MINUTES OF MCA EXECUTIVE COMMITTEE
Buchanan Room, The Greenbrier
White Sulphur Springs, West Virginia
Wednesday, June 5, 1963

Mr. Sommer called the meeting to order at 5:00 p.m. (EDT).

There were present:	Charles H. Sommer	
	David H. Dawson	Kenneth H. Klipstein
	D. S. Frederick	Richard C. McCurdy
	William B. Graham	W. Kenneth Menke
	John E. Hull	M. F. Crass, Jr.
General Counsel:	Lloyd Symington	
Present by Invitation:	G. H. Decker	
	C. S. Munson	

Copies of the Board agenda to be considered by the Directors later in the day were distributed to those present. General Hull reviewed this briefly, touching particularly on the following subjects:

1. MCA Pension Plan. As provided for at the previous Directors meeting, copies of the Johnson & Higgins' consultants report, with a summarization of recommendations and changes in connection with the current Plan, were sent to the Directors in advance of the meeting. Because of questions raised with respect to the report, it was decided to recommend to the Board that action should be deferred until the September meeting. In the meantime, comments on the part of individual Directors should be submitted either to the President or to the Plan's Trustee, Alexander B. Hawes.

2. Rules of Organization and Procedure. Proposed changes in Rules of Organization and Procedure and/or Terms of Reference of the Medical Advisory and Washington Advisory Committees were discussed. It was agreed that both documents should be recommended to the Board of Directors for approval without change.

3. Reactive Metals Steering Committee. In accordance with instructions issued by the Board at the May Directors' meeting, the staff and General Counsel redrafted Terms of Reference for this Committee, which included the following points, among others:

That the Committee be redesignated the Reactive Metals Advisory Committee; that such Committee operate on an ad hoc basis; that the tenure of office of the Committee be extended for one year from June 1, 1963; and that the purpose for which the Committee was established be fulfilled to the maximum extent possible during this additional year of its operation. If, for any reason it is evident that this cannot be done, a report to that effect with suitable recommendations will be made to the Board by the Committee in time to insure proper action before the end of the current fiscal year. During the period involved the Committee will, in general, concentrate its efforts toward the study and, subject to Board approval, the making of representations in collaboration with th appropriate MCA committees concerned to Government agencies on problems relating to imports and tariffs on metals and alloys and in the making of written reports to producers of reactive metals and alloys concerning its work on these matters.

It was agreed that the foregoing should be recommended to the Board of Directors for favorable action.

4. Proposed Merger of Safety and Insurance Committees. The final report of the Policy Study Committee recommended that a merger of these two committees be explored. Following careful consideration by both committees, a report was drafted recommending that the two committees continue to operate independently as they have in the past. It was the consensus of those present that it be recommended to the Board that the joint recommendation of the two functional committees be approved.

5. Policy Study Committee Report.

(a) Annual Conference of Executive Contacts and Committee Chairmen. The Policy Study Committee recommended that a meeting be instituted of about one day's duration to be held once a year, attendance to which would be limited to Executive Contacts and representatives of various committees. Purpose would be to enable member executives to hear from the committees as to their programs and accomplishments.

General Hull reported that an ad hoc staff committee had studied this proposal and considered it not feasible at this time. The staff report recommended that, instead, the Association's regional meetings be strengthened and a series of personal staff visits to inactive members be instituted. Following discussion, it was the consensus that further consideration should be given to the proposal.

One suggestion that met with general approval was that the conference be scheduled on the day of a regular Board of Directors meeting; that the Board meeting be held in the morning followed by a luncheon and a general afternoon session. In such case, the Executive Contacts would be invited through the medium of a personal letter signed by the President.

It was agreed that the foregoing should be recommended for Board consideration and that the staff be instructed to present a further report at the September Directors' meeting.

(b) A further recommendation of the Policy Study Committee provided that the staff meet once a year with committee chairmen as a group in order to provide coordination, policy guidance, and unity of purpose. This has been agreed to by all concerned and will be implemented during the forthcoming fiscal year.

(c) A final Policy Study Committ e recommendation expressed the hope that the Association would adopt some method of appropriately recognizing committee service. This recommendation also has met with general acceptance and the staff will follow through.

General Hull stated that, with the exception indicated under Item 5(a), all matters in connection with the Policy Study Committee had been implemented.

6. Staff Salaries. Distributed to members of the Executive Committee in advance of the meeting were recommendations pertaining to salary adjustments for Messrs. Carnes, Demarest, Kittelton, Mayhood, Settle, and Stephenson.

ON MOTION duly made and seconded, it was

VOTED: That the recommended salary adjustments be approved.

There being no further business to come before the meeting, it was unanimously resolved to adjourn.

M. F. Crass, Jr.
Secretary