PLAINTIFF'S EXHIBIT
G-261

ASBESTOS TEXTILE INSTITUTE

MEETING - BOARD OF GOVERNORS

February 6, 1975

Holiday Inn-Independence Mall, Philadelphia, Pennsylvania

IN ATTENDANCE:

Garlock Inc. - A. Kuzmuk, Chairman
Amatex Corporation - J. L. Rainey
Raybestos-Manhattan, Inc. - M. Q. Scowcroft
Southern Asbestos Company - E. C. Bratt
Uniroyal, Inc. - E. A. Morris

A. C. F. Finkbiner, III, Esq., Johns-Manville Corporation
W. B. Alcorn, Jr., Esq., Legal Counsel
D. M. Fagan, Executive Secretary, Asbestos Textile Institute

M I N U T E S

1. The February 6, 1975, Meeting of the Board of Governors of the Asbestos Textile Institute was called to order at 3:30 p.m. by Chairman Kuzmuk.

2. Upon presentation, it was moved by Mr. Morris and seconded by Mr. Scowcroft to dispense with the reading of the Minutes of the last stated Meeting and to accept them as written. The motion was approved, unanimously.

3. In the absence of Treasurer Scanlan, the Executive Secretary reported on the following financial matters.

a) IRS Form 990—Return of Organization Exempt From Income Tax for Fiscal Year 1973/74 had been prepared and mailed to the Internal Revenue Service on January 6, 1975.

b) The Financial Report for the period September 1 through December 31, 1974, (attached hereto in its entirety) was reviewed. At the start of the period the Institute had a total cash balance on hand of $14,051.44. Following receipts of $28,691.18 (including over $19,000.00 for Test Manual sales and almost $9000.00 for the Litigation Defense Fund), and disbursements for general purposes of $15,332.21 (including $12,000.00 toward Test Manual printing costs) and payments covering litigation costs of $3,068.57, the actual cash balance on hand at December 31, 1974, totaled $24,341.84 ($10,164.78 for general purposes and $14,177.06 in the Litigation Defense Fund). Adding to this figure such items as Accounts Receivable and a nominal $1.00 value for furniture and equipment, the total net worth of the Institute at calendar year-end was $30,001.74. . . . Speaking strictly about the Institute's general expenses, $3,322.21 has thus far been expended against the budgeted figure for the year of $12,985.00. . . . The Secretary advised there had been a slight change in the method of keeping the books in that we are now charging to the Litigation Defense Fund those

extraordinary office expenses that are being incurred because the Institute is involved in the Tyler litigation. These unusual costs are for items such as use of the telephone, postage, printing supplies, etc.

c) Concerning the Chrysotile Asbestos Test Manual, 3rd Edition, after all anticipated expenses are taken from known receipts, and subsequent to our repaying the Quebec Asbestos Mining Association the $2100.00 it advanced us toward the printing bill, we will this year probably show a loss of some $2000.00. However, we have 136 extra copies which will be available for sale at a cost of $18.95 to non-members or $12.30 to members. When all of these copies "in stock" are sold (which could take a few years), the final picture should be somewhere between a maximum gain of $800.00 and a minimum loss of $50.00. . . . At the request of the Secretary, it was moved by Mr. Bratt, seconded by Mr. Morris, and so carried, that the Secretary has the approval of the ATI Board of Governors to refund the afore-mentioned $2100.00 to QAMA.

d) Also reviewed was the financial status of the Litigation Defense Fund from its beginning on April 1, 1974, through February 5, 1975. The figures will show that after receipts from Special Assessments #1 and #2 on the Regular Members and from Voluntary Contributions received thus far from the Associate Members and following disbursements for legal fees and expenses, the cash balance on hand as of February 5, 1975, amounted to $17,260.53. (Secretary's Note: If you deduct the $248.40 for extraordinary office expenses as shown on page 1 of the Financial Report, the actual cash balance at February 5, 1975, was $17,012.13).

e) As a final matter, invoices were mailed January 2, 1975, to member companies for annual dues for the Year 1975. Out of an anticipated $13,125.00, the Institute has to date received $12,000.00.

4. Chairman Kuzmuk appealed to the Governors for someone to offer to house the remaining 136 copies of the Test Manual. Storage space at ATI Headquarters is nil and all the company involved would have to do would be to store the Manuals and ship them as orders are received. The ATI Secretary would supply mailing labels and would handle all necessary correspondence, invoicing, and so forth. Mr. Rainey will look into the matter and the Secretary will be in contact with him concerning how many cartons are involved, and the measurements of each carton. If it is not possible to house the Manuals at Amatex Corporation, Chairman Kuzmuk will see if they can be stored at Garlock Inc.

5. Chairman Kuzmuk advised there already is a correction in the offing to the Test Manual in that the figures on pages D-7/9, D-7/10 and D-7/11 concerned with the "freeness filter" are incorrect. New pages will be issued in due time either by QAMA or ATI. In the meantime it is recommended that the dimensions given should not be used. It is not known at this time what costs will be incurred to print the revisions, or who will underwrite the costs, although this matter will more than likely have to be discussed at a later date.

6. Chairman Kuzmuk informed the Governors that Nicolet Industries, Inc., had tendered its resignation from the ATI, effective December 31, 1974 — a move that was considered appropriate by Guy George Gabrielson, Jr., President of Nicolet, since the company has discontinued all asbestos textile manufacturing and marketing activities. Mr. Gabrielson did advise, however, via letter of January 7, 1975, that Nicolet "intended, subject to further consideration at

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any time, to continue its financial support of the Texas lawsuits (Yardle and Kay) at the same level of contributions as would apply if it were to remain members of the Institute." The resignation was unanimously accepted, with regret, by all Members of the ATI Board of Governors.

7. As reported by Chairman Kuzmuk, the 1975 Membership Directory of the Institute will be issued shortly, as soon as all returns are in from the members concerning company representation, addresses, telephone numbers, etc. Attorney Alcorn counseled it should not pose any problems to again include the personal section at the back of the Directory. The Governors agreed that this section should continue to be a part of the printed roster.

8. The Chairman read a letter from Milton Q. Scowcroft, immediate past Chairman and President expressing appreciation for the Atmos clock presented to him at the 1974 Annual Meeting. Mr. Scowcroft acknowledged the importance of the contributions made by each member during his tenure toward keeping a continuity in ATI activities. He further expressed the hope that the Institute is successful in maintaining the organization in some form as there is work still to be done in the small but vital asbestos textile industry.

9. Chairman Kuzmuk advised that on behalf of the Institute, he would be presenting an engraved, walnut plaque to Paul O. Nicodemus at the General Meeting the next day in appreciation of his many years of service and contributions to the asbestos textile industry. Mr. Scowcroft recalled that Mr. Nicodemus had written the most authoritative paper ever published on asbestos and magnetite.

10. It was reported by the Chairman that W. B. Mitchell would be attending meetings of ANSI Committee L-18 on Protective Occupational Clothing, representative of both ASTM and ATI. The next meeting of the group has been rescheduled for March 20, 1975, in Washington, D. C.

11. Concerning future revisions of the "Proposed Standardization Program Analysis for FSC 2530—Vehicular Brake, Steering, Axle, Wheel and Tract Components," the Governors were advised that since FSC 2530 does not fall within the realm of ATI matters, the Institute has advised the Defense Supply Agency that all references to the ATI as co-sponsor should be withdrawn.

12. COMMITTEE REPORTS & DISCUSSION:

a) Technical — report by committee member W. Maaskant, Amatex Corporation — The Committee will discuss the results of interlaboratory tests concerning ASTM Specification D628—Asbestos Tubular Sleeving; hopes to have the results of the reruns on the Round Robin tests concerning ASTM D1061—Asbestos Lap; and will have general discussions on ASTM D1571—Woven Asbestos Cloth and on ASTM D315—Woven Asbestos Tape.

b) Fiber Research and Testing, Technical Subcommittee — no report was presented although it was realized by the Governors that this activity is in search of meaningful projects and that more will be learned when such programs are established or proposed.

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c) Environmental — report by Chairman L. E. Moody, Southern Asbestos Company — The Committee will make a complete review of OSHA Standard 1910-93a, item by item, in an effort to help interpret its content. It is felt that OSHA inspectors will probably interpret the paragraphs differently than will the industry. Also, the group will continue what had been started at the last meeting and that is to discuss consistency of application of safety practices at all asbestos textile plants during OSHA inspections. For purposes of information, Attorney Alcorn requested that the Environmental Committee, if possible, alert him to any adjudications handed down by OSHA with respect to violation of the OSHA Asbestos Standard.

13. FUTURE ATI MEETING SITES AND DATES:

Chairman Kuzmuk referred to a past decision of the Board of Governors to cancel the previously-selected sites for the 1975 and 1976 Annual Meetings, a decision that was made since it appeared there was a need to save money. The Chairman felt, however, that perhaps the money would be well spent toward keeping the solidarity that the Institute currently maintains; a fact that the Chairman felt was worthy of consideration. He further expressed the feeling that future meetings need not be held at the most expensive of places and that they should be easily accessible via air. Consequently, the following sites and dates were agreed upon by the Board of Governors (all dates and places are confirmed.):

1975 Jun 5-6 — Stouffer's, Atlanta, Georgia
1975 Oct 1-3 — Amelia Island Plantation, Amelia Island, Florida
1976 Feb 5-6 — New Orleans Marriott, New Orleans, Louisiana
1976 Jun 3-4 — Twin Bridges Marriott, Arlington, Virginia
1976 Oct 6-8 — Savannah Inn & Country Club, Savannah, Georgia
1977 Feb 3-4 — The Mills Hyatt House, Charleston, South Carolina

14. A continuation of the discussion begun at the last meeting of the Board concerning redirection for ATI was brought before the Governors by Chairman Kuzmuk. In reopening the discussion, the Chairman recalled prior consideration given to the possibility of the Institute sometime in the future becoming a division of the Asbestos Information Association/North America — and to perhaps widening the horizons of the ATI by becoming a high-temperature, heat-resistant fabric or yarn organization. The Chairman expressed the opinion that a broadening of the organization would certainly help to keep it a viable group. He stated that companies that, in the past, had been manufacturing materials that contained 100% asbestos are now using combinations, such as asbestos and glass, and that often the result is a superior product in certain applications. He felt the matter merited discussion but stated that an important factor to be considered would be the effect such a move would have on individual member companies. During discussion it was brought out that such a redirection would help to keep abreast of the technology of competitive materials and would also assist in answering the needs of customers who are now and will be looking for alternatives to asbestos-containing textile materials. It was thought that perhaps the Technical Committee should undertake a study of substitutes for asbestos materials to allow performance comparisons and perhaps

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the results could be printed in booklet form for use by the member companies. This could be an interesting and useful investigation in [redacted] members advance information of what might be the future competitive materials which may, because of their suitability and because of the environmental pressures on the asbestos industry, be effective and acceptable substitutes. Contrarily, it was believed by many on the Board that the thrust of the Institute and of the member companies or divisions of the member companies was asbestos textiles and that this should not be diluted in any way. Legal Counsel stated there is nothing wrong, legally, with making a study of competitive products for the benefit of the products with which you are involved. It was further felt by many that there was an advantage to the existing "smallness" of the organization. Following a detailed discussion, the matter was withdrawn by Mr. Morris, originator of the suggestion.

15. Chairman Kuzmuk reported that he has requested a copy of the Proceedings of the International Conference of Asbestos Associations and Asbestos Information Bodies, held November 28-29, 1974, in Paris, France, by the Chambre Syndicale de l'Amiante and the U. K. Asbestos Information Committee. When made available, their contents may be brought before the Board for discussion if it is deemed they merit such consideration. ATI was represented at the Conference by a member of the Garlock organization.

16. Just as a matter of information, Chairman Kuzmuk briefly reviewed the last six items on page 2 and the first two items on page 3 of the Board Agenda which is attached to the front of these Minutes. Each Governor had already been alerted to the studies, prior to this Meeting. . . . At the request of Mr. Morris, the Secretary had compiled a few statistics from the files of ASBESTOS Magazine which perhaps would show some sort of a trend to compare with figures given by Barry I. Castleman (Maryland Public Interest Research Group) to substantiate his allegations about "the flight of the asbestos industry to unregulated countries." Although the statistics from the Secretary are limited and incomplete, they are available without charge to any member company if it is felt they might be of some interest.

17. Mr. Morris was given the floor to discuss a proposal he wished to present to the Board of Governors. He explained that the proposal was one of the reasons why he asked the Secretary to pull together the import and export statistics referred to in Item 16 to be able to compare the afore-mentioned figures in the Castleman report with those issued by the Bureau of Mines, U.S. Department of the Interior. Uniroyal, Inc., intends to investigate the possibility of the imposing higher and more-restrictive tariffs on asbestos imports from off-shore installations. Albeit a self-serving proposal, Uniroyal intends to pursue this and it would like very much to have the support of the ATI in its quest. Uniroyal feels it has a vested interest in the domestic markets and an off-shore operation has a competitive edge because of differentials in such things as labor costs. Uniroyal intends to do everything possible to protect its markets in the U.S. and it intends to pursue this issue to the fullest.

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A comment to the above by Legal Counsel was that what Mr. Morris proposed, as he understood it, was a lobbying approach to the Government. That in itself is legally permissible under the Noerr doctrine. Obviously, however, there could be conflicts within the organization itself.

The imports about which Mr. Morris was concerned are imports of textiles which could be converted into a fabric or similar application by a domestic manufacturer. His concern is for the future. Within 18 months domestic manufacturers of asbestos textiles must meet the two-fiber limitation set by OSHA. He feels that this will be allowed to mature although there may be an abatement period or an extension. We may have a year or so extension but sooner or later, within 18 months, this point is going to rise. Uniroyal knows where it stands today insofar as current dust levels at its plants are concerned. It knows what must be done to meet the two-fiber level. It also knows how its products perform in the marketplace and that the health issue is not going to be a problem with its customers. But it is not going to sit still and spend money to get below a two-fiber limit and have someone sitting off-shore be allowed to bring in a yarn or a fabric and perhaps sell the product to its customers at a cheaper price.

A lengthy discussion evolved from the proposal. Some companies felt they could not support such an endeavor. Others felt that those countries outside of the U.S. that are currently categorized as "unregulated" will in the not-too-distant future have to meet industrial health and safety standards similar to those now in force or in the offing in this Country. Another comment was that not much can be done in Washington, D.C., unless you show you are getting hurt, unfairly. Also, some of the Governors felt the proposal to be premature — what could be done at this point?

The matter remained unresolved and the discussion was terminated.

18. A query was posed by Mr. Scowcroft as to whether or not there was agreement within each individual company as to what is required concerning labeling. It appears that many companies are labeling all packages that carry asbestos-containing materials. Brief mention was made of the questionnaire that was circulated by a company in an effort to determine what each firm was labeling and how it was handling the procedure. Although none has been sent out as yet, it was thought that a summary of the findings of the survey would be forwarded to those who initially replied to the inquiry. Legal Counsel cautioned that he did not think the ATI should take a position on the matter of labeling as it is not within the realm of the Institute's responsibilities to pass judgment at this time as to what kind of labeling would protect the worker in the workplace or would give adequate warning. The Government has issued a minimum requirement as to labeling. If individual companies want to go beyond that, it is their prerogative to do so. It is quite appropriate to question what an individual company is doing in an effort to determine if all the companies are interpreting the regulations in the same way. It is inappropriate to take a position as an association as to what should be done. Also, there should be no agreement, formal or informal, between competing companies as to what degree of labeling is adopted because that could give one company a competitive advantage over another. It was also advised by Attorney Alcorn that any answers to the afore-mentioned questionnaire should be cleared through house counsel before forwarding.

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19. Concerning the status of the process of incorporating the ATI, the Secretary has received copies of forms from Attorney Alcorn which are to be filled in and sent on to the proper authorities. Plans to proceed immediately were halted in that it was felt we should wait just a little while until, hopefully, we get a ruling from Judge Steger on our motion to be dismissed from the Tyler litigation. The reason is that if the Judge does call for oral arguments on that motion or if ATI gets further discovery, such as deposition of the Secretary, it would be well to be able to reply in the affirmative to the question: Are you an unincorporated trade association? The grounds for this thinking is that ATI has raised the argument that it was improperly served; i.e., the process was served on the Secretary of State, Texas, and it was mailed to the ATI Executive Secretary. There is a question whether that is proper service on an unincorporated association. The proper service might have to be on all the individual members of the Institute — but that depends upon State law and Texas is unclear on that question. If, however, the Judge does let ATI out on the grounds of improper service and it were known that ATI is now incorporated, it would be a simple matter for the Institute to be served again. If ATI remains unincorporated and a decision were made that the service was, in fact, improper, it is highly unlikely that the effort would then be made to serve all individual companies. It would not hurt to proceed slowly with the incorporation process since the Institute does not plan to take any positions or to undertake any lobbying efforts. The Board of Governors agreed with Legal Counsel's suggestion to wait a month or two and if ATI is still in the litigation we will move ahead and have the incorporation process completed by the June 1975 meeting of the Board.

20. Since all members of the Board had attended the Ad Hoc Committee meeting held earlier the same day, there was no need to discuss the status of the Tyler litigation. However, in response to a question posed by Trial Counsel, it was agreed by the members that Attorney Alcorn attend the deposition of Dr. Lee Grant scheduled in Pittsburgh, Pennsylvania, on March 6-7, 1975 — in the event that questions concerning the Institute are asked. Trial Counsel stated that if there is no question and answer that he considers relevant to ATI's position as an association, he probably will not order a copy of the transcript of the deposition as it might cost as high as $300-$400. If there is something relevant in the transcript, then a copy will be ordered. If a copy is not ordered for the ATI, individual companies may still like to read what Dr. Grant said as it will likely be highly-relevant to individual companies for any cases in which they might be involved in the future. It was suggested that if some individual company or companies are interested in the transcript regardless if the Institute has a dire need for it, Attorney Alcorn could order one copy and run it through the copying machine and the companies wanting a copy could share the costs of the process.

21. Chairman Kuzmuk reminded the Governors of the reception to be held that evening and of committee and general membership meetings the next morning.

22. There being no further business to be brought before the ATI Board of Governors, it was moved by Mr. Scowcroft, seconded by Mr. Morris, and so moved, unanimously, that the meeting be adjourned. Adjournment occurred at 5:30 p.m.

Respectfully submitted,

Doris M. Fagan

Doris M. Fagan, Executive Secretary

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ASBESTOS TEXTILE INSTITUTE — Fiscal Year ending August 31, [illegible]
Report of Funds — Period: September 1, 1974, thru December 31, 1974

Balance on Hand September 1, 1974 --			
General Fund		$ 1,416.83	
Reserve Fund		12,601.86	
Petty Cash Fund		32.75	
Total on Hand at 9/1/74			$14,051.44
Receipts			
General Fund - Book Sales		$ 19.73	
Magnetite Samples		5.00	
Reserve Fund - Test Manual Sales		19,328.22	
Interest to 12/31/74		430.10	
Litigation Defense Fund		8,908.13	
Total Receipts			+28,691.18
			$42,742.62
Disbursements			
Legal Services/Expenses	$ 821.20		
Secretary's Gross Wages	652.00		
Taxes on Wages Paid by ATI	35.96		
ATI Meeting Expense	394.57		
Secretary's Travel Expense	217.00		
Telephone	120.97		
Printing/Office Supplies	235.74		
Postage	172.91		
Revision of Test Manual	133.80		
Test Manual/Partial Printing Cost	12,000.00		
Rental of Office Space	135.00		
Accountant/Caruso/1973-74	300.00		
ASTM Dues for Year 1975	25.00		
Gifts/Flowers/Plaques, etc.	88.06		
		$15,332.21	
Litigation: Legal Services/Expenses	$ 2,820.17		
ATI Meeting Expense	30.60		
Telephone	73.98		
Printing/Office Supplies	90.42		
Postage	53.40		
		+ 3,068.57	
Total Disbursements			-18,400.78
BALANCE ON HAND DECEMBER 31, 1974			$24,341.84
Funds as of December 31, 1974 --			
General Fund		$ 556.80	
Reserve Fund		23,768.31	
Petty Cash Fund		16.73	
*TOTAL AVAILABLE FUNDS DECEMBER 31, 1974			$24,341.84
Assets as of December 31, 1974 --			
Total Funds as listed above		$24,341.84	
Accounts Receivable - Litigation Assessment #2		5,625.00	
Test Manual Orders		33.90	
Furniture & Equipment/Nominal Value		1.00	
TOTAL ASSETS			$30,001.74
TOTAL LIABILITIES			
TOTAL NET WORTH DECEMBER 31, 1974			$30,001.74

*Total Available Funds 12/31/74: $24,341.81
Litigation Defense Fund: -14,177.06
Actual Net Worth: $10,164.78

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ASBESTOS TEXTILE INSTITUTE — Fiscal Year ending August 31, 1975

Disbursements Voucher — 9/1/74 thru 12/31/74

CK #	DATE	AMOUNT	PAYEE	FOR
1195	9 / 6/74	$ 3.75	ANSI	ANSI Standard Z89.1/1969
1196	9 /13/74	84.72	Classic Trophies	Plaques for Carden, Dieringer & Stiefken
1197	9 /13/74	73.07	Bell of Pa.	Telephone - Aug 1974
1198	9 /18/74	127.00	Doris M. Fagan	Net Wages - Sept 1974
1199	9 /20/74	18.15	J. L. Tucker	Test Manual/Aug 1974
1200	9 /20/74	313.00	D. A. Caruso	Accounting to 9/30/74
1201	9 /30/74	5.52	Kwick Print	9/74 Mtg Notice Inserts
1202	10/ 1/74	4.50	ASBESTOS Magazine	Postage - Sep 1974
1203	10/ 1/74	135.00	ASBESTOS Magazine	Office Rent/4th Qtr 1974
1204	10/ 3/74	.96	Mabel Baudoux	3 Addressograph Plates
1205	10/ 3/74	50.00	Cash	Petty Cash Fund
1206	10/11/74	45.80	Confort & Co.	Shipping 1980 Handbooks
1207	10/23/74	202.46	Kwick Print	ATI Stationery
1208	10/23/74	2,560.73	W. B. Alcorn	Legal Svcs/3rd Qtr 1974
1209	10/23/74	1,080.64	T. P. Hathaway	Legal Svcs/3rd Qtr 1974
1210	10/28/74	162.62	Internal Revenue	Inc/FICA Taxes/3rd Qtr74
1211	10/28/74	5.25	Pa Unem Comp Fund	Unem Tax/3rd Qtr 1974
1212	10/28/74	12.09	Pa Dept Revenue	Pa Inc Tax/3rd Qtr 74
1213	10/31/74	127.00	Doris M. Fagan	Net Wages - Oct 1974
1214	11/ 6/74	15.34	ASBESTOS Mag.	Postage - Oct 1974
1215	11/ 6/74	51.08	J. L. Tucker	Test Manual/Sep-Oct 1974
1216	11/ 7/74	54.40	Bell of Pa.	Telephone - Sep 1974
1217	11/ 8/74	44.57	Postmaster	9/74 Minutes Mailing
1218	11/11/74	48.02	Bell of Pa.	Telephone - Oct 1974
1219	11/11/74	217.00	Doris M. Fagan	Sec'y Exp - 9/74 Meeting & 10/74 ASTM D13.1 Mtg

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Disbursements Voucher 9/1/74 thru 12/31/74

CK #	DATE	AMOUNT	PAYEE	FOR
1220	Voided	$		
1221	11/12/74	50.00	Cash	Petty Cash Fund
1222	11/21/74	25.00	ASTM	1975 Annual Dues
1223	11/25/74	425.17	The Cloister	ATI Ann Mtg Expenses
1224	11/26/74	127.00	Doris M. Fagan	Net Wages - Nov 1974
1225	11/27/74	6.00	Register of Copyrights	Test Manual, 3rd Edition (U.S.)
1226	11/27/74	3.00	Voided	To Register Test Manual in Canada - Bank Charge
1227	12/ 2/74	37.26	ASBESTOS Mag.	Postage - Nov 1974
1228	12/ 5/74	27.25	J. L. Tucker	Test Manual - Nov 1974
1229	12/ 5/74	2.12	Mabel Baudoux	5 Addressograph Plates
1230	12/ 6/74	19.61	ASBESTOS Mag.	Office Supplies
1231	12/11/74	61.48	Bell of Pa.	Telephone - Nov 1974
1232	12/13/74	10.00	Receiver General of Canada	To Register Test Manual in Canadian Copyright Office
1233	12/31/74	127.00	Doris M. Fagan	Net Wages - Dec 1974
1234	12/31/74	21.20	Postmaster	2/75 Mtg Notice Mailing
		$ 6,384.76		

Disbursements

General Fund	$ 6,384.76
Reserve Fund	12,000.00
Petty Cash	116.02
	$18,500.78
*Less Checks Drawn for Petty Cash	- 100.00
	$18,400.78

*Ck #1205-10/ 3/74:	$ 50.00
Ck #1221-11/12/74:	+ 50.00
	$100.00

Withdrawals from Reserve Fund for Deposit in General Fund

10/18/74	$3,500.00
10/25/74	1,000.00
11/14/74	1,000.00
	$5,500.00

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ASBESTOS TEXTILE INSTITUTE
PERIOD: 9/1/74 thru 12/31/74

EXPENSES AGAINST BUDGET - F/Y 1974-75
EXCLUDES ALL LITIGATION COSTS

	Expended To Date	Annual Budget
Legal Services/Expenses	$ 821.20	$ 4,800.00
Secretary's Gross Wages	652.00	2,100.00
Taxes on Wages Paid by ATI	35.96	160.00
ATI Meeting Expense	394.57	1,000.00
Secretary's Travel Expense	217.00	600.00
Telephone	120.97	600.00
Printing/Office Supplies	235.74	700.00
Postage	172.91	600.00
Revision of Test Manual	133.80	100.00
Test Manual Overrun	..	1,200.00
Rental of Office Space	135.00	540.00
Accountant (Caruso)	300.00	300.00
ASTM Dues	25.00	25.00
Gifts/Flowers/Plaques, etc.	88.06	100.00
Insurance	..	160.00
	$ 3,322.21	$ 12,985.00

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August 31, 1974 - Balance at end of Fiscal Year 1973/74 (Vouchers #35 thru 134)			$ 32.75
135	-- Repro's - Financial Report.....	$ 6.36	
136	-- Registered Postage - ATI Books to Auditor..	4.53	
137	-- Repro's - Nominating/$1.48; Litigation/43¢.	1.91	
138	-- Repro's - Litigation.....	1.81	
139	-- Repro's - For 9/74 Board Meeting.....	.75	
140	-- Repro's - General/42¢; Litigation/$1.28....	1.70	
141	-- Paper/Ribbon/Card,etc., for Pres. Gift.....	3.34	
	Total Expenditures for September 1974.....		-20.40
	Balance September 30, 1974.....		$12.35
	Cash Deposit via Check #1205 - 10/3/74.....		+50.00
			$62.35
142	-- Repro's - General/Financial;Technical;Que..	$ 3.61	
143	-- Repro's - Litigation/FTC-Ctr ltr to Alcorn.	.32	
144	-- Tapes & Batteries.....	23.99	
145	-- Repro's - General/$6.37; Litigation/$5.08..	11.45	
146	-- Repro's - Litigation/Draft Ad Hoc Minutes..	2.12	
147	-- Repro's - General/French Conf & Technical..	1.59	
148	-- Repro's - General/$2.75; Litigation/44¢....	3.19	
149	-- Repro's - General/Technical.....	.64	
150	-- Repro's - Bar Examiners letter to Alcorn...	.10	
151	-- Mailing plaque to Dieringer.....	1.75	
152	-- Repro's - Litigation/TV coverage.....	1.16	
	Total Expenditures for October 1974.....		-49.92
	Balance October 31, 1974.....		$12.43

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Balance October 31, 1975			$ 12.43
Cash Deposit via Check #1221 - 11/12/74			+ 50.00
			$ 62.43
153 -- Repro's - QAMA correspondence	$ .43		
154 -- Repro's - Castlemen info to Johnston	1.49		
155 -- Repro's - French Conf/2nd mailing	1.28		
156 -- Repro's - Atlas corres/Litigation	.43		
157 -- Repro's - Litigation/Asahi letter ... $ .22 General/Cloister & ANSI ... $2.22	2.44		
158 -- Repro's - GSA ltr re FSC 2530	.20		
159 -- Repro's - Castleman correspondence	1.90		
160 -- Repro's - Copyright forms	.48		
161 -- U.S. Copyright/Manual notarization	1.00		
162 -- Postage to mail Manuals to U.S. Copyright...	1.24		
Total Expenditures for November 1974			- 10.89
Balance November 30, 1974			$ 51.54
163 -- Repro's - Litigation/Ad Hoc Member List.....	$ .85		
164 -- Repro's - Litigation/data for Asarco Atty...	4.99		
165 -- Repro's - Test Manual/Copyright data.. .10 Litigation/data for Asarco..$3.83	3.93		
166 -- Trucking Test Manuals from truck to office.	10.00		
167 -- Repro's - Test Manual/Canadian Copyright...	.64		
168 -- Repro's - Battelle mailing to Board.....	9.54		
169 -- Repro's - Test Manual/letter to printer....	1.06		
170 -- Registered Mail/Test Manual check to printer	1.80		
171 -- Repro's - Test Manual/MA bills for Customs.	2.00		
Total Expenditures for December 1974.....			- 34.8
Balance December 31, 1974.....			$ 16.7

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CHRYSOTILE ASBESTOS TEST MANUAL, 3RD EDITION

FINANCIAL STATUS AS OF JANUARY 10, 1975

TOTAL RECEIPTS	$ 19,328.22
PAID TO INTERSTATE FOR PRINTING THE MANUAL.	- 19,242.40
CASH BALANCE ON HAND	$ 85.82
ACCOUNTS RECEIVABLE	+ 33.90
	$ 119.72
REPAYMENT DUE QAMA FOR ADVANCE ON PRINTING COSTS. . .	- 2,100.00
	*($ 1,980.28)

UNSOLD COPIES -- 136 @18.95	$ 2,577.20
UNSOLD COPIES -- 136 @12.30	$ 1,672.80

POSTAGE COSTS TO BE REIMBURSED TO PRINTER	-$ 842.66
BILLED TO PURCHASERS.	+$ 1,104.09
	+$ 261.43

UNSOLD COPIES --	@$18.95 = $2,577.20 + 261.43 $2,838.63	@$12.30 = $ 1,672.80 + 261.43 $ 1,934.23

*-$1,980.28 + 2,838.63 + 858.35	*-$ 1,980.28 + 1,934.23 -$ 46.05

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