RUTGERS UNIVERSITY
M. C. Shaw

1. The President called for the reading of the Minutes of the last meeting of the Board of Governors. Upon a motion by G. S. Fabel, seconded by R. E. Cryor and unanimously approved, the reading of the Minutes was omitted, since all members had received copies of these transactions and were, therefore, familiar with the contents thereof.

2. The Treasurer's Report was the next subject presented for consideration and copies of this report were distributed among the members. (Copy attached). Following a full discussion of the contents of this report, it was moved by G. S. Fabel, seconded by R. E. Cryor and unanimously agreed that the report be recommended for adoption in the General meeting to be held October 11th.

A second report presented by the Treasurer related to the work of the Budget Committee and there set forth the recommendations of this Committee for the budget for 1953. The recommendations and accepted budget are as follows:

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General Fund	Recommended	Accepted
Secretary Salary	3,045.00	3,045.00
Secretary Travel	300.00	300.00
Office Expense	800.00	800.00
Legal Expense	1,800.00	3,000.00
Legal Travel	---	100.00
Auditing Expense	300.00	250.00
Meeting Expense	2,000.00	1,200.00
Visual Aid Expense	1,000.00	600.00
Incidental Expense	255.00	230.00
General fund total	9,500.00	8,525.00
Fellowship Fund		
Fellowship Renewal	11,475.00	11,475.00
" Assistant	---	500.00
Publicity Fund		
Handbook	3,500.00	3,500.00
TOTAL BUDGET	$24,475.00	$24,000.00

Following a full discussion of this subject it was unanimously agreed that the budget, as here accepted in the total amount of $24,000.00, be recommended for adoption in the General Meeting.

In consideration of the several items contained in this budget, the following proposals were recommended:

a) It was moved by R. E. Cryor, seconded by A. J. Scanlan and unanimously agreed that the legal counsel fees be increased from $1500.00 per year (the figure maintained since the beginning of the association) to $2000 per year. Also, since all meetings are to be held in Philadelphia or New York, the traveling expenses for the legal counsel will be materially reduced and it was agreed that the proposed figure of $100 should cover this expense.

b) The auditor, David Caruso, has agreed to serve the Institute at a fee of $200 per year and the travel expenses incurred by Mr. S. C. Gehman, in connection with the quarterly audit, will be approximately $33.60, as in the past. In view of this, it was unanimously agreed that an appropriation of $250.00 should adequately cover this expense.

c) The item covering meeting expense was thoroughly discussed and there was general agreement that steps should be taken to reduce this expense to an amount considerably less than was expended during 1953. Following the discussion it was agreed that from this date forward the Institute will bear all General Meeting luncheon expense and committee luncheon expenses whenever such committee meetings are held on the day preceding or the day of the General meetings. Board of Governor dinner expenses and committee meeting luncheon expenses which are held

at times other than the occasion of the General Meeting are to be borne by the individual members.

d) The budget committee originally provided a sum of $1000 for the Visual Aid Expense, the major portion of which was to be used in refurbishing the seven visual aid displays now being circulated. Information now at hand would indicate that many of the displays will not require refurbishing and on the basis of this information the sum alloted for this purpose was established at $600.

e) At the last General Meeting of the Institute the Technical Committee recommended that the facilities of the Fellowship be expanded and that the Fellow be provided with an assistant. This subject was considered at this time and it was agreed that Fellowship assistance would be highly desirable, however, the extent of the assistance required is dependent upon the program of work to be undertaken by the Fellow and since this program has not, as yet, been established the financial consideration could not be determined. It was, therefore, unanimously agreed that an amount of $500 be set up in the budget to be used by the Fellow in the employment of student assistants who may be engaged on a part time basis.

3. The next subject presented for consideration concerned the appointment of committee members and committee chairmen. The President recommended the following:

Technical Committee

J. L. Tucker, Chairman
J. D. McCluer (alternate chairman)
E. C. Cutler
C. R. Frederick
D. V. Aston
J. M. Weaver--M. W. Oliver
A. W. Summers

Sales Promotion Committee

G. J. Harris, Chairman
J. A. Bettes
A. E. Whitfield
S. V. Dillon
A. R. Byrnes
A. J. Scanlan

Air Hygiene Committee

H. M. Jackson, Chairman
J. W. Weber--1st active
E. C. Cutler--2nd active
D. R. Holmes
Thomas Schmidt
B. W. Luttenberger
John D. Beatty
E. T. Johnson

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These appointments were unanimously approved and it was agreed that these names should be submitted at the General Meeting for approval.

4. The next subject for consideration related to a recommendation by the Technical Committee presented by the Secretary. The Technical Committee, in session on October 10, agreed to propose to the Board of Governors that provisions be made for representation by each committee on the Board of Governors. It was felt by the Technical Committee that such representation would serve to keep the Board of Governors advised regarding the activities of the several committees and would afford the Board of Governors an opportunity for immediate consultation regarding matters pertaining to the work of the committees. Following a full discussion of this subject, it was unanimously agreed that the closer consultation between the committees and the Board of Governors did not require such a basic change in the composition of the Board, but could be accomplished by inviting a committee representative to attend that portion of a Board meeting which dealt with some activity of the particular committee. It would be left to the discretion of the Board as to when such attendance should be invited.

5. The next subject presented for discussion concerned the patent work related to the Abradoflex. The report of the search conducted by Ward, Crosby and Neal was submitted to the President. It was agreed that this report should be reviewed by patent authorities of several member companies before the next action is taken. It was agreed that Mr. Cryor should first obtain the opinion of the patent attorney representing Union Asbestos & Rubber Co. Mr. Cryor will submit a report of his findings to Mr. H. I. Ruddock and will forward the material to Mr. S. V. Dillon who will obtain the same information from the patent attorney for Johns-Manville Corp. Mr. Dillon's report is to be forwarded to Mr. Ruddock also and Mr. Ruddock will make recommendations to the President after reviewing the two reports. Mr. Dillon will forward the patent material directly to Mr. Widmayer. Following the accumulation of the several reports, Mr. Widmayer will determine the procedure to follow.

6. The next subject presented for consideration concerned the meeting schedule for 1953. The following schedule was offered.

1st quarter--Thursday--March 12; 1953--New York
2nd quarter--Thursday--June 11; 1953--Philadelphia
3rd quarter--Thursday--Sept. 10; 1953--New York
4th quarter--Thursday--Dec. 10, 1953--Philadelphia

There being no objections to this schedule, it was agreed that it should be adopted and pursued as closely as possible, in so far as no conflicts with allied association meetings are encountered.

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7. There being no further business to come before this session it was unanimously agreed that the meeting be adjourned.

Myril C. Shaw,
Secretary
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