

MINUTES of the General Meeting held
Friday, December 5, 1947 at the
Roger Smith Hotel, New Brunswick, N.J.

IN ATTENDANCE:

CAROLINA ASBESTOS CO.

C. H. Carlough

JOHNS-MANVILLE CORP.

F. J. Wakem
S. V. Dillon
J. R. Robson
H. M. Jackson
H. Coss
B. F. Stanton
J. L. Tucker
M. Bahn

KEASEEY & MATTISON CO.

E. Muehleck
D. W. Widmayer

PHILADELPHIA ASBESTOS CO.

E. R. Teubner, Jr.
A. J. Scanlan
J. W. Weber
H. B. Weaver, Jr.

RAYBESTOS-MANHATTAN, INC.

G. W. Marshall, Jr.
J. A. Bettes, Jr.
J. M. Weaver
B. W. Luttenberger

SOUTHERN ASBESTOS CO.

G. S. Fabel
G. J. Harris
O. C. Ferens

THERMOID CO.

W. H. Hall

RUTGERS UNIVERSITY

Dr. M. C. Shaw

CADWALADER, WICKERSEAM & TAFT

M. I. Ruddock

GUESTS:

UNITED STATES RUBBER CO.

B. H. Foster

INDUSTRIAL HYGIENE FOUNDATION

W. C. L. Hemeon

MANAGER'S OFFICE

H. D. McKinney
W. Hargrave

1. The President called the meeting to order and the Manager read the minutes of the last General Meeting, held in Charlotte, North Carolina, on September 25, 1947. It was moved by Mr. Wakem, seconded by Mr. Carlough and approved unanimously that the minutes be accepted as read.
2. The Manager read the Treasurer's and Auditor's Reports (copies attached)

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EXHIBIT

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EXHIBIT

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and it was moved by Mr. Fabel, seconded by Mr. Widmayer, and approved unanimously that these reports be accepted as read.

3. The Manager read his Quarterly Report (copy attached) and the member companies present agreed to give their fullest cooperation in reply to notices sent from the Manager's office. It was moved by Mr. Wakem, seconded by Mr. Fabel, and approved unanimously that the Manager's report be accepted as read.
4. The President advised the member companies that the Board of Governors Elected for the Fiscal Year 1948 had met and duly elected the following, to serve as officers of the Institute during the year 1948:

G. W. MARSHALL, JR., President

G. S. FABEL, Vice President

W. C. SCOTT, Treasurer

H. D. MCKINNEY, Asst. Treasurer

5. The Manager read the 1948 Budget for the general operating expenses of the Institute, as approved by the Budget Committee (copy attached). It was moved by Mr. Carlough, seconded by Mr. Wakem and approved unanimously that the report be accepted as read and that the member companies be assessed \$16,000.00 for the General operating expenses of the Institute for 1948. The Manager was asked to notify West, Flint and Company of this action and request them to assess and bill the member companies for the 1948 General Assessment.
6. Mr. Weaver presented a report on the activities of the Technical Committee to date (copy attached). It was moved by Mr. Teubner, seconded by Mr. Fabel and approved unanimously that the report of the Technical Committee be accepted as read. Mr. Weaver then asked that the Technical Committee be given the authority to prepare a list of standard asbestos cloths produced

in the industry and to suggest a system of identifying style numbers of asbestos fabrics to facilitate the ordering of products by members of the trade. It was moved by Mr. Fabel, seconded by Mr. Teubner, and approved unanimously that the Technical Committee be given this authority, with instructions to report to the Institute at a later date.

7. In the absence of Mr. Bain, the Manager informed the members of the activities of this committee, to date. Briefly, the report was as follows:

- a. The Manager sent 5,000 copies of the "Primer" to the National Science Teachers Association for distribution, as approved at the last Institute meeting. The Manager also gave a report, to date, on requests for additional copies of the "Primer" from this distribution.
- b. Correspondence from Jackson & Company of New York was read by the Manager regarding material for a free radio broadcast on Asbestos Textiles. The Manager advised that a copy of the "Primer" had been sent to this company and if a radio script was submitted by them, he would present a copy of this script to the Institute membership for the necessary action and authority.
- c. As the Manager received acceptances for the scheduled Sales Promotion Committee meeting from only two member companies, the meeting was cancelled. Consequently, the committee's recommendation as regards an advertising and sales promotive program will be determined at the next committee meeting and the recommendations thereon presented at the next General Meeting.
- d. Copies of a reprint of the article appearing in the November, 1947 issue of PLANT ENGINEERING, wherein Asbestos Textiles were classified as "outmoded" by Fibreglas, will be sent to each member company

It was moved by Mr. Fabel, seconded by Mr. Widmayer, and approved unanimous that the report of the Sales Promotion Committee be accepted as presented.

8. Mr. Luttenberger presented the report of the Air Hygiene Committee (copy attached). It contains a recommended \$5,000 minimum program to the Institute for their consideration. Mr. Henson, of the Industrial Hygiene Foundation, was called upon to answer various questions regarding this recommended program. Mr. Henson then retired from the meeting room and the member companies discussed the pros and cons of the recommended program. It was generally agreed that all member companies should fully consider the merits of the suggested program. Mr. Henson was advised accordingly. The Manager was asked to call to the attention of all member companies the recommended program as set forth in the Report of the Air Hygiene Committee so that they can study the report and be prepared to give their decision on the matter at our next General Meeting.
9. There being no current activities of the Fibre Improvement Committee, Mr. Luttenberger had no report to present.
10. The Manager advised that two companies had replied to the memorandum regarding the formation of a Traffic Committee and only one company appointed a representative to this committee. Consequently, it was unanimously agreed to withdraw the assignment of establishing this committee.
11. The President then called upon several member companies' representatives and Mr. B. H. Foster, representing the U. S. Rubber Company, for their comments regarding the meeting. Mr. Foster expressed his interest in, and personal approval of, the work of the Institute, particularly the activities of the Technical and Air Hygiene Committees.

12. The President informed the group that the Manager would issue a bulletin to all member companies regarding the Institute's meetings for 1948.

Tentatively, the meeting places are scheduled as follows:

April	-	Chicago, Ill.
June	-	Philadelphia, Penna.
September	-	Charlotte, N. C.
December	-	Philadelphia, Penna.

13. There being no further business before the group, it was moved by Mr. Carlough, seconded by Mr. Fabel, and approved unanimously that the meeting be adjourned.
14. After luncheon, the group visited the Fellowship Laboratories at Rutgers University. Member company representatives were shown the various facilities and equipment, and Dr. Shaw explained many details of the research and testing program now being carried on for the Institute. (Three (3) copies of a report on recent Fellowship activities will be sent to each member company at an early date.)

HARRIS D. MCKINNEY
Manager

HDM:wh

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ASBESTOS TEXTILE INSTITUTE

December 5, 1947

FINANCIAL STATEMENT

ADVERTISING FUND

Balance in Advertising Fund, September 24, 1947 \$15,558.83
Transferred to Fellowship Fund, during this quarter . . 2,942.36

Balance in Advertising Fund, December 5, 1947 \$12,616.47

FELLOWSHIP FUND

Balance in Fellowship Fund, September 24, 1947 \$ 5,953.25
Transferred from Advertising Fund \$ 2,942.36
Deposited in Chase National Bank 9,429.02 12,371.38
TOTAL \$18,324.63
Less Expenditures, during this quarter 1,634.51

Balance in Fellowship Fund, December 5, 1947 \$16,690.12

GENERAL FUND

Balance in General Fund, September 24, 1947 \$ 5,779.09
Less Expenditures as listed below: 3,232.56

Salaries to Manager \$ 1,875.00
Office Expense 750.00
Meeting Expenses 165.52
West, Flint & Company 103.62
Misc. (Mimeo., telephone, Mgr.'s
traveling expenses, etc.) 338.42
TOTAL: \$ 3,232.56

Balance in General Fund, December 5, 1947 \$ 2,546.53

BANK BALANCE 12/5/47. . \$31,853.12
PETTY CASH - 12/5/47. . 4.25
BOOK BALANCE 12/5/47. . \$31,857.37

HLM:wh

HARRIS D. MCKINNEY
Manager

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ASBESTOS TEXTILE INSTITUTE

December 5, 1947

MANAGER'S QUARTERLY REPORT - September to December, 1947

TO: Mr. G. W. Marshall, Pres.
Asbestos Textile Institute

Activities of the Manager's Office for the current quarter include the following:

1. The several assignments given to the Manager at the September 25th meeting have been carried out. Included are:
 - A. All final arrangements for the distribution of the "Primer" through the National Science Teachers Association have been completed.
 - B. West, Flint and Company have been asked to compute and bill the member companies for the second year of the Fellowship.
 - C. Rutgers University has been notified of the continuation of the Fellowship arrangement up to September 30, 1948.
 - D. Non-member companies have been invited to attend the December 5th General Meeting.
2. Memo for appointments to the Traffic Committee was sent to all member companies. Only 2 replies were received, one of which expressed no interest in the matter.
3. Memo calling a meeting of the Sales Promotion Committee brought but 3 replies with 2 acceptances. Meeting was cancelled.

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Record of Response from 10 Member Companies
to Memos and Notices from the Manager's Office
During 1947

<u>Date</u>	<u>Number Responding</u>	<u>Subject</u>
1/31	10	Changes in Assessment Basis
3/3	8	Trade Marks
3/26	9	General Meeting - Final Notice
5/27 & 6/11	8	Gen. Meeting - Prelim. & Final
5/29	7	Technical Comm. Meeting
7/3	6	Appt. of Air Hyg. Comm. Chairman
7/24	6	Freight Rate Questionnaire
8/12 & 9/8	7	Gen. Meeting - Prelim. & Final
8/28	5	Technical Comm. Meeting
9/5	4	Sales Prom. Comm. Meeting
10/9	2	Appts. to Traffic Committee
10/9	2	Appts. to Air Hygiene Comm.
10/27	3*	Sales Promotion Comm. Meeting
11/5	5	Air Hygiene Comm. Meeting
11/7	5	Technical Comm. Meeting
11/18	6	General Meeting - Prelim & Final

* Although 3 member companies responded, only 2 said they would attend.

Consequently, the meeting was cancelled. However, 1 member company from whom we had received no reply, sent a representative to attend the meeting.

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4. The Manager arranged for and attended the meeting of the Air Hygiene Committee. (The report thereon will be presented by the Chairman, Mr. Luttenberger.)
5. The Manager arranged for and attended the meeting of the Technical Committee. (Report thereon to be presented by the Chairman, Mr. Weaver.)
6. The Institute's accounts have been kept up-to-date and audited, as covered in the Financial Report.
7. A Preliminary Budget for 1948 has been prepared and turned over to the Budget Committee.
8. The accompanying record of attendance, of committee meetings in particular, indicates a decrease in active interest on the part of member companies. This trend is disappointing to the Manager. Obviously, the accomplishments of these committees on their assigned tasks will be in direct proportion to the active participation of the individual companies. Furthermore, the growing tendency on the part of member companies to disregard memos that specifically call for an answer, needlessly complicates the work of our office, and cannot help but be reflected in the Manager's state of mind.

HARRIS D. MCKINNEY
Manager

HDM:wh

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TECHNICAL COMMITTEE

Year	1945	1946	1947
Average Number of Companies Attending	8.0	4.5	4.25

SALES PROMOTION COMMITTEE

Year	1945	1946	1947
Average Number of Companies Attending	6.0	4.0	3.0

AIR HYGIENE COMMITTEE

Year	1945	1946	1947
Average Number of Companies Attending		4.0	3.0

GENERAL MEETING

Year	1945	1946	1947
Average Number of Companies Attending	7.0	7.5	6.5

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ASBESTOS TEXTILE INSTITUTE

RECOMMENDED BUDGET FOR 1948

GENERAL FUND

Sources of Income - 1948

Total Funds Available during 1947	\$19,358.68	
Less:		
Actual Expenditures - Jan. 1 to Dec. 5, 1947	\$16,812.15	
Additional Estimated Expenditures to 12/31/47	<u>1,078.16</u>	
TOTAL	17,890.31	
Estimated Balance in General Fund 12/31/47		\$ 1,468.37
General Assessment for 1948		<u>16,000.00</u>
Total Funds Available for 1948		<u>\$17,468.37</u>

Contemplated Expenditures

Manager's Salary	\$ 7,500.00	
Office Rent, Stenographic & Clerical Assistance, and Local Telephone	3,000.00	
Legal Counsel	1,500.00	
Legal Counsel Traveling Expense	150.00	
Meeting Expenses (quarterly & committee)	600.00	
Traveling Expenses - Manager's Office	600.00	
Stationery, Printing & Mimeographing, Photostats, Long Distance Telephone, Telegraph & Misc. Office Expenses	1,200.00	
Services, West, Flint & Company	415.00	
Taxes (Soc. Sec. and Unemployment Compensation)	<u>111.00</u>	
Total Anticipated Expenditures	\$15,076.00	
Anticipated Balance - 12/31/48	<u>2,392.37</u>	
Total Funds - Spent or Retained		\$17,468.37

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HARRIS D. MCKINNEY
Manager

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ASBESTOS TEXTILE INSTITUTE

BUDGET CONTROL

GENERAL FUND

Sources of Income - 1947

Balance in General Fund 12/31/46	\$ 9,358.68
General Assessment - 1947	10,000.00
Total Funds Available	<u>\$19,358.68</u>

	<u>Estimated Expenditures 1947</u>	<u>Actual Expenditures 1/1 - 12/5/47</u>	<u>Additional Estimated Expenditures to 12/31/47</u>
Manager's Salary	\$ 7,500.00	\$ 7,500.00	
Office Rent, Stenographic & Clerical Assistance, & Local Telephone	3,000.00	3,000.00	
Legal Counsel	1,500.00	1,125.00	375.00
Legal Counsel Traveling Expenses		139.66	10.00
Meeting Expenses (quarterly & comm.)	500.00	584.32	50.00
Traveling Expenses - Mgr.'s Office	500.00	544.71	20.00
Stationery, Printing & Mimeographing, Photostats, Long Distance Tele- phone, Telegraph & Misc. Office Expense	600.00	997.98	520.00*
Industrial Hygiene Foundation Survey		2,500.00**	
Services, West, Flint & Company		309.48	103.16
Taxes (Soc. Sec. & Unemployment Comp.)		111.00	
Total Estimated Expenditures(1947)	<u>\$13,600.00</u>	<u>\$16,812.15</u>	<u>\$ 1,078.16</u>
Estimated Balance - 12/31/47	<u>5,758.68</u>		
Total Funds - Spent or Retained	<u>\$19,358.68</u>		

* This additional estimated expenditure includes an approximated figure of \$450.00 for the distribution of the "Primer" through the National Science Teachers Association. Consequently, the recommended 1948 figure for this expenditure will not include this amount.

** This was an added expenditure to the 1947 Budget and will not appear in the recommended budget for 1948.

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HARRIS D. MCKINNEY
Manager

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REPORT OF THE TECHNICAL COMMITTEE
of the
ASBESTOS TEXTILE INSTITUTE

New Brunswick, New Jersey
December 5, 1947

Your Technical Committee is pleased to report that it has under way the development of a high grade asbestos cloth for safety wearing apparel that will provide protection under extra hazardous conditions. This undertaking was prompted by a request of the Sun Oil Company, as recorded in the Technical Committee Report of June 19, 1947. It comes under a stated purpose of the Institute which reads:-

"The development of standards through research, practical tests and other available means, the application of which by individual manufacturers will insure a proper measure of quality in each of the industry's products."

Several members have been working on the project and a meeting of the Technical Committee was held at the Engineers' Club in Philadelphia on November 21, 1947, to evaluate progress and to adopt quality objectives in arriving at a new and improved fabric for wearing apparel that will meet requirements for greater protection where hazardous conditions are most severe, as in oil refineries and at oil wells, for examples.

Your Technical Committee has taken the stand that work of this nature shall not interfere with Safety Garment Manufacturers' Standards of quality which meet safety requirements under ordinary conditions; but as an important branch of the consuming industry has pointed out, there is a real need for super quality safety apparel where it may be subject to saturation by oil or gasoline, or where it must be used under other extra dangerous situations.

The consensus of opinion in the Technical Committee includes the following qualities as objectives:

1. A distinctive weave, different from the plain and herringbone twill weaves now in use for Underwriter's grade wearing apparel fabrics stipulated in Commercial Standard CS-129-47.
2. Higher asbestos content, preferably Grade AAA, to provide greater safety in reducing the amount of organic fibers.
3. Flexible weave, good "hand", medium weight and fairly close texture, to provide a fabric that will make suits which permit the free action by the wearer and fit in a manner comparable with ordinary clothing.
4. A finish capable of receiving a thin coat of oil-proof and non-flammable material.
5. A construction that presents no weaving difficulties.
6. A fabric that will cause no cutting or stitching difficulties to the garment manufacturer.

The Committee agreed to ask all members who are interested in manufacturing cloth for safety clothing to consider weave patterns, construction, suitable cuts of yarn and other matters bearing on the subject and to do experimental weaving. The

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resultant cloths with data on construction are to be sent to Rutgers University where Dr. Shaw will make abrasion tests, tensile tests and flame spread tests.

Some experimental weaving has already been done with such yarns as have been available to study appearance, texture, loom performance, "hand" and weight. One such fabric has been developed by Raybestos-Manhattan and has been placed before the Committee for consideration. It is a broken twill cloth woven with No. 1420 yarn. It has a fairly close texture and when calendered the surface should take an even coating of oilproofing material. A sample is here presented for examination. Attention is called to the hand and flexibility of the cloth. Its weight is 2.10 pounds per square yard, which is more than $1/8$ of a pound lighter than the conventional 2- $1/4$ pound garment cloth. This is considered to be a distinct advantage in a cloth that will receive an impervious coating for oil refinery use.

Keasbey & Mattison has been investigating the oil-proofing and non-saturating stipulation of the Sun Oil Company. With Koroseal in mind Keasbey & Mattison placed the problem before the B. F. Goodrich Co. The Goodrich laboratory used a thin neoprene compound and submitted a specimen of coating which shows up well under flammability testing. Keasbey & Mattison will continue on this phase of the project and show further examples at the next meeting of the Committee.

The Johns-Manville laboratory has worked on flame and water repellent properties which may be used for a variation of the fabric where saturation with oil is not a consideration.

Other members have also worked on this feature and are engaging the assistance of DuPont, American Cyanamid, Monsanto and other laboratories. Considerable progress has been attained. Flame-proofing of the organic fiber used with the asbestos fiber will promote greater safety, not only in fire-fighting apparel but in other products of the asbestos textile industry.

The Technical Committee has continued its work of assistance in the writing of improved specifications for Asbestos Cloth, tape and thread, which a Government Committee has underway. The Committee has met and worked on two revised drafts of the proposed specifications, which have been submitted to the Government Committee for consideration.

A few of the innovations which the Technical Committee is seeking to have adopted are:

- (1) Testing by the grab methods as defined in Federal Spec. CCC-T-191 covering Textile Test Methods.
- (2) Adoption of plus and minus tolerances in the number of warp and filling strands.
- (3) Plus and minus tolerances on weights and a revision of stipulated weights to use with the tolerances, so that the delivered weight of cloths will be nearer to the present stipulated minimum weights than has been practicable.

Under New Business a proposal was made to unify style numbers of asbestos fabrics on an industry-wide basis. At present there are as many methods of numbering asbestos cloths as there are members of the Asbestos Textile Institute. The variety

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of numbers that are in use for the staple asbestos cloths must be annoying to consumers, as can easily be visualized in the list of numbers on purchasing department records. For example, cloth woven with plain yarn, in plain weave, in 18 x 9 construction bears the following style numbers:-

80,870, 444, 1210 Regular, DE-2909, 2226, 10P225, C38P101, and others.

I wish to refer to the minutes of the first meeting of the Technical Committee held Sept. 25, 1945. There are two paragraphs that mentioned the subject. I quote:-

"There was a discussion by the Committee regarding standardization of cloths. While no motion was made, it was the consensus of opinion that the industry consider having only a few standard cloths in possibly 1/4 lb. weight increments, from 1.25 lbs. to 3.00 lbs. All other cloths and constructions will be considered as specials to be supplied by individual producers at their own discretion.

"The standard cloths will be listed by a standard numbering system showing construction, weight, and grade with elimination of thickness readings. The elimination of thickness readings will avoid complications of the table by not necessitating a table of thickness readings for each grade (high cotton content cloths have greater bulk and hence greater thicknesses than low cotton content cloths.)."

Since then the question has not come before the Committee until its revival at the latest meeting of the Committee. The advantages of Standard Cloths are manifest. Much time would be saved in checking the construction data of present style numbers, Engineers and buyers would save time and avoid errors. It would be useful to Institute members in schooling production and marketing departments into the use of uniform terminology.

The disadvantages would be the necessary revision of catalogs and sales manuals, and notifications to customers requesting that their records be revised. Both new and old style numbers would have to be mentioned in correspondence until the old ones became eliminated by familiarity with the new ones.

The task, if authorized by the Institute, will require no little work by the Technical Committee. It would engage each member of the Committee in considerable work at his own headquarters. Perhaps the work would not proceed rapidly and probably would engage the Committee's attention over a number of meetings. The Technical Committee places the subject before the Institute for instructions on whether or not to proceed with the task.

Respectfully submitted,

J. M. Weaver, Chairman
Technical Committee

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