

FILE NAME: Johns-Manville (JMA)

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DOCUMENT DESCRIPTION: Meeting Minutes and Attendee List -
Asbestos Information Association

EXPECTED ATTENDEES - ORGANIZATION MEETING

AIA/NA - DECEMBER 4, 1970



CERTAIN-TEED	Harold McNabb	Executive Vice President
FLINTKOTE	James Moran	Executive Vice President
	A. R. Hooker	Assistant to the Executive Vice President
GAF	Frank Campagna	Director of Marketing, Industrial Products
JOHNS-MANVILLE	F. J. Solon, Jr.	Vice President for Advertising and Public Relations
	H. M. Ball	Vice President, Secretary and General Counsel
	Earl Parker	Attorney and Assistant Secretary
	W. P. Raines	Director of Public Relations
	M. M. Swetonic	Coordinator, Special Projects Public Relations
NATIONAL GYPSUM	A. H. Fay	Vice President
PANACON	E. W. Swain	Director of Communications
RAYBESTOS	S. R. Zimmerman	Chairman of the Board
WOODWARD IRON	Davis Weaver	Vice President

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BOARD OF DIRECTORS

AIA/NA

CERTAIN-TEED

*Harold McNabb
Executive Vice President

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D.
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R. Power Fraser
Vice President

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S. D.
~~Davis~~ Weaver
Vice President

President
* Chairman, AIA/NA

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BOARD
MINUTES

ASBESTOS INFORMATION ASSOCIATION / NORTH AMERICA

FRIDAY, DECEMBER 4, 1970

SUMMATION OF PROCEEDINGS

The meeting was opened at 10:00 A.M. by Harold McNabb, Executive Vice President of Certain-teed, and President of the Association. He thanked the Board of Directors for having elected him Chairman at the November 5 formation meeting of the AIA/NA (Mr. McNabb did not attend the formation meeting due to a death in his family), and reiterated the objectives and planned activities of the Association, as contained in the AIA/NA Prospectus.

A. H. Fay of National Gypsum moved that the minutes from the November 5 meeting be accepted. The motion was second by F. J. Solon, Jr., of Johns-Manville and approved by voice vote.

Mr. McNabb made three new appointments to the Administrative Sub-Committee. They were:

1. Public Relations Member --- Larry Woodward, Certain-teed
2. Project Coordinator --- M. M. Swetonic, Johns-Manville
3. Environmental Control Member --- E. M. Fenner, Johns-Manville

James Moran of Flintkote asked about the purpose and activities of the Administrative Sub-Committee. W. P. Raines of Johns-Manville

explained that the Sub-Committee would handle the day-to-day activities of the Association, within the parameters of action as approved by the Board of Directors. Mr. Solon commented that the Sub-Committee will be effective only if the parameters are flexible enough to permit swift action. Mr. McNabb then read from "Suggested Functioning of the Administrative Sub-Committee", which had been distributed and discussed at the November 5 meeting. S. R. Zimmerman of Raybestos suggested that individual company statements on asbestos-health be limited to local plant or situations peculiar to a particular company. Mr. Solon commented that even in these situations the Administrative Sub-Committee could be of assistance in helping member companies draft statements. It was agreed that the position and background papers on asbestos-health prepared by Johns-Manville and distributed at the November 5 meeting could be used by the member companies in local situations. Mr. McNabb called for a motion to approve the parameters of action of the Administrative Sub-Committee as those outlined in the "Suggested Functioning" statement. Mr. Moran so moved, seconded by S. D. Weaver of Woodward Iron, and approved by voice vote.

Mr. Moran asked about adding new members to the Administrative Sub-Committee. It was generally agreed that additional qualified people could be nominated, providing that the Sub-Committee did not become so large as to inhibit its effectiveness.

Mr. McNabb informed the Board that according to the laws of incorporation under which the AIA/NA will function, it would be necessary for the Board to elect a Vice President. Mr. Moran nominated Mr. Solon for this position. Mr. Zimmerman seconded the motion. Mr. Moran moved that nominations be closed. Mr. Solon was then elected Vice President of the Association by voice vote.

Mr. Fay asked about adding new members to the Association. He said that there are a number of other companies with a vital stake in the asbestos-health problem, and that it would be to the benefit of all concerned for these companies to be allowed to belong to the Association, but not necessarily as members of the Board.

Mr. Fay also commented that increasing the Association membership would have the effect of decreasing each member company's individual dues after the first year of operation.

A. R. Hooker of Flintkote asked if any guidelines has been set for membership. Mr. McNabb replied that none had yet been set because it was felt that it was more important to begin operations first, and worry about adding new members later. Mr. McNabb then appointed Mr. Fay as Chairman of a Membership Committee to draft recommendations by the next meeting for criteria for membership as well as for assessing dues. Mr. Moran and Mr. Zimmerman were appointed to the Committee. Mr. Solon suggested that "manufacturers of finished asbestos products" be used as the criteria for

membership. Mr. Zimmerman asked whether floor tile manufacturers would be asked to join. Mr. Swetonic commented that if demolition becomes a problem, then even floor tile manufacturers might start to have problems in the health area.

It was agreed that the next meeting of the Association would be held in New York at the Johns-Manville offices in February.

Mr. Raines will poll the membership for a suitable date. Mr. Solon suggested that the Association hold bi-monthly meetings. This was accepted in principle.

Mr. Raines distributed copies of a Hill & Knowlton recommendation for a press conference to announce the formation of the AIA/NA. Mr. Swetonic discussed the Media Source File which Johns-Manville had originally put together for its own use, but which will now be distributed under the name of the Association. It contains background and position papers, as well as medical papers and speeches of interest to science writers and editors. The source file can be distributed at the planned press conference, as well as being sent to editors.

Mr. Swetonic commented that the source file originally contained a rather extensive paper on Johns-Manville Health Research. It was agreed that a similar paper should be prepared for the Association. Copies of the J-M paper will be sent to all Board Members. They will add to the paper any independent research conducted by their

companies in the health area, will indicate which of the projects mentioned in the paper they participated in, and will return the paper, with the additional materials, to Mr. Swetonic for incorporation.

Mr. Solon commented that the press conference needs a good news peg to attract wide coverage. He suggested that an Association statement on asbestos spraying might do the trick, because New York City may be starting hearings on its new Air Pollution Code around the time of the press conference (early in January).

Earl Parker of the J-M legal department explained the process of incorporating the Association as a non-profit corporation, and distributed copies of the incorporation papers. Each voting member will clear the incorporation papers with his legal department and return them to Mr. Parker with comments by December 21. January 1 was set as the tentative date for incorporating the Association. Mr. Moran asked if the proposed by-laws would place the member companies under a legal obligation to pay dues as determined by the Board of Directors. Mr. Parker said that they would not.

Mr. Solon spoke on the idea of having a medical advisory board to review statements made by the Association. Dr. George Wright has offered the services of the medical advisory board of the Institute of Occupational and Environmental Health, of which he is the chairman,

as an unofficial review board. No fee would be paid for this service, and the IOEH board would comment only when requested. It was agreed that this service would be most beneficial to the AIA/NA. Mr. Solon will convey this to Dr. Wright and ask him to attend the next Board of Directors meeting to discuss with the members how this service will function.

Mr. Raines spoke on communications within the Association. Important developments in the health area --- new codes governing asbestos, important press contacts, etc. --- will be relayed to the members immediately. Other, less urgent information, will be distributed on a monthly basis. Mr. Solon asked the members to consider whether they wish to have their company medical people receive this information.

Mr. Raines reported on the developing situation with regard to asbestos spraying, and distributed copies of a draft statement on the subject for Association consideration. Asbestos spraying is now legally banned in the city of Philadelphia. The proposed new New York City Air Pollution Code calls for the banning of asbestos-containing sprays, and according to legal counsel for the National Insulation Manufacturers Association (NIMA), can be interpreted as banning any use of asbestos, with the exception of brake linings, which results in the emission of asbestos dust into the ambient air. Hearings on this code will be held shortly, probably in the middle of January. NIMA has already filed with the city to be

heard at the hearings. A general discussion of this problem then followed. It was agreed that the Association should also file to present a statement at the hearings. Mr. Raines is to clear the statement with Dr. Wright and then send a copy of it to each board member, who will review it and return it to him as soon as possible with comments.

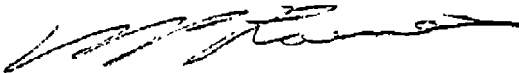
A discussion was then held as to a possible spokesman for the Association to appear at the hearings. Dr. F. L. Pundsack, Johns-Manville Vice President for Research and Development, was suggested. Other names were also discussed, but no decision made. Mr. Raines said that he has instructed Hill & Knowlton to give him a report on how the hearings will be organized, so that the Association will have more information upon which to base its actions.

The meeting then adjourned for lunch. After lunch, Mr. Swetonic showed a film entitled "Why Asbestos?" produced by the Asbestos Information Committee in Great Britain on the various uses of asbestos. A general discussion of the film followed. It was agreed that a similar film could be of considerable value to the Association in its activities in North America. Mr. Raines said that he will have J-M look into the various product applications shown in the film to find out if asbestos is used for all of these purposes in the United States as well.

Mr. McNabb recommended that Mr. Raines visit Great Britain to learn more about the manner in which the AIC operates in that country, and also to establish a close working relationship between the two organizations. It was generally agreed that this would be most useful.

There being no further business, the meeting was adjourned at 1:45 P.M.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'W. P. Raines', written over a horizontal line.

W. P. Raines
Secretary

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COMBS-MANVILLE	F. J. Solon, Jr.	Vice President for Advertising and Public Relations
	H. M. Bail	Vice President, Secretary and General Counsel
	Earl Parker	Attorney and Assistant Secretary
	W. P. Raines	Director of Public Relations
	M. M. Swetonic	Coordinator, Special Projects, Public Relations
NATIONAL GYPSUM	A. H. Fay	Vice President
PANACON	E. W. Swain	Director of Construction
RAYBLSTOS	S. R. Zimmerman	Chairman of the Board
WOODWARD IRON	Davis Weaver	Vice President

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Vice President

President
* Chairman, AIA/NA

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MINUTES

MEETING TO DISCUSS FORMATION OF
ASBESTOS INFORMATION ASSOCIATION/NORTH AMERICA*
THURSDAY, NOVEMBER 5, 1970

SUMMATION OF PROCEEDINGS

The meeting was opened at 10:00 A.M. by Malcolm Meyer, Chairman of Certain-Teed serving as Chairman pro-tem. He stressed the need for an organization of this type to inform the public concerning the facts about the asbestos/health problem. He stressed that this organization is not intended to replace existing industry groups, such as the Asbestos Cement Products Association, Asbestos Textile Institute, etc., or to supplant the efforts of individual companies in the asbestos/health area.

F. J. Solon, Jr., of Johns-Manville gave an illustrated presentation (script attached) on the background and need for an AIA/NA.

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Mr. Raines briefly described some of the working materials used by Johns-Manville in its public relations efforts on behalf of the asbestos industry.

* This name (vs preliminary suggestion of "Asbestos Information Committee/North America") will avoid confusion between this group and the British organization called "Asbestos Information Committee."

** Attached only to file copy.

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General discussion followed:

James Moran of Flintkote asked why the proposed group should not be a sub-committee of the Quebec Asbestos Mining Association. Mr. Meyer replied that this did not appear to be advisable, based upon the experience in the United Kingdom.

Mr. Moran asked about the make up of the proposed organization; specifically why it did not include manufacturers of flooring tile. Mr. Meyer replied that he and Mr. Burnett had started with a list of 125 companies and had sought to pick out eight that were representative of the industry, in order to get this new-association started. There is no intention to limit it, ultimately, to this number.

Al Fay of National Gypsum asked whether the plan was to broaden the base of membership in the future, admitting additional companies. Mr. Meyer replied that this was, indeed, the plan.

Referring back to the previous question concerning the QAMA, Mr. Solon pointed out that the chief area of press volatility is in the United States, not in Canada. It would be difficult to carry out an effective information program in the name of an organization based in Canada.

Mr. Moran asked how the organization would be funded in 1972.

Just what would be the basis for assessments. Mr. Meyer replied

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that this has yet to be worked out.

Mr. Fay again emphasized the desirability of building up the organization to include many more than eight members, before 1972, so that the amount of money to be raised from each member would be lower.

In answer to a question of where the proposed organization would get its input of scientific information, Dr. Wright stated this was a most important matter. He said it is vital that scientific information from many sources flow into the AIA/NA before it is published. He hopes that this will be accomplished, in part, through his travels around the world and contacts with various medical and governmental groups. He offered to attend the meetings of the AIA/NA voting members and share with them the information he has gained. This was enthusiastically received.

Dr. Wright further underlined the disadvantages of there being any visible link between the QAMA and the AIA/NA. He pointed out that the Institute of Occupational and Environmental Health, while funded by the QAMA, has successfully maintained its "arm's length" distance from the QAMA, and that it should maintain the same type of distance from the AIA/NA in order to keep its credibility in government and medical circles.

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Messrs. Fay and Moran asked whether the organization should

Mr. Moran asked whether each company's in-plant industrial hygiene program would remain the same and Mr. Meyer replied that they would.

Davis Weaver asked whether questions from municipalities, concerning the safety of asbestos products, should be fed into the administrative committee of the new organization. The consensus was that this was indeed one of the services that the new group could render its members.

Mr. Moran then moved and Mr. Fay seconded, the nomination of Harold McNabb, Executive Vice President of Certain-Teed as Chairman of the Asbestos Information Association/North America. There being no further nominations, a unanimous ballot was cast for Mr. McNabb.

Mr. Meyer then moved and Mr. Zimmerman seconded, the nomination of W. P. Raines, Director of Public Relations for Johns-Manville, as Secretary of the AIA/NA. There being no further nominations a unanimous ballot was cast for Mr. Raines.

The question of legal counsel was discussed and it was decided to have the member companies provide this service, at least initially. At the beginning it will be provided by Herbert Morton Ball, Vice President, Secretary and General Counsel of J-M.

It was unanimously agreed by the group that Hill & Knowlton

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be selected as the public relations counsel for the AIA/NA. It was also agreed that the mailing address of Hill & Knowlton (201 East 42nd Street) be used as the mailing address for the AIA/NA.

There was then discussion of a list of proposed functions of the Administrative Sub-Committee (see attachment). All were tentatively approved with the proviso that considerable additional detail should be added as the organization gets into operation.

Mr. Meyer requested each company present to let him know, by Friday, November 13, who its voting member will be. Mr. Solon informed Mr. Meyer that he will be the voting member for Johns-Manville.

Mr. Ball suggested that we consider having the AIA/NA set up as a non-profit corporation. It was agreed that this should be done and that papers should be drawn up before the next meeting.

Each company present was requested to furnish to Mr. Meyer, also by November 13, the name of its Public Relations Director or its Public Relations Counsel.

It was decided that the formal organizational meeting of the AIA/NA would be held on Friday, December 4, 1970, at 10:00 a.m., in the fourth floor conference room of the Johns-Manville headquarters, 22 East 40th Street, New York City, followed by luncheon in the Johns-Manville Board Room.

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There being no further business, the meeting was adjourned at
12:00 noon.

Respectfully submitted,

W. P. Raines
Secretary

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