FRICTION MATERIALS STANDARDS INSTITUTE, INC., E. 210 ROUTE 4, PARAMUS, N.J. 07652

MINUTES OF MEETING

of the

BOARD OF DIRECTORS

Tuesday, June 25, 1974, at 9:00 A.M.

at

Hilton Head Inn, Hilton Head Island, South Carolina

DIRECTORS PRESENT

F. T. Gatke, President	Gatke Corporation
J. W. Greenen	Maremont Corporation
F. E. Messier	Bendix Corporation
W. Simon, Vice-President	Brassbestos Manufacturing Corp.
D. E. Gow	Raybestos-Manhattan, Inc.
E. R. Zacharias	Carlisle Corporation
R. L. Cutler	Abex Corporation

OFFICERS PRESENT

A. A. Laus, Treasurer	Maremont Corporation
E. W. Drislane, Secretary	Friction Materials Standards Institute
E. K. Kennedy, Attorney	Stickles, Kennedy & Van Steenburgh

COMMITTEE CHAIRMEN PRESENT

R. R. Moalli (Data Book)	Raybestos-Manhattan, Inc.
R. E. Nelson (Brake Performance)	Abex Corporation

Mr. F. T. Gatke, President, acting as Chairman, called the Meeting to order at 9:00 A.M.

MINUTES OF PREVIOUS MEETING

The Minutes of the Meetings held June 26-27, 1973 had been distributed.

The Secretary stated that he neglected to include in the Minutes for June 26, 1973 the Resolution increasing his salary by 5.5% effective July 1, 1973. The Minutes of the June 26, 1973 meeting were corrected to add that upon motion duly made, seconded, and unanimously passed, it was

RESOLVED: That the Secretary's salary be increased by 5.5% (from $21,000 to $22,155 annually) effective July 1, 1973.

No additional corrections were made. Upon motion duly made, seconded, and unanimously passed, it was

RESOLVED: That the Minutes of the June 26-27, 1973 Meetings be accepted as written with the additional resolution noted previously.

PRESIDENT'S REPORT

Mr. F. T. Gatke, President, opened the meeting with a report on the Institute's progress during the past fiscal year. See EXHIBIT 1.

Mr. Gatke reviewed the activities of the Institute during the past year including such items as the honoring of Al Daly, membership changes, committee activity, the timeliness of the Technical Catalogs, publication of the Clutch Facings Catalog and the booklet concerning the Institute, and start-up of the Institute Pension Plan. In addition, Mr. Gatke extended a warm welcome to Mr. Greenen.

Upon completion of the President's report, upon motion duly made, seconded, and unanimously passed, it was

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

THE MEMBERSHIP COMMITTEE REPORT

Mr. R. L. Cutler reported on the activities of the Membership Committee during the 1973-74 fiscal year. See EXHIBIT 2.

In summary, this report showed the following changes in membership:

	July 1, 1973	June 30, 1974	Change
Active Members	22	20	-2
Regional	11	12	+1
Licensees	8	7	-1

Mr. Cutler pointed out that Auto Specialties resigned in late June 1973. We then lost Scandura and Standco. Chrysler Corporation has resigned as of June 30, 1974, so the Active Members will number 19 as of July 1, 1974. Regional Member and Licensee changes were also discussed in the Chairman's report.

Questions were raised concerning Cantex Corporation. Cantex wished to continue Scandura's membership, but the Board of Directors could not approve this as Cantex was not a Manufacturer. Cantex was so notified after the June 1973 Board of Directors Meeting.

A Director questioned the Cantex use of the copyrighted FMSI Numbers. The Secretary advised that Cantex was purchasing blocks from World Bestos and disc brake pucks from Thiokol--two Active Members who could authorize the use of the FMSI Numbers. The Secretary visited the Mintex Federal Ltd. Plant in Toronto and stated, that as of April 1974, they were not in commercial production of friction materials--they were piloting some disc brake pucks on lab equipment. The Secretary stated that when Mintex Federal Ltd. was in commercial production, they would apply for individual Regional Membership in the Institute and pay the same fees as a U.S. Active Member for the right to use copyrighted FMSI Numbers on products marketed in the U.S. (by Cantex). It seemed likely that Cantex would continue to purchase its blocks from World Bestes.

Cali-Block, in Gardena, California was discussed. The Secretary had some correspondence with Chuck O'Neill at Cali-Block, and he stated that they were no longer in production of friction materials. Mr. O'Neill's statement was supported by one Director who stated that Mr. O'Neill had sold his equipment for manufacturing brake lining.

Scan Pak of Mequon, Wisconsin was discussed. They had purchased J-M equipment for friction material manufacture and had been contacted by the Secretary concerning membership. They had not replied to letters or to phone calls. It was stated that Scan Pak is working with industrial lining and was probably not using the copyrighted FMSI Numbers.

It was stated that Standard Forge used our copyrighted Numbers to identify shoes. For example they use #4515 to identify the 16-1/2 x 7 shoe that takes the FMSI #4515 block. They are authorized to use the FMSI Lining Numbers for the blocks as they purchase from a Member, Molded Industrial Friction Corporation, who has authorized Standard Forge to use these Members. The use of the copyrighted FMSI Number to identify shoes is a twist. They have authorization to use the lining numbers. They manufacture the shoes and are using our numbers for marketing them, even though these numbers were not assigned for shoes. Mr. Laus was requested to forward a Standard Forge Catalog showing this usage. With that information, the question will be referred to Legal Counsel to determine if this is a violation of the copyright.

A question came up concerning DON Blocks (Manufactured by Small & Parks, of Great Britain). A Director stated that he understood these were being marketed in the United States using the copyrighted FMSI Numbers. There was no additional information on this usage. Additional information, and in particular, examples of their use of the copyrighted FMSI Numbers for marketing in the United States will be sought.

A question was raised concerning Bond-Rite in Los Angeles. They had purchased equipment from Cadillac Steel Products for the manufacture of shoes. It was indicated that they were not established yet as a shoe manufacturer, but when they were it was likely that they would apply for Licensee Membership.

At this point, the Secretary stated that an application for Regional Membership had been filed by Industrias Tecnicas Automotrices de Puebla, S.A. of Mexico. The Membership Committee had reviewed the application and recommended their acceptance as a Regional Member. The Committee Chairman pointed out that Industrias Tecnicas was manufacturing friction materials from the basic ingredients. Upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That the application for Regional Membership by Industrias Tecnicas Automotrices de Puebla, S.A. of Mexico be recommended for acceptance by the Membership.

The Committee Chairman indicated there were no other items concerning Membership to be brought to the attention of the Board. Upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That the Report of the Membership Committee be accepted as read.

TREASURER'S REPORT

Mr. A. A. Laus, Treasurer, read the Treasurer's Report which included the following Exhibits:

EXHIBIT 3.1 - Balance Sheet projected to June 30, 1974.
EXHIBIT 3.2 - Income Statement for the 1973-74 fiscal year.
EXHIBIT 3.3 - Retirement Fund - H. G. Duschek.
EXHIBIT 3.4 - Twelve Year Financial Highlights.

Mr. Laus pointed out that the Treasurer's Report was made up during the first week of June 1974 and that final June 30, 1974 figures had to be estimated based on the anticipated June expenses and year-end accruals.

Among the highlights, Mr. Laus pointed out that an excess of income over expenses of about $10,000 was projected for 1973-74, with over $8,000 of this due to the Interest Income which is not used in developing the budget. Over $110,000 was now invested in Savings Banks and Time Deposits.

The Treasurer emphasized the conservative inventory valuation of $1 and the fact that the Institute had reserved $1,000 against Fees Receivable of $2,175 projected at June 30, 1974.

It was concluded that the Institute is in healthy financial condition. It was recommended that this good financial position be pointed out to the Membership.

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

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

INVESTMENT ADVISORY COMMITTEE

Mr. W. Simon, Chairman of the Investment Advisory Committee, submitted his Report. See EXHIBIT 4.

In summary the Institute had approximately $10,000 in Savings Accounts and $100,000 in Time Deposits ranging in interest from 6% to 7-1/2%. The most recently purchased Time Deposits were at the 7-1/2% rate. Maturities are set so that one may be redeemed about every 6 or 12 months.

It was recommended that higher yielding Treasury bills and notes be considered when the next Time-Deposit matures in November 1974. Upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That Institute funds be invested in United States Treasury obligations, if interest rates on such obligations exceed that available from Savings Bank Time Deposits when it is time for their renewal.

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

RESOLVED: To accept the Budget Committee Report as read.

BRAKE PERFORMANCE STUDY COMMITTEE REPORT

Mr. Bob Nelson, Chairman of this Committee was scheduled to depart for Europe on the date of this Director's Meeting. His efforts in attending the June 25, 1974 Meeting were greatly appreciated by the Board of Directors. Mr. Nelson reported on the activities of this Committee. See EXHIBIT 7.

Among the items covered in Mr. Nelson's report were the Quality Control Sub-Committee, a tour of brake lining facilities by NHTSA personnel, the Committee Meetings during the year, a meeting in Washington with NHTSA personnel, and by the Chairman for a Truck Safety Equipment Institute meeting with AAMVA. Covered at the Committee meetings were items such as Docket 1-4, the Replacement Brake Lining Standard, a possible quality control test for FMVSS 121 materials, a VESC proposed regulation on Wear Warning Devices, and the status of both FMVSS 105a and FMVSS 121.

During Mr. Nelson's report he referred to a work sheet describing changes to FMVSS 121. This had been distributed to the Committee. It was recommended that this work sheet be distributed to all Members. It was suggested further that a similar work sheet for FMVSS 105a be distributed to the Members. The Secretary was directed to make this distribution.

Based on the work started by the Quality Control Sub-Committee, Mr. Zacharias indicated that he would be interested in having a representative on the Committee. The Secretary was directed to consult the Quality Control Sub-Committee Chairman, Mr. John Easton, relative to sitting a Carlisle representative on this Committee.

Comments were made on the difficulties in identification and tracing products in the field. It was suggested that a countersink in the block would be better for wear-out indication than a scribe line on the block.

A Director questioned whether the Friction Machine Procedure for FMVSS Quality Control relates to correlation of Chase Machine tests and Inertia Dynamometer tests. Mr. Nelson explained that current Chase machine tests fail to discriminate as to whether material will pass or fail FMVSS 121 requirements, as compared to full dynamometer and road tests. The purpose of the Chase Machine procedure would be strictly quality control--not qualification of FMVSS 121 material. Such a procedure might help a block manufacturer certify to a brake systems manufacturer that this material is the same material in performance that was used to qualify originally. There is no way to certify without a full dynamometer test for FMVSS 121.

The proposed State of Minnesota regulations were discussed. The Chairman indicated he had not yet followed up with Mr. Hutton concerning these proposed regulations, but he inteded to so as soon as time permits.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: To accept the Report of the Brake Performance Study Committee as read.

THE FEE FORMULA COMMITTEE REPORT

Mr. A. A. Laus, Chairman, read this Report. See EXHIBIT 6. Essentially, the Fee Formula Committee is recommending that the formula for the 1974-75 fiscal year be the same as that used for the 1973-74 fiscal year:

Active Members	- Basic Fee	$1,050
	- Category Fee	650
Regional Members	- Associations	2,200
	- Individual Firms	1,300

Regional Members (U.S. Copyright) - Same as Active Member. Categories determined as categories exported to U.S. using FMSI copyright.

Licensees	-	500

Mr. Laus mentioned that this fee formula would be the same for 1974-75 as it had been in the past three years for Active Members and as it has been in the past four years for Regional Members and Licensees.

Upon motion duly made, seconded and unanimously passed it was

RESOLVED: That the Fee Formula as recommended by the Fee Formula Committee be accepted for the 1974-75 Fiscal Year.

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

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

LEGISLATIVE ACTIVITY COMMITTEE REPORT

No report was rendered by the Legislative Activity Committee.

PUBLIC RELATIONS COMMITTEE REPORT

Mr. William Simon, Chairman of the Public Relations Committee, reported on the Committee's activities for the 1973-74 fiscal year. Among items released to the press were announcements on last year's Annual Meeting and the Election of Officers, and awards to Messrs. Moalli, Nelson and Greenen.

A Director suggested that the Committee assemble copies of press releases and photographs in album form to show at the Annual Meetings. It was suggested that this suggestion was made so that the Committee Chairman could prove the releases mentioned in his report were actually made.

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

RESOLVED: To accept the Report of the Public Relations Committee as read.

DATA BOOK & TECHNICAL COMMITTEE REPORT

Mr. Ron Moalli, Chairman of the Data Book & Technical Committee reported on his Committee's activities during the past year. See EXHIBIT 8.

Among items covered in the report were the Institute's publishing the Master List of CLUTCH FACINGS, work on the Industrial 17,000 Series, the Metric System, Printing Contracts for Catalogs, Assignments of Shoe and Lining Numbers, Foreign Car Brake Shoes, Disc Brake Shoe Drilling Variations and the Drum Brake Lining Consolidation Program.

As regards printing, it had been suggested that the Catalogs be shipped to Helm, Inc. who would handle the shipments directly. This might make it less cumbersome to the printer and attract others to bid. The Secretary indicated he did not believe the multiple shiments were a problem. The problem was more with the multiple billing--collecting from 20-30 customers rather than one. It was suggested that the Institute could purchase the Catalogs and bill the Member. The Committee would consider the alternatives with the aim of doing what is best for the Membership.

The Chairman pointed out at this point the history on Catalog costs as shown by the 12 year summary accompanying the Treasurer's Report. With rising paper and printing costs, Data Book Costs have been held relatively constant over this period. The Shoe Catalog price increase in 1974 is the result of an increase in pages from 52 to 64 because of the expanded coverage of imported cars.

The BRAKE BLOCK IDENTIFICATION CATALOG was discussed. This was published in 1972 and over 45,000 copies were sold. There is no more inventory on hand. The Committee Chairman recommended that we proceed with a new Catalog for publication in 1975.

The problem with disc brake shoe number assignments was discussed. Where an O.E. shoe is bonded (or bond-molded) and there is no O.E. drilled shoe, but a drilled shoe enters the replacement market (usually by Aimco--best illustrated by Chrysler 7018) the Institute has been asked to make an assignment to indicate the drilling. An example of this was the 7019-D-86 Dodge Truck assignment where the first O.E. release was bond-molded 7019 lining and D-86 shoe. Then Aimco came out with a drilled shoe for this application. As it was not an O.E. release, no drilled shoe assignment was made. The rule is that where the shoe remains unchanged except for drilling pattern, a shoe number is not changed. To complicate the 7019-D-86, there was subsequently an O.E. drilled shoe release taking 7019A lining and the D-86 shoe. The Dodge Truck O.E. drilling was different from the Aimco shoe. Now it is possible to have a mix-up on shoes: The plain un-drilled shoe, the Aimco drilling, the Dodge Truck O.E. drilling. Despite all this, for fear of a multiplicity of design, the Directors indicated that it would be prudent to stay with O.E. designs, and not to make provision for service-only drilled patterns.

The Committee had recommended that a Member use the full lining-shoe assembly number for identification such as:

Pinto:	779-D-36	(5 hole)
	779A-D-36	(6 hole)
Dodge Truck:	7019-D-86	(undrilled)
	7019A-D-86	(O.E. drilling)

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A Director suggested use of a shoe suffix such as D-36A. This would avoid delivery of the wrong drilling (5 hole or 6 hole) when D-36 was ordered.

The Directors did not agree with the Committee that there would be no changes made in the disc brake shoe numbering system for drill patterns. Upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That additional study of disc brake shoe numbering with possible use of letter suffix for drilling variations be assigned back to the Data Book and Technical Committee.

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

RESOLVED: That disc brake shoe assignments will not be made for drill patterns that do not originate from an original equipment source.

As regards consolidation, the Chairman commented that with one nominal drum brake size the number of lining segments was reduced from 14 to 11 by going to standard thicknesses (.190, .220, .250, .280, .310) and from 14 to 5 by both standard thicknesses and small arc length changes and number of rivets.

Concerning earlier comments on the use of block numbers (for example 4515) to identify heavy duty shoes it was noted that the Committee had recommended an A-Series Shoe to identify heavy duty shoes. The Secretary was directed to try again to interest brake shoe manufacturers in such a system.

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

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

QUALITY CONTROL SUB-COMMITTEE REPORT

The Secretary read the report of the Quality Control Sub-Committee Chairman, John Easton. Refer to EXHIBIT 7.1.

The Committee had several changes during the year and held two meetings. It appears that the Committee make-up is stabilized. Six areas have been singled out for emphasis. Testing, Bonding, Identification, Test Limits, Verification of Design Level and Reporting of Field Problems.

One Director commented that riveted attachment should be included as well as bonded. The Secretary indicated that this would be relayed to the Committee Chairman, but that he believed the Chairman's intention was to include riveted as well as bonded. It was commented that Docket 1-4 was now entitled "Brake Shoe and Pad Assemblies" and that both riveted and bonded attachment was of concern.

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

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

ASBESTOS STUDY COMMITTEE REPORT

No report was received for the Asbestos Study Committee. In early July a report was received which is shown as EXHIBIT 14. The Secretary discussed several items with the Committee Chairman prior to the meeting and it was recommended that these items be brought to the attention of the Board.

The EPA recently published a report on waste water effluents as conducted by Sverdrup and Parcel. Most of the Members and Non-members in the friction materials business were included in this report. The Secretary had requested copies from EPA and intends to distribute copies to the Membership after receipt from the EPA.

As regards the EPA Emissions Standard, the EPA is considering a change from its work practices oriented "no visible emissions" standard towards numerical standards. This is currently difficult with the lack of reliable equipment for measuring airborne asbestos concentrations.

The Secretary pointed out that in any OSHA revisions of the standard for asbestos in the work-place, the pressure is towards stricter standards. Dr. Selikoff, for example, has stated that the only safe concentration is zero fiber per cc. The present 5 fibers per cc and the future 2 fibers per cc are realistic for friction materials manufacturers and the industry should plan on these limits being no less strict in the future. Still further, in any re-writing of the standards there is apparently a movement towards work practices and possibly away from the numerical standards.

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

RESOLVED: That the Secretary's comments be accepted as the Asbestos Study Committee report in lieu of a formal report.

ANNUAL MEETING COMMITTEE REPORT

Mr. F. W. Barton, Chairman of this Committee, could not be present as he had recently been called to Jury Service. The Secretary read the Chairman's Report. See EXHIBIT 13.

Mr. Barton pointed out the difficulties in obtaining space at Hilton Head, and advocated selection of sites which had been contacted in advance. With this as background, the Committee recommended five sites in Florida, all of which had space blocked for the June 1975 Meeting. After reviewing literature and discussing the sites, upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That the Board of Directors recommends selection of the Innisbrook Golf and Country Club, Tarpon Springs, Florida, as the site for the June 1975 Membership Meeting.

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

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

HISTORICAL SALES PROGRAM

The Secretary reported on the status of the Historical Sales Program and participation by the Members. In summary, 15 of the 20 Members participated in 1973-74. See EXHIBIT 10.

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

RESOLVED: That the historical sales program would be continued without change for the 1974-75 fiscal year.

CAPITAL EXPENDITURES

A report on Capital Expenditures was made to the Board of Directors. See EXHIBIT 11.

A total of $1,084.50 for Capital Expenditures was authorized and spent in 1973-74--all office furniture. No capital expenditures are planned for 1974-75.

PENSION PLANS

The pension plan which is being funded and paid by the Institute for the benefit of Miss Duschek was discussed. See EXHIBIT 12.

The Secretary indicated that he is trustee for the funds set up for Miss Duschek's retirement, and he recommended that $2,400 be paid by the Institute to the Savings Account set up for this pension fund. Upon motion duly made, seconded and unanimously passed, it was

RESOLVED: That $2,400 will be contributed to the Pension Trust Savings Account for benefit of Harriet G. Duschek.

The regular corporate Pension Trust established in 1973 with Connecticut General as Underwriter will continue as established unless changed by the Board of Directors. Contributions in 1973-74 were $1,071 for Insurance and $1,406 for the side fund (invested in 7-1/2% Time Deposit with four year maturity). Messrs. Drislane and Simon are Trustees of this Plan. Financial statements will be prepared after the first full year of operation (October 31, 1974).

OTHER ASSOCIATIONS

In earlier correspondence to the Board of Directors, our relationship with other Associations was discussed. This was to serve as background information for the Board of Directors. In particular, the following correspondence was referred to:

Date	Subject
January 27, 1974	Memo to Directors to consider being "affiliated organization" with Asbestos Information Association (AIA/NA).
March 12, 1974	Letter to AIA requesting clarification of "affiliated organization".
May 28, 1974	Letter from Motor and Equipment Manufacturers Association (MEMA) concerning FMSI coming under MEMA umbrella.
June 4, 1974	Letter to Directors concerning MEMA and Ignition Manufacturers Association (IMI).

Mr. Bill Raftery of MEMA had suggested that there might be tangible advantages to the Members if FMSI came under the MEMA umbrella. In this way he suggested expanded services and reduced costs might be attained by such a move.

Mr. Raftery particularly pointed out that the new Brake System Parts Manufacturers Council which MEMA administers has some of the same Members and the same objectives as the FMSI. It was suggested that the FMSI could administer this group. There were other suggestions such as use of the same Legal Counsel, and economies of operation which might be passed on to the Members.

The Directors discussed the pros and cons of such an arrangement. It was concluded that the freedom of movement and the complete independence from other groups was one of the assets of the Institute. Also, it was pointed out that the FMSI is more technically oriented than most other associations. It's activities are more concentrated in specific areas (linings, blocks, shoes and clutch facings) than other groups. It was not felt that the indicated economies were worth the possible dilution of effort.

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

RESOLVED: That the Motor & Equipment Manufacturers Association be advised that the Friction Materials Standards Institute is not interested in affiliation with the MEMA.

The Secretary had earlier pointed out that he had been approached with the possibility in mind that he also run the Ignition Manufacturers Institute (IMI). It was specifically pointed out that any such arrangement would be with Mr. Drislane and not the Institute. The suggested advantages were the sharing of costs by IMI which might allow a reduction in dues. A Director suggested that while this arrangement might be feasible now, possible growth of the FMSI would be threatened. One Director pointed out that he could favor such a move if he could be sure services to the FMSI would not be diluted. It was apparent that no guarantee that Mr. Drislane's services would not be diluted could be made. One Director pointed out that anysuch arrangement assumed a static situation for FMSI-- that it might be satisfactory in 1974 but what about five years from now. It was suggested that the Institute find out just what services and effort the IMI would demand. And it was added, what about IMI demands in the future.

Upon motion duly made, seconded and passed, with 5 affirmative and 2 negative, it was

> RESOLVED: That the Friction Materials Standards Institute would not accept a plan under which Mr. Drislane would also serve as the Ignition Manufacturers Institute's Executive Secretary.

The earlier correspondence with the Asbestos Information Association (AIA) was discussed. Based on information from Mr. Mereness of AIA, the so-called "affiliated association" was simply a means of indicating that the AIA spoke not only for the major asbestos users and manufacturers, but also for several other groups such as FMSI. It was--so to speak--to give more "clout" to AIA recommendations. A Director stated that a suggestion had been made to make this more binding than indicated. Some in the AIA felt that some of the work of the smaller associations could better be taken care of by one larger association such as the AIA. The specific answers from AIA in the letter requesting clarification on "affiliated organization" had not been received. A consensus indicated that the work of the AIA is good and that we should cooperate with them whenever possible. However, lending support by having the FMSI considered an "affiliated association" was not desirable.

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

> RESOLVED: That the Friction Materials Standards Institute, Inc., does not wish to be considered an "affiliated association" by the Asbestos Information Association.

INSTITUTE DEVELOPMENT COMMITTEE

No report was received from the Chairman of this Committee. Actually, the Committee had not received any specific assignments during 1973-74.

At the June 1973 Meeting, resolutions had been passed authorizing a review of the Constitution and By-Laws as regards rights of members, copyright authorization, etc. The Chairman of the Membership Committee had indicated a willingness to accept this assignment.

However, it was pointed out that no assignment had been made by the President for a committee to commence this work. There was considerable correspondence between Membership Committee members but no work was done on this project.

The Board of Directors considered this problem and felt that a study of the Constitution and By-Laws should also take into account the possible growth of the Institute and its areas of responsibility. Upon motion duly made, seconded and unanimously passed, it was

> RESOLVED: That the Institute Development Committee recommend to the Board of Directors ways and means to increase the size, responsibility and scope of the Friction Materials Standards Institute.

EXECUTIVE DIRECTOR SALARY

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

RESOLVED: That Mr. Drislane's annual salary be increased $3,000 effective July 1, 1974 (From $22,155 to $25,155 annually).

OTHER BUSINESS

Mr. John Mac Murray, formerly of K-D Tools, was assigned the responsibility of heading up a task force on Periodic Motor Vehicle Inspection (PMVI) for the Motor & Equipment Manufacturers Association (MEMA). The Directors assigned the responsibility of replying to Mr. Mac Murray to the Brake Performance Study Committee.

* * * *

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

RESOLVED: To adjourn.

Adjourn at 5:00 P.M.

E. W. Drislane
Secretary