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Minutes

Board of Governor's Meeting

Asbestos Textile Institute
October 6, 1966
The Homestead, Hot Springs, Va.

In Attendance:

J.A. Brown, Jr. - Raybestos-Manhattan, Inc.
J.L. Rainey - American Asbestos Textile Corporation
W.S. Hough - Johns-Manville Corporation
S.J. Peele, Jr. - United States Rubber Company
J.A. Gallagher - H.K. Porter Company, Inc.
H.T. Schaefer - Garlock, Inc.
E.A. Schuman - Johns-Manville Corporation (Treasurer of ATI)
P.Jay Flocken - Legal Counsel
H.E. Sunbury - Secretary, ATI

******** Minutes ********

1. The meeting was called to order by President Brown who stated that he had received a letter from Mr. G.Parry Wiess, representativ of Garlock, Inc., that Mr. H.T. Schaefer had "full authority to act on my behalf and to represent Garlock in the Board of Governor's meeting to be held on October 6, 1966".

Welcomed to the Board was the new representative of H.K. Porter Company, Inc., Mr. J.A. Gallagher.

The only member company not represented was Tallman-McCluskey Fab. Co.

2. The Secretary presented the minutes of the last meeting. Mr. Hough moved the reading of same be omitted, seconded by Mr. Rainey. So voted.

3. The Financial Report was presented by Treasurer E.A. Schuman. President Brown stated that he had received a letter from W.E. Eddy, General Auditor, Johns-Manville Corp., New York City, dated September 22, 1966, in which Mr. Eddy stated that he had examined the financial records of the Institute, and that the Financial Report dated September 9, 1966, represented the financial condition of the Institute. Copy of the auditor's letter is attached to these minutes.

There was considerable discussion of the report in view of the thought expressed at a prior meeting that the strong financial position of the Institute might justify a reduction in members' dues. Mr. Hough urged that a strong financial position be maintained, Mr. Schuman thought that we should consider needs for promotional work, and Mr. Gallagher favored a reserve for that purpose. Mr.Hough remarked that we should know more about where money will be needed in future before any action is taken to reduce income of the Institute. Mr. Peele moved that the Financial Report be accepted, seconded by Mr. Rainey, and so voted.

4. Mr. Peele, Chairman of the Nominating Committee, reported that he had canvassed the member companies to determine who would represent them on the Board of Governors for the coming year, and submitted the following list:

J.A. Brown, Jr. (alternate M.Q. Scowcroft) Raybestos-Manhattan, Inc.
J.A. Gallagher - H.K. Porter Company, Inc.
E.A. Schuman - Johns-Manville Corporation
S.J. Peele, Jr. - United States Rubber Company
J.L. Mitchell - Tallman-McCluskey Fabrics Company
G.P. Wiess - Garlock, Inc.
J.L. Rainey - American Asbestos Textile Corporation

5. Election of Officers. Mr. Peele, as Chairman of the Nominating Committee, appointed at the last meeting, submitted a slate of officers for the coming year:

For President - J.L. Rainey - American Asbestos Textile Corp.
For Vice President - E.A. Schuman - Johns-Manville Corp.
For Treasurer - N.L.A. Martucci - Garlock, Inc.

At the suggestion of Mr. Peele the above slate of officers was accepted by acclamation, and duly elected.

6. Mr. Peele recommended that the Chairmen of our four working committees, namely: W.C. Atkinson - Air Hygiene & Mfg; J.D. McCluer - Technical; J.P. Wronski - Fiber Testing; and W.S. Hough - Sales Promotion; be continued for another year inasmuch as they were completing their first year of the normal two year tenure. Mr. Rainey moved for approval of this recommendation, seconded by Mr. Schuman, and so voted.

7. A.T.I. Handbook - 3rd Edition. On motion made by Mr. Peele and seconded by Mr. Rainey, it was voted to pay Howard T. Bain a fee of $1000.00 for editing the 3rd Edition of the Handbook. This is the same amount as paid him for editing the 1st and 2nd Editions.

8. On motion made by Mr. Hough, and seconded by Mr. Peele, it was voted to give each Associate Member of the Institute 100 copies of the new Handbook without charge. This compares with the 150 free copies given them of the prior edition.

9. Number of Handbooks to be printed. The presently indicated requirements for the New Handbook are:

H.K. Porter Company	1500
Raybestos-Manhattan, Inc.	2000
Johns-Manville Corp.	2000
American Asbestos Textile Corp.	1500
U.S. Rubber Company	750
Tallman-McCluskey Fab. Co.	100
Garlock, Inc.	(to be advised)
Free copies to Associate Members	900
Purchases by " "	500
A.T.I. stock	2000
Total	11250

On the basis of these estimated requirements, Mr. Peele moved that the printing of the 3rd Edition be limited to 12,500 copies. This motion was seconded by Mr. Rainey. So voted.

10. Pricing of Handbook. After discussion of estimated costs of the new edition as submitted by Mr. Hough, it was moved by Mr. Gallagher that the Handbook be sold at $1.00 each to Members and Associate Members. Others to pay $1.50. This is the same basis as used for the last edition. Motion was seconded by Mr. Hough. So voted.

11. Modification of Membership Dues. At the June, 1966 meeting President Brown had requested that the committee to make recommendations for possible modification in membership dues (Messers Peele, Chm. and E.A. Schuman) make final report at this meeting. Mr. Peele recommended that same dues be continued for 1967 as he and Mr. Schuman felt that we may be under the necessity to lend more support for creation of an effective rebuttal to the bad publicity such as appeared in Chemical Week Magazine issue of September 10th entitled "Asbestos - Awaiting Trial". Mr. Peele moved that dues be continued without change, and Mr. Hough seconded the motion. There being no dissent, it was so voted.

12. A.T.I. Budget for 1967. The proposed budget for 1967 was presented by Treasurer Schuman. The total is $10,248.00 compared with $9,525.40 for the previous year. Expected income is $10,300.00. Mr. Peele moved that the proposed budget be accepted. This was seconded by Mr. Rainey. Agreement was unanimous. A copy of the Budget is attached to these minutes.

13. The Secretary presented a letter from Mr. Frank G. Ruggles, of the Frank G. Ruggles Co., dealers in asbestos waste, making application for Associate Membership in the A.T.I. Mr. Gallagher moved that the Ruggles application be denied by reason of a technicality (our By-Laws do not provide any classification that would be applicable) however, as Mr. Ruggles is well and favorably known thruout our industry, that he be extended an invitation to attend our meetings as a special courtesy. This motion was seconded by Mr. Hough. So voted. Some discussion ensued as to the desirability of amending our By-Laws to broaden the classes of membership, but no action was taken.

14. Nippon Asbestos Company, Japan. The Secretary stated that in response to an inquiry from A. & R. Simon Co., New York City, for information on membership requirements (on behalf of their principals, Nippon Asbestos Co., Japan) that he had given them a copy of our Constitution & By-Laws plus some general information, and that they had forwarded this to Japan. No further word has been received. Legal counsel was asked to render an opinion if A. & R. Simon Co., as sales agent for Nippon Asbestos Co., would be eligible to attend ATI meetings in the event that Nippon was accepted for an Associate Membership at some future time.

15. President Brown noted with deep regret the death of T.C. McCluskey, President of Tallman-McCluskey Fabrics Company, which occurred on July 18, 1966. Mr. McCluskey was a most loyal supporter of the various activities of the A.T.I., and had served as its Treasurer in 1958, and as Vice President in 1961 and 1962. President Brown stated that he had written a letter of sympathy to Mrs. McCluskey on behalf of the Institute, and the letter is made a part of these minutes.

16. Mr. W.S. Hough moved that the Secretary send a letter to the family of W.E. Clark, who died, following heart surgery, on August 10th. Mr. Clark, during his many years as Vice President & General Manager of U.S. Rubber's Textile Division, was a staunch friend and supporter of A.T.I. So voted.

17. Speaker for February Meeting. President Brown suggested that anyone having a suggestion to offer should contact Mr. Rainey at an early date.

18. Mr. Hough recommended that the Board of Governors should authorize our Legal Counsel to draft a letter protesting the Chemical Week article of September 10th, 1966, entitled "Asbestos-Awaiting Trial", and send same to the editor of Chemical Week; also to the proper official in McGraw-Hill Publishing Company. Further, that Legal Counsel should attempt to set up a meeting with McGraw-Hill and/or Chemical Week at which he, accompanied by three representatives of A.T.I., could register a verbal protest. Mr. Flocken agreed to try to set up a meeting as suggested by Mr. Hough, and also to draft the letter of protest. Final decision will be made as to how effective, or desirable, the proposed meeting with McGraw-Hill would be after Mr. Flocken has made a preliminary contact.

19. Date and location of the next meeting. It was decided to hold the next regular meeting of A.T.I. on February 9-10, 1967, at the Cherry Hill Inn, Cherry Hill, N.J. 08034. This is located near Camden, N.J., and is convenient to Philadelphia. They have agreed to host the A.T.I. on the dates that we desire.

20. There being no further business to come before the Board of Governors, on motion made and duly seconded, the meeting adjourned.

Respectfully submitted,

H E Sunbury

H.E. Sunbury - Secretary

ASBESTOS TEXTILE INSTITUTE

Report of Funds — September 9, 1966

Balance on Hand at Last Report, May 9, 1966

General Fund	$ 7415.41	
Savings Fund	19009.96	
Petty Cash Fund	28.28	
		$26453.65
Receipts		
To Savings Fund (Interest)	213.30	
To General Fund (1966 Dues)	500.00	
To General Fund (Book Sales)	83.52	
To General Fund (Assessments Fibre Test Manual)	5768.91	
		6565.73
Total On Hand and Received		$ 33019.38
Disbursements		
Legal Retainer (six mos ending 8/31)	1005.28	
Secretary's Salary (3 mos.)	359.25	
F.I.C.A.Tax (2nd Qtr 1966)	31.50	
Secretary's travel	194.05	
Office rent (3 mos.)	225.00	
Exhibit expense	62.60	
Fibre Test Manual Expense	5468.43	
Handbook expense (3rd Edition)	999.00	
Printing & Office Supplies	173.00	
Stenographic	27.50	
Meeting Expense (June 1966)	773.34	
Insurance (3 year renewals)	115.00	
Flowers (T.C.McCluskey)	21.65	
Telephone (4 mos.)	122.63	
Petty Cash (Vouchers 239-266 incl.)	163.10	
		9651.33
Balance on Hand as of Sept.9,1966		$ 23368.05
Funds		
General Fund(Bank Statement of Sept.9,1966)	4067.89	
Savings Fund	19223.26	
Petty Cash Fund	76.90	
Total Funds		$ 23368.05
Assets as of Sept.9,1966		
General Fund	4067.89	
Savings Fund	19223.26	
Petty cash on hand	76.90	
Accounts Receivable (Book Sales)	96.03	
Accounts Receivable(F.Test Man.Assessmt)	251.52 (*)	
Postage on Hand	4.50	
Furniture & Equipment (Nominal Value)	1.00	
Total Assets		$ 23721.10
Liabilities (None)		
Net Worth		$ 23721.10

Respectfully submitted

H.E. Sunbury - Asst. Treasurer

(*) Paid 9/15/66

JOHNS-MANVILLE

[illegible] • [illegible] • TELEPHONE [illegible] • AREA CODE 212

September 22, 1966

Mr. John A. Brown, Jr., President
Asbestos Textile Institute
c/o Raybestos-Manhattan, Incorporated
Manheim, Pennsylvania 17545

Dear Mr. Brown:

The report of funds and balance sheet of Asbestos Textile Institute as of September 1, 1966 and activity for the fiscal year were examined.

Bank balances as shown on balance sheet were reconciled with bank records.

The attached statement represents the financial position of the Institute as of September 1, 1966.

Very truly yours,

W. E. Eddy
General Auditor

enc.
cc:
E. A. Schuman
Johns-Manville Research Center
Manville, New Jersey

H. E. Sunbury
75 Center Street
Pompton Lakes, New Jersey 07442

ASBESTOS TEXTILE INSTITUTE

Budget for 1967

Item	1966 Budget	Disbursements 12 months ending 9/9/66	Proposed for 1967
Secretary's Salary	$1149.60	$ 928.70	$ 1437.00
" Travel	400.00	432.05	450.00
Office rent	500.00	691.64	900.00
Office Expense	1200.00	1265.42	1200.00
Legal Retainer	2000.00	2000.00	2000.00
Legal Travel or other expense	375.00	75.96	250.00
C.P.A. (Caruso)	300.00	------	300.00
Meeting Expense (3 meetings)	1750.00	2065.74	2000.00
Exhibit Expense	400.00	331.27	400.00
F.I.C.A. Tax	100.80	274.05	126.00
Fiber Test Manual Expense	-----	5886.70	-----
Handbook, 3rd Edition	500.00	1424.03	600.00
Revision of ASTM Specs.	500.00	219.00	250.00
Fiber Test Manuals (A.T.I. stock)	150.00	208.91	-----
Incidentals (Flowers, etc.)	200.00	47.35	200.00
Insurance (3 year renewals)	-----	250.00	-----
ASTM and I.H.F. dues	-----	35.00	135.00
Totals	$9525.40	$16135.82	$10248.00
Less: Payments received for Fiber Test Manuals		6020.43 (*)	
(*) Includes $251.52 rec'd. 9/15/66		$10115.39	

Expected Income for Year 1967

Dues, Class "A" Members	5 @ $1000.00	$5000.00
" " "B" "	2 @ 500.00	1000.00
" " "C" "	4 @ 500.00	2000.00
" " "D" "	5 @ 250.00	1250.00
Book Sales ($146.21 in last 12 months)	(Est.)	200.00
Interest on Savings Fund	(Est.)	850.00
Total expected income		$10300.00

Approved by Board of Governors

October 6, 1966

Health Study Topics

ASBESTOS TEXTILE INSTITUTE

July 26, 1966

Mrs. T. C. McCluskey
852 North Taylor Avenue
Kirkwood, Missouri 63122

Dear Mrs. McCluskey:

The sad news of your husband's passing was indeed a great shock to all of his friends and long time associates in the Asbestos Textile Institute, and I want to express on their behalf our most sincere sympathy to you in the loss of your beloved husband, and to Marilyn and Theodore D., in the loss of their devoted father.

Your husband served the Institute as its Treasurer in 1958, and as its Vice President in 1961 and 1962. His counsel and advice in its affairs and in problems common to the asbestos textile industry were most highly valued and respected by his associates, and he will be greatly missed.

"Ted"McCluskey, as he was affectionately known to all of us here at the Institute, was a man of splendid character, and those who knew him best are lastingly enriched by their opportunity for close acquaintance with him.

I have instructed the Secretary to make this letter a part of the permanent records of the Institute, also to circulate it to the Board of Governors on which "Ted" served for so many years.

At our next General Meeting, to be held in October, I will inform the members of this official action.

You may be sure that our thoughts and best wishes will go out to you on that occasion.

Most sincerely,

(Signed) John A. Brown, Jr.

JOHN A. BROWN, JR. - PRESIDENT
sag

cc: Mr. Theodore D. McCluskey
Mr. J.L. Mitchell

ASBESTOS TEXTILE INSTITUTE

P. O. BOX 239
75 CENTER ST., POMPTON LAKES, N. J. 07442
U. S. A.

Phone: 839-2216
Area code 201

Founded 1944

November 19, 1966

Mrs. W.E. Clark
6250 N.E. 19th Avenue
Imperial Point
Fort Lauderdale, Fla. 33308

Dear Mrs. Clark:

At their most recent meeting, the Board of Governors of the Institute voted the following resolution.

Resolved:- " The Board of Governors of the Asbestos Textile Institute, having learned of the death of William E. Clark, hereby instruct the Secretary to convey to Mrs. Clark and other members of his family, their very deep sympathy."

Bill Clark was a most loyal and enthusiastic supporter of the Institute for many years, and the great warmth of his personality, as well as his valued advice and counsel, will be sorely missed by our members.

Most sincerely,

Herbert E. Sunbury
Executive Secretary

A card of appreciation for this letter has been received from Mrs. Clark.

ROSTER

ASBESTOS TEXTILE INSTITUTE
P. O. Box 239, Pompton Lakes, N. J.

* * * *

AMERICAN ASBESTOS TEXTILE CORP.
Norristown, Pa.

GARLOCK INC.
Palmyra, New York

JOHNS-MANVILLE CORPORATION
New York 16, N. Y.

H. K. PORTER CO. INC.
Charlotte 1, N. C.

RAYBESTOS-MANHATTAN, INC.
Manheim, Pa.

TALLMAN-McCLUSKEY FABRICS CO.
St. Louis 22, Mo.

UNITED STATES RUBBER COMPANY
New York 20, N. Y.

ASBESTOS CORPORATION, LTD.
Thetford Mines, Quebec, Canada

BELL ASBESTOS MINES, LTD.
Thetford Mines, Quebec, Canada

BRITISH BELTING AND ASBESTOS, LTD.
Cleckheaton, Yorkshire, England

THE CAPE ASBESTOS COMPANY, LTD.
London, W. 1, England

CASSIAR ASBESTOS CORP., LTD.
Toronto, Canada

ENGLISH ASBESTOS COMPANY, LTD.
Brislington, Bristol 4, England

LAKE ASBESTOS OF QUEBEC, LTD.
Black Lake, Quebec, Canada

SOCIETE ANONYME FRANCAISE DU FERODO
Paris, France

TURNER BROTHERS ASBESTOS CO., LTD.
Rochdale, England



ASBESTOS TEXTILE INSTITUTE

—FOUNDED 1916—

GENERAL MEETING

ASBESTOS TEXTILE INSTITUTE

GENERAL MEETING

The HOMESTEAD, Hot Springs, Va.

Meeting Schedule

Wednesday, October 5, 1966

Registration

Social Hour - 6:00 to 7:00 P.M.

Thursday, Oactober 6, 1966

Air Hygiene & Mfg. Committee
9:30 A.M to 12:00 Noon

Technical Committee
9:30 A.M. to 12:00 Noon

Fiber Testing Committee
9:30 A.M. to 12:00 Noon

Sales Promotion Committee
9:30 A.M. to 12:00 Noon

Board of Governors - 8:30 P.M.

Social Hour - 6:00 to 7:00 P.M.

Friday, October 7, 1966

GENERAL MEETING - 9:30 A.M.

Cocktails - 12:00 Noon

Adjournment

ASBESTOS TEXTILE INSTITUTE

President ---------- J.A. Brown,Jr.
Vice President ----- J.L. Rainey
Treasurer ---------- E.A. Schuman
Exec. Sec'y -------- H.E. Sunbury
Legal Counsel ------ P.Jay Flocken

BOARD OF GOVERNORS

J.A. Brown,Jr., Chairman
J.L. Rainey, W.S. Hough, J.L. Mitchell
S.J. Peele,Jr., G.P. Wiess

AIR HYGIENE & MFG.COMMITTEE

W.C. Atkinson, Chairman
D.T. Austin,Jr.,A.P. Gouveia, T.D. McCluskey
K.W. Nelson, J.L. Rainey, C.L. Sheckler
R.B. Smith, H.H. Walter, L.C. Williams

TECHNICAL COMMITTEE

J.D. McCluer, Chairman
K.Q. Beyard, J.W. Hawkins, G.E. Houghton
Wm. Maaskant, E.A. Morris, D.F. Quealy

SALES PROMOTION COMMITTEE

W.S. Hough, Chairman
M.Q. Scowcroft, J.A. Brown,Jr., S.J. Peele,Jr
J.L. Rainey, N.L.A. Martucci, J.L. Mitchell
J.W. Christenbury, E.A. Schuman

FIBER TESTING COMMITTEE

J.P. Wronski, Chairman
I. Barnett, G.F.A. Brink, D.E. Childers
R.Dodds-Hebron, E.A. Farrell, J.W. Hawkins
B.Lincoln, D.F. Quealy, T.T. Tigert

FIBRE COMMITTEE

M.P. Carson, J.D. Christian, F.P. Smith
W.W. Oughstred,Wm.J.W.Smith, N.W. Hendry