FILE NAME: Friction Materials Standards Institute (FMS)

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Mr. Greenen will contact Mr. Macfee to determine: Who's involved? Who to contact? Possibly arrange a meeting. Could Macfee form a committee? Report back to the Board.

Upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That the Friction Materials Standards Institute is interested in having contact with the hydraulic parts people so that we can re-affirm our interest in having them join the Institute.

REQUESTS FOR MAILING LISTS

Mr. Greenen brought up the point that many outsiders call the Institute to get mailing lists of the members. Ordinarily, these are machine tool manufacturers, materials suppliers, etc.

The Board confirmed that mailing lists are not available to outsiders, but if we feel there may be some interest in the product or service offered, the Secretary will clear it with the President and then issue a bulletin.

KAISER ALUMINUM & CHEMICAL CORPORATION

Mr. Greenen, disclosed a request from the Kaiser Agricultural Chemicals Division of Kaiser Aluminum for some guidance. They're working with a liquid compound for ice prevention and removal from highways, and they're concerned that spray might have some effect on brake linings. They are interested in testing to evaluate the effect on brake linings.

Mr. Greenen replied to their request which is being referred to our Brake Performance Study Committee. Mr. Greenen is requesting that the Brake Performance Study Committee contact Kaiser Aluminum.

DIRECTORY OF INSTITUTE COMMITTEES, ETC.

Mr. Greenen brought up the question of preparing a directory of Board Members, Committee Members, etc., with full addresses, zip codes, and phone numbers. It was recommended that such a directory be prepared:

Directory to include - Board of Directors, Officers, Delegates and Alternates, and Committees.

Distributed to: Board of Directors, Officers, Delegates and Alternates and Committee Chairmen.

This will be prepared in loose leaf form to facilitate up-dates.

ASBESTOS STUDY COMMITTEE

Mr. Greenen read from the minutes of the newly formed Asbestos Study Committee of September 15, 1971. Considerable interest was expressed in this work, and members of the Board requested that copies of these minutes be sent to them.

The Secretary will distribute minutes of the September 15, 1971 Asbestos Study Committee to the Board of Directors.

INSTITUTE DEVELOPMENT

Mr. Greenen discussed some earlier proposals for Institute action that the membership (delegates) had voted on. He suggested that some of these earlier proposals might be re-examined and perhaps new ideas proposed.

The Secretary suggested as a new concept the General Motors diagnostic approach to brake service on which Delco Moraine has considerable background.

Mr. Greenen will contact Mr. Kelly, Chairman of the Institute Development Committee, to go over suggestions.

FEE FORMULA COMMITTEE

The Secretary read the resolution passed by the Fee Formula Committee at its meeting on October 25, 1971. Also, a summary of the minutes of this meeting were read.

In summary the Committee had recommended adoption of the suggested Declaration Form with "Explanation of Category Filing" that was prepared by the Secretary on July 26, 1971. The essential change was that disc brake linings 3/4" thickness or over would fall in the block category rather than the lining category.

Mr. Comins' dissent from the Fee Formula's Resolution was discussed. Mr. Simon noted that while his firm might be charged the additional category, it was necessary to have this coverage should the truck disc brake market develop.

Mr. Gatke suggested that the wording be re-written to clarify lining thickness on an integrally molded assembly, where lining extends all the way to the under-side

The Secretary, considering tapered lining, suggested that the thickness measurement be made at the thickest point.

On motion duly made, seconded, and unanimously passed, it was

RESOLVED: That the recommendation of the Fee Formula Committee of October 25, 1971 be accepted, with the addition in the Explanation section of: "- - - at its thickest point. When measuring a lined shoe to determine lining thickness, measure from the top of the shoe."

RELOCATION OF INSTITUTE OFFICES TO NEW JERSEY

The President discussed the background for this move, and requested comment. Mr. Messier felt it was more important for the Staff to have good access to the Offices than for the Committees. Mr. McGovern questioned what were the advantages of the move. Mr. Greenen suggested a safer more modern environment. Mr. Simon felt that such a move was consistent with the Institute's desires to be more than just a service office. Several members felt the closeness to M.E.M.A. at the Teaneck Office was desirable. Mr. McGovern questioned whether we might be absorbed by M.E.M.A. Several members indicated that we would not tie in with M.E.M.A., but had no objection to a sub-lease.

The Secretary distributed literature on 222 Cedar Lane - Teaneck, and Bergen Mall - Paramus. The new lease in New York runs $7,800/year and we pay about $400 for janitorial services and $200 for drinking water (Gross $8,400). The New Jersey locations are talking in the $6,500 range. Bergen Mall is definite at $6,400. The specific rent at 222 Cedar Lane is not known but it is assumed to be about $6,500

if sub-let (M.E.M.A. has suggested $8.00/foot) and perhaps $7,000 from the landlord.

There will be additional costs - moving, some partitioning, possibly drapes and carpet (Bergen Mall includes carpets - drapes). Parking availability would be good at either location.

Mr. Stickles advised that as a New York Corporation we would need to maintain a New York address. It was suggested that Mr. Stickles' Office could serve as our New York State address.

The question of tax exempt status was brought up. Mr. Stickles explained that the move to New Jersey would, of course, not effect our Federal Tax Exempt status but we would lose our New York State - New York City Tax Exempt status. Mr. Drislane reported that he had discussed this with an individual at Trenton who indicated that if the Institute did not have a New Jersey Tax exemption, and had no income, it could be taxed about $109/year on a $70,000 net worth as a taxable corporation.

Upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That the Offices of Friction Materials Standards Institute be moved to New Jersey by December 31, 1971 or as soon before as convenient.

Two letters were read (Messrs. Weber, Brigleb) indicating a preference for 222 Cedar Lane. As Mr. Greenen had inspected both the 222 Cedar Lane and Bergen Mall Buildings on October 25, 1971, he felt we could hold off on Bergen Mall and deal with 222 Cedar Lane (there should be more space left at Bergen Mall if we do not go to Cedar Lane). It was decided to approach 222 Cedar Lane first, with Bergen Mall as the alternate location.

The Secretary was advised to contact M.E.M.A. (Bill Raftery) and the Landlord at 222 Cedar Lane, to get: Information on entry to space if sub-let
Terms of lease
Firm cost figures
Extra costs

This with information on floor layout, and firm annual rental costs (in standard lease format, if available) the Secretary is to send details to L. D. Stickles, Counsel. Mr. Stickles approval is required before a lease can be signed.

S. K. WELLMAN CORPORATION RE-INSTATEMENT

Mr. Brigleb brought up the fact that since S. K. Wellman is no longer a division of the Abex Corporation, it will seek membership on its own. As the predecessor S. K. Wellman Company was a member before the Abex acquisition, this will be a re-instatement rather than a new member, and there will be no initiation fee.

Upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That the S. K. Wellman Corporation be reinstated as an Active Member of the Friction Materials Standards Institute as of September 1, 1971.

As the Abex and Wellman product categories will be effected, both members will be contacted in order to record categories for the period January 1, 1972 to June 30, 1972.

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No further business was brought to the attention of the meeting. Upon motion duly made, seconded, and unanimously passed it was

RESOLVED: To adjourn.

Adjourned at 3:00 P.M.

E. W. Drislane
Secretary