MINUTES OF ANNUAL MEETING

of the

FRICTION MATERIALS STANDARDS INSTITUTE, INC.

Wednesday and Thursday, June 18, and 19, 1975, 8:30 A.M.

at

Innisbrook, Tarpon Springs, Florida

MEMBERS PRESENT	REPRESENTATIVES
Abex Corporation	S. S. Conway
Auto Friction Corporation	Stuart Comins
Bendix Corporation	
Friction Materials Division	F. E. Messier
Brassbestos Manufacturing Corp.	W. Simon
Carlisle Corporation	
Molded Materials Division	E. R. Zacharias
Gatke Corporation	F. T. Gatke
General Motors Corporation	
Delco-Moraine Division	R. E. Kettering (Proxy for Mr. Kick)
Hayes-Albion Corporation	M. Gudema
Maremont Corporation	
Grizzly Brake Division	J. W. Greenen
Molded Industrial Friction Corporation	M. Amos
H. K. Porter Co.	
Thermoid Division	A. Lechter Lopez
Raybestos-Manhattan, Inc.	R. R. Moalli
Reddaway Manufacturing Co.	F. W. Barton
Royal Industries Brake Products	D. Ogilvie
S. K. Wellman Corporation	J. E. Clegg
Wheeling Brake Block Mfg. Co.	L. Burgess

OTHERS PRESENT	
Abex Corporation	R. E. Nelson
Auto Friction Corporation	B. Kublin
Bendix Corporation	
Automotive Aftermarket Operations	W. J. Cooney
Heavy Vehicle Systems Group	R. Elliott
Gatke Corporation	H. Boyle
Maremont Corporation	
Grizzly Brake Division	W. Knight
	A. Laus
Molded Industrial Friction Corp.	T. Terrell
H. K. Porter Co.	
Thermoid Division	E. L. Werner
Raybestos-Manhattan, Inc.	D. E. Gow
Royal Industries Brake Products	W. M. Sleeth
	C. Newell
S. K. Wellman Corporation	G. A. Carrigan
Wheeling Brake Block Mfg. Co.	G. Stratton
Federation of European Manufacturers of Friction Materials (FEMFM)	R. Join
Clapp & Eisenberg	R. P. Gorman
Friction Materials Standards Institute	E. W. Drislane

Mr. Gatke, President, called the Meeting to order at 8:30 A.M.

MINUTES OF PREVIOUS MEETING

The minutes of the Meeting held June 26 and 27, 1974 had been distributed. No reading was requested nor were any corrections made thereto.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the minutes of the Meeting held June 26 and 27, 1974, be accepted as distributed.

PRESIDENT'S REPORT

Mr. Gatke, President of the Institute welcomed the Membership to the Annual Meeting at Innisbrook. Mr. Gatke read the President's Report. Please refer to Exhibit 1.

Mr. Gatke covered items of interest during the 1974-75 fiscal year and in particular thanked the Officers, Members and Staff for their cooperation during the past year. Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the President's Report be accepted as read.

REPORT ON BOARD OF DIRECTORS ACTIVITIES

The Secretary reported on the Board of Directors Activities for the fiscal year 1974-75. It was pointed out that in past years the report of the Directors activities was read near the close of the Annual Membership Meeting. However, during reports by various Committee Chairmen, questions would be answered by stating they would be covered later in the report on the Board of Directors activities. At the June 1974 Meeting it was suggested that the report on the Board of Directors activities be moved to the top of the agenda so that any similar questions could be resolved beforehand.

Mr. Drislane reported that there were four Board of Directors Meetings held since the Annual Membership Meeting in June 1974. There was one held on June 27, 1974 immediately after the Membership Meeting. Other meetings were held on December 19, 1974 in Paramus, and on March 13, 1975 in Chicago. In addition the Board of Directors had met at Innisbrook on June 17, 1975.

The Directors elected officers for 1974-75: Frank Gatke, President, William Simon, Vice-President, Andre Laus, Treasurer, Edward Drislane, Secretary. The Law firm of Stickles, Kennedy and Van Steenburgh and the auditors, Marshall Granger and Company, were retained for the 1974-75 fiscal year. The Budget and the Fee Formula for 1974-75 were approved. Mr. Dave Cow, Raybestos-Manhattan, tendered his resignation to the Board of Directors and Mr. Moalli, Raybestos-Manhattan, was appointed to replace him. Mr. Ronald Cutler, Abex Corporation, resigned from the Board of

Directors and Mr. Steve Conway, Abex Corporation, was appointed to replace him.

One of the main activities, which took time at several meetings, was the change of Legal Counsel. At the March 13, 1975 meeting, the Newark, New Jersey firm of Clapp & Eisenberg was selected to serve as Legal Counsel for the Institute effective June 1, 1975. Earlier, the firm of Shenier and O'Connor, of New York City, was selected to do our copyright work.

The Directors reviewed the investment recommendations of the Investment Advisory Committee. The Directors voted for acceptance of five new Regional Members to the Institute and the acceptance of Hayes-Albion as an Active Member. These were later approved by the Membership. Further, the Directors approved Kenebuc (Galt) Limited of Canada as a Licensee. In addition the Directors approved change of the date of the June Meeting to be held at Innisbrook.

At two Meetings, the Directors reviewed the problem of outside requests for catalogs which was settled by recommendation of current legal counsel. In addition the Directors reviewed a report which was written by the Secretary on a meeting held by the Truck Safety Equipment Institute (TSEI) concerning certification requirements of the American Association of Motor Vehicle Administrators (AAMVA). The TSEI was interested in financial support from the Institute for a possible suit against the State of Pennsylvania on the AAMVA certification requirements. The Board of Directors declined to offer financial assistance.

The Directors reviewed recommendations for a change in Historical Sales Reporting. They adopted reporting on a quarterly basis and included Regional Members paying Active Member's dues in the reporting companies. Acting upon a suggestion from a Director, the Board of Directors resolved to contact the Asbestos Information Association over possible financial help to that Association. The Secretary contacted the AIA, but the Asbestos Information Association indicated that they would prefer that individual company members support their Association. Mr. Drislane was directed to send a copy of the Asbestos Information Association correspondence to the Membership.

The Directors recommended that the Institute establish communications with the Federation of European Manufacturers of Friction Materials (FEMFM). Along this line Mr. Robert Join, Secretary of the FEMFM was invited to address our Membership. The Institute's copyrights were reviewed by new copyright counsel who indicated that these copyrights are valid and enforceable.

The Directors voted to increase Miss Duschek's Pension from $3,600 per year to $4,800 per year. The Secretary was directed to investigate the possibility of purchasing an annuity to protect Miss Duschek. In addition the Directors voted an increased salary for the Secretary, Mr. Drislane.

The Directors resolved to have the Data Book and Technical Committee do further study concerning the possibility of publication of a revised Industrial Friction Material Catalog. The Data Book and Technical Committee was also directed to study the subject of introducing the metric system to our bulletins and catalogs. The Directors reviewed the Defect Notification requirements referred to by both the Brake Performance Study Committee and Quality Control Sub-Committee. The Directors reviewed all Committee reports. The Directors declined to recommend action to be taken as regards the fallibility of the membrane filter method for the enforcement of the two fibers per cc limit in the work place. They did instruct Mr. Moalli to show the movie concerning asbestos in the work place entitled, "Killer Dust--A Standard Mistake." This is a television production put out by Granada TV which was given considerable publicity in Great Britain. This will be shown at the Membership Meeting.

The Board of Directors resolved to include in the Historical Sales Report the names of the individual members reporting in each category. This will be an item on the agenda at the Membership Meeting. Constitution and By-Laws recommendations that were presented by the Institute Development Committee were accepted. One item was referred to Legal Counsel for his review.

The Directors discussed the recommendation of the Institute Development Committee for a survey on Salesmen Compensation. Earlier the Institute Development Committee had turned down such a program, but the Board of Directors in a split vote recommended that the study on Salesmen Compensation Survey be made and they directed that a Compensation Study Committee be formed. No action had been taken by the President on this Committee. After considerable discussion, and because this was a divided decision, the Directors recommended that this be referred to the Membership for resolution. This will be an item on the agenda later in this Meeting.

The Trustees reported on the activities and balances in the Pension Trust. There is a pension program for Miss Duschek as well as an Employee Retirement Plan established in November 1973. Information on this pension trust is included in the reports. The Directors resolved that Members would receive free prints from the Institute on shipments of four or less prints in one order. This is to reduce cost to the Institute Office and cost to the Membership. In addition the Directors reviewed the Trade Act of 1974 which covers tariff negotiation with other countries, countervailing duties, and the like. Data on the Trade Act of 1974 will be sent in to the Institute Office for distribution to the Membership.

In addition the Directors reviewed the requirement that category filing for fee formula purposes be confidential. They had asked Legal Counsel to give his opinion on this subject. Legal Counsel advised that there was no reason why category filing had to be kept confidential. The Board of Directors voted to discontinue the confidential nature of this filing.

After discussion of the shortage of asbestos due to a fire in one of the mills in Canada and the long strike, the Secretary was directed to write a letter to the Honorable Congresswoman Millicent Fenwick supporting her bill for release of chrysotile asbestos from the National stockpile.

This is a report on the activities of the Board of Directors since the last Membership Meeting. Many of the items that are covered in this report are on the agenda for this Membership Meeting.

MR. ROBERT JOIN--FEDERATION OF EUROPEAN MANUFACTURERS OF FRICTION MATERIALS

(FEMFM)

The President introduced Mr. Robert Join of the FEMFM to address the Membership. Mr. Join is Executive Secretary for two organizations similar to those in the United States. The FEMFM would be similar to the FMSI. He is also secretary of an organization similar to the Asbestos Information Association: the Chambre Syndicale de l'Amiante (France). Mr. Join has background in the regulation and organization of friction materials manufacturers on the continent, and a responsibility for the industry association of asbestos users.

Mr. Join limited his presentation to the activities of the Federation of European Manufacturers of Friction Materials. This had to do with the regulatory climate in Europe and problems concerning a standard for brake linings to be used for replacement on vehicles in the Common Market. Mr. Join was invited to address our Meeting based on recommendations of the Board of Directors at their March 13, 1975 Meeting.

Mr. Join discussed some of the organizations in Europe. He indicated that each country in Europe has two members in the FEMFM. Mr. Join referred to two groups on the continent: ECE (the Economic Council for Europe) and EEC (the European Economic Communities). The EEC is a UN group based in Geneva and the EEC is the European Common Market group based in Brussels. Mr. Join presented a slide showing the organization of these groups and he pointed out that they are not only represented by European countries, but there is American, Japanese, and Soviet Union representation. The point made by Mr. Join is that some of the development taking place on the continent will not be limited to Europe. Some may have world wide effects.

Mr. Join referred to Regulation 13 that was drafted in 1958. This regulation, if implemented, could have the effect of requiring that all replacement brake linings be certified as satisfactory by the vehicle manufacturers. In 1971, the EEC moved to make these requirements compulsory for countries in the European market. If such action were implemented it would have most serious consequences for independent brake lining manufacturers.

Mr. Join will draft a summary of his comments to the Membership and forward them to the Office for distribution to the Membership. At the conclusion of Mr. Join's talk there were questions concerning the industrial climate in Europe and the regulations in effect for brake lining manufacturers. Mr. Conway pointed out that Mr. Join had gone to great effort to come to the United States to present this talk. Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the Institute expresses their thanks to Mr. Join for his efforts in presenting background on the European friction materials situation to the Institute.

It was pointed out that Denmark is the Secretary for Working Group 2 of ISO TC 22. This group is working on classification of brake linings in an effort to use such classification for qualifying material for replacement brake lining usage. Mr. Nelson, Chairman of our Brake Performance Study Committee, attended meetings in Denmark in June 1974. The work being done by Working Group 2 should be of interest to all manufacturers of brake linings.

INTRODUCTION OF MR. ROBERT GORMAN, LEGAL COUNSEL

The President introduced Mr. Robert Gorman of the Newark, New Jersey firm of Clapp & Eisenberg. Mr. Gorman is the legal counsel selected by the Directors. Mr. Gorman discussed briefly the background of his firm, and indicated his pleasure at being selected as Legal Counsel for the Institute.

TREASURER'S REPORT

Mr. Andre Laus, Treasurer of the Institute presented the Treasurer's report for the 1974-75 fiscal year. Please refer to Exhibit 3.

Mr. Laus pointed out that the results in this report were projected to June 30, 1975 based on data available as of April 30, 1975. There could be changes in some of the line items. He reviewed performance versus budget which projected a net favorable variance of $11,520, based primarily on the increased membership fees from new regional members and the interest income which was not reflected when the budget was prepared. Mr. Laus pointed out that the Institute continued to be in healthy financial shape. This projected income would bring our Capital and Surplus to about $140,000 as of June 30, 1975. Mr. Laus concluded the report indicating that we had shown an excess of income over expenses for the past several years during which time there has been no increase in the dues level. He specifically referred to the twelve year financial summary which accompanied his report.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the Treasurer's report be accepted as written.

MEMBERSHIP COMMITTEE

Mr. Greenen, Chairman of the Membership Committee submitted this report. Please refer to Exhibit 2.

Mr. Greenen indicated we had gained five Regional Members and one Licensee during 1974-75. The Institute lost World Bestos Division of Firestone, a long time member of the Institute. Hayes-Albion Corporation, a new manufacturer of friction materials, joined the Institute.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the Membership report be accepted as written.

INVESTMENT ADVISORY COMMITTEE

Mr. William Simon, Chairman of the Committee presented the report. Please refer to Exhibit 4.

In summary Mr. Simon indicated that the Institute had maintained most of its funds in higher interest bearing time-deposits. The Institute was unable to place funds in treasury obligations when the old time-deposits matured, because of the falling interest rates for treasuries. It was indicated that

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interest income in 1974-75 will be approximately $9,800.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the report of the Investment Advisory Committee be accepted as written.

BUDGET COMMITTEE

Mr. James Clegg, Chairman of the Budget Committee, presented this report. Please refer to Exhibit 5.

The Budget Committee proposed a budget of $78,575 for the 1975-76 fiscal year. This would be $4,525 more than the 1974-75 budget and about $2,300 over that which was projected for 1974-75 as of April 30, 1975.

After the budget had originally been submitted by the Committee it had been decided to increase pension fund payments to Miss Duschek by $1,200 annually. As a result the budget as approved by the Board of Directors was increased to $79,775 for the 1975-76 fiscal year. Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the report of the Budget Committee be accepted as read.

FEE FORMULA COMMITTEE

Mr. Andre Laus, Chairman of the Fee Formula Committee presented this report. Please refer to Exhibit 6.

Based on the original budget recommended by the Budget Committee, the Fee Formula Committee recommended that the annual fee schedule remain the same for 1975-76 as it has been for the last four years. This would be Active Members: basic fee $1,050, per category $650; Regional Members: individual $1,300, association $2,200; Licensee $500. Regional Members with the same rights as Active Members would pay the same fee schedule as Active Members.

During the meeting the budget was increased by $1,200 to a figure of $79,775. Based on the projected membership and categories for 1975-76 this would produce a $2,625 operating deficit. However, this projected operating deficit does not include approximately $10,500 of interest income anticipated for 1975-76.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the fee formula be continued for 1975-76 as it was in this past fiscal year. Active Members: basic fee $1,050, per category $650; Regional Members: individual $1,300, association $2,200; Licensee: $500.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the report of the Fee Formula Committee be accepted as written.

PUBLIC RELATIONS COMMITTEE

Mr. William Simon, Chairman of the Public Relations Committee submitted this report. Please refer to Exhibit 12.

Mr. Simon indicated that there had not been much in the way of press releases in the 1974-75 fiscal year except for the announcement of election of officers at last year's meeting. Mr. Simon, at the Directors Meeting, distributed copies of public relations releases printed in the automotive trade journals for the past several years. This distribution was made at the request of Mr. Dave Gow at the June 1974 Meeting. Mr. Gow was presented a copy of these press releases.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the report of the Public Relations Committee be accepted as written.

INSTITUTE DEVELOPMENT COMMITTEE

Mr. Conway, Chairman of the Institute Development Committee presented this report. Please refer to Exhibit 10.

In the report, the Committee had recommended the changes in the Constitution and By-Laws pending review by Legal Counsel. Also the Committee recommended that contact be established with the Federation of European Manufacturers of Friction Materials. The Committee studied the suggestion on a proposed survey of Salesmen Compensation and recommended that it not be considered further. Also the Committee made several recommendations concerning the Historical Sales Reporting. In addition there were recommendations concerning the Asbestos Information Association and the possibility of producing a lined shoe catalog.

Items such as the Historical Sales Reporting will be covered in a separate section of the Minutes.

As regards the surveyoon Salesman Compensation, this (as noted above) had been rejected by the Institute Development Committee. However, at the March 13, 1975 Meeting of the Board of Directors, the Board overruled the Institute Development Committee's recommendation.

Mr. Messier discussed the general targets to be sought in a survey of this type. He indicated that the survey would perhaps be similar to that of the MEMA for content, but it would be targeted into the friction materials area. At the Board of Directors Meeting on June 17, 1975 it was decided that since the Directors were split they would refer this problem to the Membership. In response to a question, the Secretary made an estimate that the fee for such a survey would be $1,000. A member questioned whether this was low since our Historical Sales Reporting costs more than this. The Secretary replied that he felt that the Salesmen Compensation survey would be a one time survey whereas Historical Sales Reporting is on a quarterly basis.

Mr. Messier indicated that such a survey would not tell a member what he had to do. It would only serve as a guideline. Others indicated that different members marketed their products in different fashions. For example, some sold to wholesale distributors whereas others sold to re-builders and others to national accounts. What would have meaning to one company might have little meaning to another. One member stated that there was sufficient information available now. A motion was made to support the Institute's sponsoring a Salesmen Compensation Survey. Motion was seconded. This motion to proceed with the Salesmen Compensation Survey was rejected, with 3 in favor and 12 opposed.

The Committee Chairman reported that the recommendations for changes in the Constitution were referred to Legal Counsel for his review. After review by Legal Counsel the changes will be submitted to Membership for ballot.

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

> RESOLVED: That the report of the Institute Development Committee be accepted as read.

HISTORICAL SALES REPORTING

At the Board of Directors Meeting on June 17, 1975 it had been resolved that the Historical Sales Report would include the names of the companies reporting in each category if at least four companies reported in that category. At this point, discussion turned to the difficulty that some members had in gathering the data on a quarterly basis. A member asked what would happen if, as in the clutch facing category with only a few suppliers, one member missed reporting. Wouldn't others be able to estimate quantities by the individual company. It was suggested that these two problems should be isolated: (1) the reporting on a quarterly basis and (2) listing the participants reporting in each category. After considerable discussion it was recommended that the report be put on a quarterly basis for a trial period of one year. It was stated that sales statistics are already on a quarterly basis with the first report having just been complete for the period to March 31, 1975.

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

> RESOLVED: That the Historical Sales Reporting will continue on a quarterly basis for a one year trial period.

Discussion next turned to the listing of the participants who are engaged in each category. Legal Counsel had stated at the Directors Meeting that if at least four were reporting in each category he did not feel that there was any problem. If this were a single line association, such as carburetors, there would be no problem. All would know from the report who are reporting. The fact that there are four lines in our reports does not make our problem any different from four single line associations. However, it was stated that it was difficult to divorce the quarterly reporting from the listing of the individual company engaged in each category. Several motions were suggested concerning both the quarterly reporting and the listing of the individuals reporting in each line. One member stated that if the individual oompanies reporting in each line were to be listed that his company might discontinue reporting. The problem of getting data out on a quarterly basis could mean, that if his report was late, that listing of figures by product line could disclose too much. A motion was made but not seconded that the reporting be put back to a semi-annual basis.

A motion was than made to continue reporting on a quarterly basis as had been resolved earlier, but to not list the individual companies reporting units sold in each category.

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

RESOLVED: That the Historical Sales Reporting would continue on a quarterly basis for a one year trial period but that the individual companies reporting in each category would not be listed.

NOMINATING COMMITTEE REPORT

Mr. Messier, Chairman of the Nominating Committee reported on the recommendations of this Committee. He reported that there were three Directors terms which were expiring this year: W. Simon, Brassbestos Manufacturing Company; S. S. Conway, Abex Corporation; R. R. Moalli, Raybestos-Manhattan Inc. After due consideration and in accordance with the requirements of the Constitution the Chairman presented the following candidates for election to the Board of Directors: W. M. Sleeth, Royal Industries Brake Products; S. S. Conway, Abex Corporation; R. R. Moalli, Raybestos-Manhattan, Inc. Other nominations were called for but none were made.

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

RESOLVED: That nominations be closed.

The Secretary was directed to cast one vote for the election of the three nominees to the Board of Directors. The Secretary advised that the ballots had been cast. Mr. Gatke advised that with the election of these three candidates, and the four Directors whose terms have not expired, the Board now consists of the required seven members.

ASBESTOS STUDY COMMITTEE

Mr. I. H. Weaver, Chairman of the Asbestos Study Committee had submitted a written report for the membership. Mr. Drislane read the report for Mr. Weaver. Please refer to Exhibit 9.

Mr. Weaver's report expressed concern for the accusations that have been pressed against the industry concerning the asbestos standards. He reviewed some of the activities of the regulatory agencies over the past year. Mr. Weaver indicated that installers of friction materials are now coming under the surveillance of Dr. Selikoff and other proponents of stronger regulations. Mr. Weaver did not forsee any change in the attitude of the regulatory agencies.

After discussion, upon motion duly made, seconded, and passed with 15 affirmative and one negative, it was

RESOLVED: That the report of the Asbestos Study Committee be accepted as written.

At this point it was stated that the Directors had earlier directed the Secretary to correspond with the Asbestos Information Association concerning possible financial support for that association. Immediately prior to this meeting, a reply had been received from the Asbestos Information Association indicateng that it would prefer that support of the Association be made by individual company membership. The Secretary was directed to distribute copies of this correspondence with the Asbestos Information Association to the Membership.

At the conclusion of the morning session on June 18, Mr. Noalli showed a movie that was televised in Great Britain by Granada TV. This movie was entitled "Killer Dust--A Standard Mistake." This movie covered the controversy between Dr. Selikoff of Mount Sinai and Dr. Lewinsohn of TBA, Great Britain. In the presentation, Dr. Selikoff stated that his interpretation of the statistics indicates a need for a lower limit for the fiber count than the 2 fiber per/cc limit that is to go into effect on July 1, 1976.

BRAKE PERFORMANCE STUDY COMMITTEE

Mr. Nelson, Chairman of the Brake Performance Study Committee delivered this report. Please refer to Exhibit 7.

Mr. Nelson's report dealt with the many problems facing our industry with emphasis on the regulatory aspects. Mr. Nelson reviewed our contacts with the National Highway Traffic Safety Administration (NHTSA), American Association of Motor Vehicle Administrators (AAMVA), Vehicle Equipment Safety Commission (VESC) and various states. Changes and proposed changes to Standard 105-75 (Hydraulic Brake Systems) and Standard 121 (Air Brake System) were discussed. Perhaps the most important work was that concerning Docket 1-4 which the NHTSA entitles "Brake Shoe and Pad Assembly". We have referred to this as the replacement brake lining standard.

Information had been requested of NHTSA concerning dimensions, loading and weights on passenger car brakes for the purpose of trying to classify duty conditions with paramaters such as horse power per square inch of swept area. The purpose was to reduce the number of tests to qualify replacement linings, regardless of whether a vehicle, dynamometer or friction machine test was used. The NHTSA advised that they would not gather this information but would continue with research to develop a "more practical approach to the brake lining standard."

Mr. Nelson discussed the defect notification requirements that now cover equipment manufacturers. The Quality Control Sub-Committee had also reviewed this defect notification requirement. Regulations have now been proposed to implement Public Law 93-492 which extended the notification requirements to equipment manufacturers. One of the points was that there was a three year notification requirement on tires. It was suggested that brake linings are a consumable item similar to tires. Mr. Nelson pointed out that tire manufacturers must advise all end purchasers on a defect notification program. He felt that we would rather have the eight year notification requirements than the three year tire requirements because of this notification requirement.

In response to a question Mr. Nelson felt that the 277 foot stopping distance at sixty miles per hour in Standard 121 is realistic. It is equivalent to a thirteen foot/sec^2 deceleration.

Upon motion duly made, seconded and unanimously passed it was

> RESOLVED: That this report of the Brake Performance Study Committee be accepted as written.

Futher, the Membership extended their thanks to Mr. Nelson for his work with this Committee.

QUALITY CONTROL SUB-COMMITTEE

Mr. Drislane read the report which was prepared by Mr. John Easton, Chairman of the Quality Control Sub-Committee. Please see Exhibit 7.1.

Mr. Easton's report indicated that the Committee Members were working on an outline and overall theme for finalizing a quality control package. Also mentioned was Public Law 93-492 and the proposed implementing requlations in the Federal Register of May 6, 1975. Mr. Nelson had covered the Committee's comments concerning these regulations on defect notification requirements for equipment manufacturers.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the report of the Quality Control Sub-Committee be accepted as written.

ANNUAL MEETING COMMITTEE

The report on the Annual Meeting Committee was prepared by its Chairman, Mr. F. W. Barton. Mr. Barton was unable to attend the Thursday session and his report was read by Mr. Ross Kettering of that Committee. Please see Exhibit 14.

The report in essence recommended a return to Innisbrook for the June 1976 Meeting. Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the report of the Annual Meeting Committee be accepted as written.

The Secretary was directed to make arrangements to return to Innisbrook for the June 1976 Meeting.

DATA BOOK AND TECHNICAL COMMITTEE

Mr. Moalli, Chairman of the Data Book and Technical Committee presented this report. Please refer to Exhibit 8.

The Chairman's report covered items such as the Brake Block Identification Catalog to be published in 1975, and some changes in cover design for the Institute's catalogs. The report also covered the listing of imported vehicle brake shoes in the Brake Shoe Catalog and possible up-dating of a new Industrial Friction Material catalog. It was pointed out that Institute bulletins would in the future be published on both sides of the paper to reduce cost of printing and mailing. Mr. Moalli also reported that the passenger car drum brake lining consolidation program had been discontinued based on the complexity of the work.

A question arose concerning the metric system. Mr. Moalli indicated that the metric system has been discussed at a committee meeting. The problem is whether to start entering metric below the English units in the numerical section of the Automotive Data Book and Supplement. There was a question asked as to how to phase in metrics. The Board of Directors directed the Data Book and Technical Committee to study the problem of conversion to metrics and the inclusion of metric data in the catalogs.

At the Board of Directors Meeting it was resolved that the Committee should review a program for an Industrial Friction Materials Catalog and report back to the Directors on the scope and planning necessary for such an undertaking. The study of metrics and the Industrial Friction Material Catalog will be agenda items at the next Data Book and Technical Committee meeting. Mr. Moalli pointed out in his report that the cover on the catalogs had been designed years ago and has basically remained much the same. The Committee liked the idea of line drawings on the covers as shown on the Brake Block Identification Catalog and on the Brake Shoe Identification Catalog. It was recommended that line drawings appear on all catalogs. In response to a question, the Secretary indicated that he hoped to have a Brake Block Identification Catalog printed by October 1975.

In Mr. Moalli's report he discussed the point that some printers are reluctant to bid on Institute catalogs because of the multiple billing. A brief survey was made on the possibility of Helm Incorporated distributing catalogs for the Institute, but it was not felt that this was the solution to the multiple billing problem. It was pointed out that if the Institute were to pay cash in advance they might get a better price for the catalogs. Would this be an advantage to the members? Currently we have two printers (Success, Inc. and Tweddle Litho) bidding on our catalogs. The Secretary pointed out that we expect to have two additional printers bidding on our catalogs for the next issue. It was suggested that the Institute might guarantee payment for the orders. The Secretary pointed out that the only collection problems over the past several years have been with Regional Members. Sometimes a difficulty on collection can be a dispute between the printer with a Member claiming that they did not receive full shipment. It was suggested that the Institute consider handling all the billing and making payment to the printer directly. When the next Data Book is printed, the printer will be asked for two bids: (1) With multiple billing now in effect. (2) With billing to the Institute only with shipment to the various members. The Secretary was directed to try this and report on any price advantage from such bidding procedure. Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the report of the Data Book and Technical Committee be accepted as written.

Further the Membership wished to express their thanks to the Chairman, Mr. Moalli, for a job well done.

GOLF TOURNAMENT

A member suggested that at future annual meetings a golf tournament be sponsored by the Institute. On a show of hands, twelve members indicated that they would be in favor of such a golf tournament. A suggestion was made that Mr. Messier chair an unofficial committee to organize this golf tournament. Mr. Messier accepted this responsibility and thanked the members for the honor bestowed upon him. A golf tournament will be a feature of the Annual Meeting in June 1976.

ORGANIZATION OF ANNUAL MEETING

Mr. Clegg pointed out that the more formal organization of this Meeting, including the use of name tags and seating arrangements at the banquet, had been decided by the Board of Directors based on comments after the June 1974 Meeting. He felt that criticism of the earlier meeting was constructive and that the changes evident at the 1975 Meeting indicated the willingness of the Officers and Directors to respond to problems that are called to their attention. In particular he wished to express a vote of thanks to those responsible for this Meeting.

The modified American plan at this Meeting was discussed. It was pointed out that with the MAP the Institute is credited for the individual's basic food allowance for the banquet. It was suggested that the MAP be continued as it helps keep Members at the meeting site.

TELEGRAM TO MR. DALY AND MR. McGOVERN

Mr. Conway suggested that a telegram be sent to Mr. James McGovern, former President and long time Director of the Institute who retired a few years back, and to Mr. Al Daly who was our Treasurer for several years, and suffered a stroke two years ago. A telegram would be sent to wish them well. Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That telegrams of appreciation be sent to Messrs. McGovern and Daly.

The text of the telegram drafted was as follows: "DURING THE ANNUAL MEETING OF FMSI THE MEMBERSHIP VOTED 10 TO 9 TO SEND THIS TELEGRAM OF APPRECIATION TO YOU WHO HAVE SERVED IT WITH SUCH DEDICATION. WE ALL MISS YOU."

Telegrams were sent by the Institute to Mr. McGovern and Mr. Daly.

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There being no further business called to the attention of the Membership, upon motion duly made, seconded and unanimoulsy passed it was

RESOLVED: To adjourn.

Ajourned: 10:30 A. M.

E. W. Drislane
Secretary

FMSI 02226