ATI-120

MINUTES of the Meeting of the Board of Governors of the Asbestos Textile Institute held September 13, 1962 at the Hotel Commodore, New York, N. Y.

IN ATTENDANCE:

W. S. Hough, President
JOHNS-MANVILLE CORP.

AMERICAN ASBESTOS TEXTILE CORP.
J. W. Weber

H. K. PORTER COMPANY, INC.
J. T. Griffis

RAYBESTOS-MANHATTAN, INC.
J. A. Bettes, Jr.

UNITED STATES RUBBER CO.
S. J. Peele, Jr.

CADWALADER, WICKERSHAM & TAFT
W. J. Moss

ASBESTOS TEXTILE INSTITUTE
M. C. Shaw

1. The meeting was called to order by President Hough who recognized and so recorded that all regular members of the Institute were in attendance with the exception of T. C. McCluskey, Tallman-McCluskey Fabrics Company.

2. The first order of business introduced by the President called for the presentation of the Treasurer's report. It was announced that since Keasbey & Mattison Company was no longer a member of the Institute, the regular auditing procedure usually carried out by S. C. Gehman of that Company was not followed for the current report. In this reporting, the Assistant Treasurer, M. C. Shaw, prepared the statements which were submitted to the Treasurer in the form of the Treasurer's report for presentation. In the absence of Treasurer Whitfield, Assistant Treasurer Shaw read the statements. Following a discussion concerning the financial status of the Institute it was moved by J. A. Bettes, seconded by J. T. Griffis and unanimously agreed that the report be approved and attached as a part of the Minutes of the General meeting.

3. President Hough next presented a communication received by J. A. Brown, Jr., who served, by Presidential appointment, as Chairman of the nominating committed which was assigned the task of determining the membership of the Board of Governors for the coming year. Serving on this committee with the chairman were J. D. McCluer and D. S. Nichols. The nominations presented by this committee and bearing the approval of the member companies represented are as follows:

American Asbestos Textile Corp. ..... J. W. Weber
H. K. Porter Company, Inc. .... J. T. Griffis
Johns-Manville Corp. .... W. S. Hough
Raybestos-Manhattan, Inc. .... J. A. Bettes, Jr.
Tallman-McCluskey Fabrics Co. .... T. C. McCluskey
United States Rubber Company .... S. J. Peele, Jr.

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4. During the past quarter Keasbey & Mattison Company disposed of its several manufacturing divisions and the asbestos textile division located at Meredith, N. H., has now become a part of the American Asbestos Textile Corp. In advising the Institute of this development, Mr. N. L. Barr, Vice President, Keasbey & Mattison Company, (at that time) addressed a formal letter of resignation to the Secretary on June 26, 1962. A copy of this letter was read and is attached as a part of the minutes of this meeting.

Following a discussion of this action Mr. J. W. Weber, American Asbestos Textile Corp., addressed a few explanatory remarks to the group and advised that operations at Meredith would proceed much the same as it has with most of the personnel continuing as in the past.

5. The next segment of the meeting was devoted to committee reports.

a) Air Hygiene and Manufacturing Committee. Mr. J. L. Mitchell, Chairman, reviewed the committee discussions held earlier on this date.

The Public Health Survey is proceeding and as reported by Dr. Lewis Cralley in an outline of the "Objectives and General Plan for Occupational Health Study of the Asbestos Products Industry", the over-all considerations have been rather well formulated. Excerpts from this outline are attached as a part of this report.

In order that all facets of our industry may be fully apprized regarding this survey it was felt advisable and was so recommended to the Board of Governors that at the February 7-8, 1963 meeting of the Institute to be held in Philadelphia, Dr. Cralley be invited to meet with the Air Hygiene & Manufacturing Committee, the company physicians and any others who may have an interest in this subject. A program for these considerations will be so arranged that all aspects of the questions under study may be thoroughly pursued.

Following this discussion, it was moved by J. T. Griffis, seconded by J. A. Bettes and unanimously agreed that Dr. Cralley be invited to attend the February meetings of the Institute and that the company physicians be invited and encouraged to take part in these considerations.

Also, discussed by this committee was an invitation extended to interested members to attend an Open House at the Occupational Health Research and Training Facility at Cincinnati, Ohio, on October 8-12, 1962. Due to the fact that most members had previous commitments for that time, it was recommended that Dr. Shaw attend the Open House on October 10th and circulate among the members of this committee any pertinent information that might be there gained. This recommendation was unanimously approved on a motion by J. A. Bettes, seconded by S. J. Peele.

During the course of the committee meeting the following subjects were also discussed:

1) Dust Control Methods
2) Integration of State Boards of Health in the Federal Survey.
3) In-Plant Feeding - Vending Machine.
4) X-Ray Examinations and Vision Check-ups.

Following a full discussion of this report it was moved by S. J. Peele, seconded by J. W. Weber and unanimously agreed that this report be accepted and entered as a part of the Minutes of the General meeting.

b) Technical Committee. Mr. J. L. Tucker, Chairman of the Technical Committee reviewed the work of that committee in meeting earlier on this date. The primary concern of the members of this committee were in regard to two Federal Specifications SS-C-00466d, recently issued as a revision, and MIL-I-3053C now under consideration for revision. The proposals drafted are included in the formal report of this committee.

Following a discussion of this report it was moved by J. W. Weber, seconded by J. T. Griffis and unanimously agreed that the report be attached as a part of the minutes of the General meeting.

c) Fiber Testing Committee. Mr. I. Barnett was unable to attend the Board of Governors meeting and Mr. Tucker was asked to present the report for that committee. Mr. Barnett did however serve as chairman for the committee meeting which was held earlier on this date, during which discussions were pursued related to the Manual of Testing which was recently issued by the Institute, with respect to additional test methods that may be included in a future edition of this work. The full text of this report is attached as a part of the minutes of the General meeting.

Following a discussion of this report it was moved by J. T. Griffis, seconded by J. A. Bettes and unanimously agreed that this report be attached as a part of the minutes of the General meeting.

d) Sales Promotion Committee. Mr. S. J. Peele, Chairman of the Sales Promotion Committee, presented a report covering the discussions held earlier on this date by this committee. Among the subjects discussed were:

1) New Display Locations
2) Stockpiling Program
3) Import Duty Reductions
4) General Business Picture
5) Public Relations Program
6) Bureau of Mines Statistical Report

Following a thorough discussion of the subjects considered, it was moved by J. A. Bettes, seconded by J. W. Weber and unanimously agreed that this report be accepted and entered as a part of the minutes of the General meeting.

6. The next segment of this meeting was devoted to considerations of old business and matters related to subjects continued from previous meetings.

a) At the last meeting of this Board of Governors, the President and Executive Director were directed to secure and present to Mr. C. R. Hutchcroft a suitable gift in remembrance of his work in connection with the Fiber Testing Committee and the subsequent publication of the Manual of Testing Procedures.

President Hough reported that this task was accomplished on August 22nd and that Mr. Hutchcroft was presented at that time with a pen and pencil desk set suitably inscribed.

b) During the course of the last meeting of the Institute there were discussions concerned with the meeting schedule and the meeting formats. There have been opinions expressed from time to time indicating that the meetings should perhaps be held less frequently throughout the year. It is felt that such a step would conserve time and expenses for those member companies who participate in all of the Institute activities. Also, the meeting agenda was reviewed in an effort to determine whether or not changes in this area might afford the Institute a greater opportunity for service. As a result of these discussions, the Executive Director was asked to prepare and submit to the entire membership a questionnaire covering the subjects of concern and to report the results of this survey at the September meeting of the Institute.

Such a survey was carried out and the results submitted to the Board of Governors for action.

The first action taken was the reduction of the number of meeting dates each year. It was moved by J. T. Griffis, seconded by J. A. Bettes and unanimously agreed that -- "Effective this date, September 13, 1962, the Asbestos Textile Institute shall meet three times each year, normally for a two day meeting, during the first ten days of February, June and October".

The February meeting is to be held in Philadelphia and the June and October meetings are to be held in New York unless otherwise agreed upon by the Board of Governors. This being agreed upon, the previously scheduled meeting for December 6-7, 1962 has been cancelled and the meeting dates for 1963 are as follows:

February 7-8 .... Philadelphia, Pa.
June 6-7 .... New York, N. Y.
October 3-4 .... New York, N. Y.

In order to properly affect this action certain revisions must be made in the Constitution of the Institute and the necessary letter ballots covering this matter are to be submitted to the members of the Board of Governors for decision.

In a further action taken, designed to streamline the Board of Governor's meetings and to make the General meetings more original and spontaneous it was moved by J. T. Griffis, seconded by J. W. Weber and unanimously agreed that -- "the usual practice of requiring the several committee chairman to report to the Board of Governors prior to the delivering of remarks at the General meeting would be discontinued and that unless questions of guidance or appropriations for special activities are raised, the committee chairman will report only at the General meeting. If however, there are questions that it is felt by any committee should receive Board of Governors attention, the Chairman may request an opportunity to bring it before this Board".

c) At the last meeting of this Board it was suggested that the Executive Director communicate with Mr. Emil Johnson, Union Asbestos & Rubber Co., and Mr. C. H. Carlough, Carolina Asbestos Co., to determine whether or not either of the firms had an interest in renewing membership in the Institute. Negative replies were received in both cases. Further, President Hough contacted Garlock, Inc., to determine their interest in the Institute and it was here reported that they would like additional time to reach a decision in this regard.

d) During recent months questions have been raised regarding the desireability of attempting to interest the asbestos paper manufacturers to activitate as an associate group within the Institute membership. A survey covering this subject carried out by the President indicated that there are few areas of common interest and the desire to affiliate with the Institute is not evident. Under these conditions it was agreed that the subject should not receive further attention.

7. Under the subject of new business the following matters were discussed.

a) In view of the resignation of Keasbey & Mattison Company as a member of the Institute, the Treasurer cannot call upon Mr. S. C. Gehman to perform the quarterly audits. This being so, it was agreed that the Treasurer should provide a competant auditor, either from his own company or through an outside firm of auditors, to conduct an audit of the books of the Institute prior to the October meeting of each year.

b) A letter of resignation as an active member of the Institute was read from Mr. J. A. D. Marcotte. In appreciation of his personable and informative contributions to the work and interests of the Institute, it was moved by J. A. Bettes, seconded by J. T. Griffis and unanimously agreed that an illuminated scroll be prepared and presented to Mr. Marcotte.

8. There being no further business to come before this meeting it was moved by J. T. Griffis, seconded by J. W. Weber and unanimously agreed that the meeting be adjourned.

Myril C. Shaw,
Executive Director
Asbestos Textile Institute