

Minutes

BOARD OF GOVERNORS MEETING
Asbestos Textile Institute
February 10, 1966
Barbizon-Plaza Hotel, New York City

In Attendance:

J.L. Rainey - American Asbestos Textile Corporation
J.A. Bettles - Raybestos-Manhattan, Inc.
W.S. Hough - Johns-Manville Corporation
S.J. Peele, Jr. - United States Rubber Company
J.L. Mitchell - Tallman-McCluskey Fabrics Company
T.C. McCluskey, Jr. " " " "
E.A. Schuman - Treasurer, A.T.I.
P. Jay Flocken, Legal Counsel
H.E. Sunbury, Secretary, A.T.I.

Absent:

J.T. Griffis - H.K. Porter Company
J.A. Brown, Jr. - Raybestos-Manhattan, Inc.
G.F. Wiess - Garlock, Inc.

***** Minutes *****

1. The meeting was called to order by Vice President Rainey who informed the members that President Brown was unable to be in attendance because he was convalescing from a recent operation.

2. The Secretary stated that he had a letter from President Brown saying that Mr. J.A. Bettles, Jr., would represent Raybestos-Manhattan, Inc., at this meeting.

Also, that he had been advised by Mr. T.C. McCluskey, Sr., under date of January 14, 1966, that Mr. J.L. Mitchell is to represent the Tallman-McCluskey Fabrics Company on the Board of Governors until further notice, and asked that T.C. McCluskey, Jr., be permitted to attend board meetings for the experience that he might gain.

3. The Secretary reported that he had received a letter from Mr. J.T. Griffis dated January 21, 1966, who for many years has been the representative for the H.K. Porter Company, tendering his resignation from the Board of Governors and all committees, to be effective immediately. This most regrettable action, from our viewpoint, was necessary by reason of a change in company policy, Mr. Griffis stated. The Secretary has written the Vice President & General Manager, Thermoid Division, H.K. Porter Company asking them to appoint someone to serve on the Board of Governors in Mr. Griffis' place, but to date has no reply. (See addendum to these minutes.)

THIS DOCUMENT WAS NOT A RECORD OF
PPG INDUSTRIES, INC. DID NOT COME FROM
IT'S FILES AND CANNOT BE AUTHENTICATED
BY PPG INDUSTRIES, INC.

BB 0021006

3498

4. The Secretary presented the minutes of the last meeting. It was moved by Mr. Hough that the reading of same be omitted. Seconded by Mr. Peele, and so voted.

5. Reference was made to the application of GARLOCK, INC., Palmyra, N.Y., for membership in the Institute, per letter of November 4, 1965, from their Mr. G. Parry Wiess, Vice President - Marketing.

It was moved by Mr. Bettes that their application be accepted. Mr. Hough seconded this motion. Agreement was unanimous. The Secretary is to notify Mr. Wiess of this favorable vote.

6. The Financial Report was presented by Treasurer E.A. Schuman. Mr. Bettes pointed out that the Cash position of the Institute was presently about twice the operating budget for the entire year and questioned whether this should be allowed to continue. Considerable discussion ensued. Mr. Peele suggested that present membership dues be continued for this year, and question of reducing them be deferred until the October 1966 meeting. Mr. Bettes said that he did not oppose this suggestion, but that his company would question continuation of present dues level in view of ample funds now in hand. Mr. Hough moved that a committee of two be appointed by the President, or Vice President, to study the financial condition of the Institute and make recommendations as to what action should be taken. This committee to report to the Board of Governors at the October meeting. Motion seconded by Mr. Peele. So voted.

On motion by Mr. Peele, seconded by Mr. Bettes, it was voted to accept the Financial Report as presented by the Treasurer.

7. Mr. Rainey read the letter that President Brown had sent to Mrs. Myril C. Shaw on behalf of the Institute following her husband's death last November. He then read Mrs. Shaw's reply. It was agreed that both letters be made a part of the minutes of this meeting.

8. Mr. Rainey read a letter from George F. Jenkins in which he expressed his appreciation for the plaque that was sent him by the Institute following its presentation in absentia at our last meeting. This letter is made a part of these minutes.

9. Dr. L.J. Cralley - U.S.P.H.S. - was invited in to the meeting and asked to bring the Board of Governors up-to-date on the status of the Environmental Study. After reviewing the organizational changes that had taken place in the USPH Dept. since our last meeting, Dr. Cralley outlined the probable future course of the Environmental Study, which undoubtedly will be continued. In response to the question of whether the A.T.I. could or should be doing something to encourage his departmental heads to further the progress of the Environmental Study, Dr. Cralley felt that this was of course a matter entirely up to ATI itself, and he suggested no particular action that the ATI might wish to consider.

BB 0021007

10. Mr. J.D. McCluer, Chairman of the Special Task Force to revise outdated ASTM specifications on Asbestos Textiles, to avoid having them dropped from the ASTM Book of Standards for 1966, reported that the two most urgent ones, namely D 1571 on woven asbestos cloth, and D 315 on woven asbestos tape, would meet their respective deadlines. Also, that work had now started on D 1913 (Test for Asbestos Content) which is to be ready by October ASTM meeting.

It was moved by Mr. Peele, seconded by Mr. Bettles, that the members of the Special Task Force be complimented on the excellent progress they have made on revision of the ASTM specifications. So voted. It was agreed that the Board would continue to support the Special Task Force until such time as all specifications are completed.

11. The Secretary reported that the Fiber Testing Committee, thru its Chairman, J.P. Wronski, recommended that a printing order be placed immediately for the Second Edition of the Manual of Testing Procedures for Chrysotile Asbestos Fibre. All copy is now complete and has been approved by the Fiber Testing Committee. It is recommended that the order be placed for a total of 3000 Manuals and 5026 reprints of individual tests. The Secretary has received quotations from three printing concerns. On the basis of the lowest bid the total cost of the 3000 Manuals and 5026 reprints of individual tests is estimated to be approximately \$5900.00. This includes payments to the Technical Consultant (Mr. Tucker), and charges for preparing copy and shipping charges. Mr. Peele moved that the Secretary be authorized to place the printing order for the Manuals and reprints of individual tests as recommended by the Fiber Testing Committee. This motion was seconded by Mr. Bettles. Agreement was unanimous.

12. Mr. Rainey announced that U.S. Rubber Company had offered to supply a speaker for the June meeting. It was agreed that a talk on some aspect of merchandising would be acceptable in lieu of a technical paper.

13. Mr. Peele moved that the June meeting be held at the Barbizon-Plaza Hotel in New York City on June 9th and 10th. Seconded by Mr. Hough. So voted.

14. Mr. Hough moved that the date for the October meeting be set for October 6th and 7th to give ample time to find a good location away from New York City. As it will be the annual meeting, and wives especially invited, a nice location is most desirable. This motion was seconded by Mr. Peele. So voted.

15. The meeting adjourned at 6:08 P.M.

BB 0021008

Respectfully submitted,

H.E. Sunbury
H.E. Sunbury
Secretary

3500

ADDENDUM:

Re: H.K. Porter Company - subsequent to the meeting it was decided that a committee should visit H.K. Porter Company's top management in Pittsburgh and that Mr. Brown should try to make an appointment with Mr. J.S. Morrow, President of H.K. Porter Co. in advance of their visit. Mr. Brown & Mr. S.J. Peele, Jr., to serve as the committee.

THIS DOCUMENT WAS NOT A RECORD OF
PPG INDUSTRIES, INC. DID NOT COME FROM
IT'S FILES AND CANNOT BE AUTHENTICATED
BY PPG INDUSTRIES, INC.

NOT COME FROM PPG FILES

THIS DOCUMENT WAS NOT A RECORD OF
PPG INDUSTRIES, INC. DID NOT COME FROM
IT'S FILES AND CANNOT BE AUTHENTICATED
BY PPG INDUSTRIES, INC.

ASPECTOS TEXTILE INSTITUTE
Report of Funds

January 10, 1966

Balance on Hand at Last Report, Sept. 9, 1965

General Fund	\$ 2049.05
Savings Fund	21323.14
Petty Cash	<u>10.44</u>

\$23332.63

Receipts

To Savings Fund (Interest)	475.05
To General Fund (Book Sales)	<u>24.84</u>

Total On Hand and Received

499.89
23832.52

Disbursements

Legal Retainer (3 months ending 11/30/65)	500.00
Legal Travel	70.06
Telephone (4 months)	194.69
Dessing Expense (October 1965)	607.12
Fibre Test Manual Expense	592.32
Handbook Expense (3rd Edition)	53.02
Secretary's Travel	332.00
F.I.C.A. Tax	21.75
Office Rent (Two months)	83.32
Exhibit Expense	216.67
Exhibit Insurance (3 yrs)	135.00
ASTM dues (1966)	35.00
Printing & Office Supplies	157.15
Flowers (Dr. M.C. Shaw)	25.70
Petty Cash, vouchers 198-222 inclusive	<u>161.59</u>

3192.01

Balance On Hand as of Jan. 10th 20690.61

Funds

General Fund (Bank statement of 1/10/66)	1877.40
Savings Fund	18793.19
Petty Cash Fund	<u>15.02</u>

Total Funds

20690.61

Assets as of January 10, 1966

General Fund	1877.40(*)
Savings Fund	18798.19
Petty Cash on Hand	15.02
Accounts Receivable (1966 Dues)	9250.00
" (Book Sales)	1.00
Postage on Hand	2.04
Furniture & Equipment (Nominal Value)	<u>1.00</u>

Total Assets

\$29944.65

Liabilities (None)

Net Worth

\$29944.65

(*) \$1000.00 transferred from Savings to General Fund 11/19/65
 \$2000.00 " " " " " " 1/5/66

NOTE: THIS DOCUMENT DID NOT COME FROM PPG FILES

BB 0021009

THIS DOCUMENT WAS NOT A RECORD OF
PPG INDUSTRIES, INC. DID NOT COME FROM
IT'S FILES AND CANNOT BE AUTHENTICATED
BY PPG INDUSTRIES, INC.

Respectfully submitted,

H. E. Samsbury, Asst. Treasurer

3501