FRICTION MATERIALS STANDARDS INSTITUTE, INC., EAST 210 ROUTE 4, PARAMUS, NJ 07652

MINUTES OF THE ANNUAL MEMBERSHIP MEETING

of the

FRICTION MATERIALS STANDARDS INSTITUTE, INC.

Wednesday and Thursday, June 13 and 14, 1984

at

LaCosta Resort, Carlsbad, California

ACTIVE MEMBERS PRESENT	REPRESENTATIVES
Abex Corporation	Robert E. Nelson, President
Bendix Corporation (Proxy-F. E. Messier)	John Riopelle (6/13)
Carlisle Corporation	William E. Harris, Jr.
Friction Division Products, Inc.	Robert Conger
Delco-Moraine Division	Donald L. Emrick
H. Krasne Manufacturing Co.	William Osborn
Certified Brakes	Larry Mintman
Nuturn Corporation	Robert H. Nelson
P.T. Brake Lining Company	Stuart Comins, Vice President
H. K. Porter Company, Inc.	Larry Belans
Reddaway Manufacturing Company	Edward Eggert
Virginia Friction Products, Inc.	W. Max Sleeth
S. K. Wellman Corporation	Thomas R. Fussner
Wheeling Brake Block Manufacturing Co.	Lee Burgess

OTHERS PRESENT	
Canparts Automotive Int'l (Regional)	Andy Gagnon
Carlisle Corporation	Arthur Moore
Friction Division Products, Inc.	Jack Carney
Delco-Moraine Division (Guest Speaker)	Gene P. Baynes (6/13)
H. Krasne Manufacturing Co.	Harry Krasne
	William Axelrod (6/13)
	Ron Randall (6/13)
Nuturn Corporation	Joseph Sisson
P.T. Brake Lining Company	Michael Comins
	Sydney Comins
	Steve Doyle
Reddaway Manufacturing Company	F. William Barton
Legal Counsel	David F. McBride
Friction Materials Standards Institute	Edward W. Drislane, Secretary

Mr. Nelson, President, called the meeting to order at 1:30 PM, June 13, 1984. As the first order of business, Mr. Nelson called for a roll call.

The Board voted to transfer the Active Membership held by Thiokol Corpora-

MINUTES OF MEETING OF JUNE 15-16, 1983

The minutes of the Annual Membership Meeting held June 15-16, 1983, had been distributed. No corrections were suggested. A Member moved that a reading of the Minutes be dispensed with.

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

RESOLVED: To accept the minutes of the June 15-16, 1983 Annual Membership Meeting as written.

PRESIDENT'S REPORT

Mr. Nelson, President, read his report. Refer to EXHIBIT 1.

Mr. Nelson noted that most Institute activities through the year were done through the three Technical Committees: Brake Performance Study Committee, Data Book and Technical Committee, and the Health and Environmental Affairs Committee. He noted that the Committee Chairmen for these three Committees would expand on their activities in their reports for the June Meeting.

Mr. Nelson also commented on activities of the MEMA on a possible program to promote adoption of brake lining and other regulations by additional States.

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

RESOLVED: To accept the President's report as written.

REPORT ON ACTIVITIES OF THE BOARD OF DIRECTORS

The Secretary reported on activities of the Board of Directors since the June 1983 Meeting. The early part of this report is information gathered from mail ballots cast by the Board since the June 1983 Meeting, and the latter part is from actions taken by the Board at its June 12, 1984 Meeting.

The Board of Directors voted to terminate the Regional Membership of Colfriccion, Ltda. of Colombia for failure to pay its Annual Membership Fee. The Board voted to transfer the Active Membership held by Thiokol Corporation, Friction Division, to the new corporation Friction Division Products, Inc.

The Directors voted to schedule the June 1985 Membership Meeting at Dunfey-Hyannis in Hyannis, Cape Cod, Massachusetts.

During the year the Board voted on several applications for Active and Regional Membership and Licensees. The Board voted to recommend the acceptance of one Active Member, Coan Equipment Company, and four Regional Members: Alcace, Canadian Metallic, MAMUSA and Valeo. The Board also voted to accept Licensee applications filed by five new Licensees. There are more details in the Membership Committee report. Certain results in the Membership Committee report took place as a result of votes at the June 1983 Meetings, and are therefore not noted in this report.

At the June 12, 1984 Meeting, with only three Directors present, a quorum was not available. The three Directors present voted to fill the vacancy created by Mr. Carrigan's resignation by electing Mr. Stuart Comins to the Board. (This was permitted by Constitution ARTICLE IV, Section 5, Vacancies). With the election of Mr. Comins, the Board Meeting commenced.

The Board of Directors heard and approved Officer and Committee reports with certain exceptions. The Secretary was directed to follow-up on Shiloh Brake Company as regards an application for Active Membership. The Secretary was directed to send a Bulletin to the Membership on the need for the Institute to be an association open to Membership by qualified applicants and to explain the correct procedures for election of a new Member. The Board of Directors approved the Licensee application filed by CBS (Automotive and Industrial) Limited of England. The Board of Directors approved and recommended Membership approval of the application for Active Membership filed by Cougar Brake Industries, Inc. of Linden, New Jersey.

The Board of Directors discussed Mr. Comins' proposal to seek a Government ban on the manufacture and import of asbestos containing friction materials. This was amended to apply to replacement brake linings for on-highway usage, and this is to be submitted to the Membership for its consideration. The Directors discussed third party product liability insurance. They discussed possible pooling of Members for insurance, the exchange of information and suggestions in this area. The Directors concurred in having the subject of product liability insurance discussed at the Membership meeting.

The Board voted to suspend $150 of the basic annual fee for Active Members for the 1984-85 fiscal year. On the subject of historical sales reporting, the Directors asked to have the Accountants list the names of the Members reporting in each reporting category for each quarterly statistical report. Also, the Accountants are to be asked to review each quarter's input comparing it to previous quarter and previous year data for reasonableness. This would be an attempt to correct erratic or incomplete input from individual Members.

After reviewing the report for the Data Book and Technical Committee, the Board re-submitted its recommendation of 1983 that a new series of numbers be assigned outside the 700/7000 Series for heavy duty disc brake linings and they suggested the 10,000# GVW as a possible break-off point for heavy duty purposes. The Board voted to have the Secretary block space at Dunfey-Hyannis for June 1986 should the Membership wish to return to Hyannis that year, and to block space at the Williamsburg Inn for June 1986, should the Membership find Hyannis inadequate. The Board directed that the Secretary should prepare a folder on the value of the Institute to Member companies, in order to secure management support of participation in the activities and meetings of the Institute.

TREASURER'S REPORT

Mr. Simon, Treasurer, prepared this report. Refer to EXHIBIT 3. The Secretary read the report.

In summary, the report indicated that the Institute operated with its expenses coming in slightly under budget. There were added income items, primarily from increased Membership Dues and Investment Income that lifted projected excess of income over expenses to over $16,000. No major expense variances were noted.

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

RESOLVED: To accept the Treasurer's Report as written.

MR. GENE BAYNES, DELCO-MORAINE DIVISION, GUEST SPEAKER

The President introduced Mr. Gene Baynes, Director of Engineering for the Delco-Moraine Division, General Motors Corporation.

Mr. Baynes highlighted General Motors vehicle plans for the next few years with the Saturn vehicles the next major series to be introduced. No dates have been set as yet for introduction of the Saturn series. He discussed the joint General Motors/Toyota venture at the General Motors facility in Fremont, California, where General Motors and Toyota will combine to design and manufacture a new small car to be marketed by Chevrolet.

Mr. Baynes noted the new General Motors corporate structure which sets up two corporate lines: The small car (Chevrolet, Pontiac, Canada) and the full-size car (Cadillac, Buick, Oldsmobile). The product offerings will reflect this re-structuring in the 1980's and beyond.

His presentation continued with slides illustrating the complexity of overall brake design. Corporate Average Fuel Economy requirements (CAFE) are now the driving force in vehicle design, and to meet these requirements the designer must remove weight from the vehicle. In brake design this has driven the designer to specific brakes for specific vehicles. The common brake for several series of cars is no longer feasible. Among the changes that can appear in the brake system are the overall design, integrally molded versus riveted, different rivet patterns, insulator design, clip design, and friction material type. Europe has already moved towards placing specifications on replacement friction materials. Germany designates the approved replacement linings for certain vehicles.

Mr. Baynes distributed a chart showing General Motors passenger car original equipment brake lining usage from 1979 to 1983. The chart indicated asbestos, semi-metallic and "hybrid" (combination asbestos and semi-metallic) usage for those years. For performance reasons, Mr. Baynes advocated replacement materials be installed on a like-for-like basis (semi-metallic for semi-metallic, etc.).

Among the longer range design plans are additional passenger cars with discs front and rear, and the extension of anti-skid devices to passenger cars. Mr. Baynes noted that replacement industry should ask how they can do a better job applying replacement brake linings on past model cars.

Mr. Baynes followed his slide presentation on brakes with a General Motors movie emphasizing the safety aspects of broader use of the seat belts now installed on just about all cars on American roads. Statistics on the protection afforded by these seat belts were shown.

In the question period that followed concern was expressed for tailoring the replacement parts to the specific vehicle model. In several cases, a specific part can be used on more than one vehicle, and the replacement lining manufacturer cannot control the actual installation at the brake repair facility. Mr. Baynes indicated that this problem was behind the attempt by the German authorities to specify approved replacement materials for specific vehicles.

Additional questions were asked during an informal discussion after his talk. Mr. Nelson thanked Mr. Baynes for the Institute Members for his presentation and noting the challenges facing this industry.

NOMINATING COMMITTEE

Mr. W. Max Sleeth, Chairman of the Nominating Committee, advised on Committee recommendations for nominations to the Board of Directors.

Mr. Sleeth noted that the following three Directors, none of whom were present, were serving terms that will continue until June 30, 1985, and were not up for election: Mr. F. E. Messier of Bendix, Mr. Don Testa of Raymark, and Mr. Bob Mighton of Certified Brakes. The following names were then placed in nomination to the Board of Directors to serve two year terms starting on July 1, 1984:

Mr. Robert E. Nelson (incumbent), Abex Corporation
Mr. Robert H. Nelson (incumbent), Nuturn Corporation
Mr. Norman Morse, Guardian Corporation
Mr. W. Max Sleeth, Virginia Friction Products

The Secretary advised that with this slate of Directors, the Board make-up would be in conformance with Institute policy on representing classes of Membership based on annual fee categories. The Secretary was asked to check with Mr. Morse, who was not in attendance, as to his acceptance of a Directorship in the Institute. This could not be done during the June Meetings, as Mr. Drislane had earlier been advised that Mr. Morse was in Europe.

Mr. Nelson called for a recess at this point to permit Members to discuss the nominations. Upon reconvening, Mr. Nelson called for nominations from the floor. No additional nominations were made.

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

RESOLVED: That nominations for the Board of Directors be closed.

The Secretary was directed to cast one ballot for the election of Mr. Robert E. Nelson, Mr. Robert H. Nelson, Mr. Norman Morse and Mr. W. Max Sleeth to the Board of Directors. The Secretary advised that the ballots had been so cast. The President advised that with the election of these four Directors that the Board had the required seven Members.

HEALTH AND ENVIRONMENTAL AFFAIRS COMMITTEE REPORT

Mr. Riopelle, Chairman, presented the report for his Committee. Refer to EXHIBIT 9.

Mr. Riopelle noted several actions taken during the past year affecting the friction materials industry. Among these were EPA's amendments to the National Emissions Standards for Hazardous Air Pollutants (NESHAPS), the Institute's balloting on petitioning the Government on a member recommendation for banning asbestos-containing friction materials, Office of Toxic Substances Control plans for restrictions on certain asbestos products, and the OSHA proposals for revision of the asbestos standard. Mr. Riopelle noted in his report that seven states have their own standards for asbestos exposure in the workplace, and that some (Hawaii, Kentucky, New Mexico, Oregon and Tennessee) have adopted and held to the levels set by the OSHA Emergency Temporary Standards of November 1983--0.5 fibers per cc permitting respirator usage as a control technique.

The Institute commented to OSHA on the amendments to the permanent standard. These comments were drafted by the Committee at its May meeting and were sent to OSHA prior to the comment deadline date. Among points made were the difficulty in fiber counts as evidenced by certain "round robin" count tests by technicians from industry and government. The use of other fibers complicates counts due to the difficulty in discriminating between fiber types. Mr. Riopelle referred to a Research Triangle Institute study on the costs and feasibility of asbestos dust controls. Mr. Riopelle noted that the Committee opposed a member suggestion that the Institute petition for a ban on the manufacture or import of asbestos-containing friction materials.

In reply to a question, Mr. Riopelle indicated that the hearings for amendment of the asbestos standard will be held in Washington starting on June 19. OSHA could stay with respirator usage as a control technique to achieve the permitted exposure level. He noted, however, that there were difficulties in enforcing a respirator program. He also noted that the optical microscopy method of fiber counts was almost impossible to control if statistical methods were not permitted for compliance.

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

> RESOLVED: To accept the report of the Health and Environmental Affairs Committee as written.

MEMBER PROPOSAL TO PETITION THE GOVERNMENT TO BAN THE MANUFACTURE OR IMPORT OF ASBESTOS-CONTAINING FRICTION PRODUCTS

Mr. Stuart Comins had asked that the following subject be added to the agenda for the Institute's Membership meeting: That the Institute petition the government to institute a ban on the manufacture and import of asbestos-containing friction materials. Based on comments concerning the off-highway and original equipment markets, this suggested ban was narrowed to apply to asbestos-containing on highway replacement brake linings. The rationale behind the proposal was that compliance with the new permissible exposure levels proposed by OSHA could make the costs of manufacture of asbestos-containing brake linings prohibitive when compared to the costs in other countries where exposure levels are subject to little or no control. Noted at this point was the \$25,000,000 capital equipment cost estimate in the Research Triangle Institute report, along with their projected \$18,000,000 per year incremental operating costs for compliance.

From a practical viewpoint, one questioned the difficulties that could be encountered if Canada, for example, were told they could no longer export asbestos-containing brake linings to the United States. It was emphasized that the United States manufacturer might be forced to the non-asbestos type friction product in order to comply with the new exposure levels, and as these products are considerably more costly than the asbestos types, the United States product would be non-competitive with the asbestos products being imported from off-shore manufacturers.

Comments were made to the effect that one does not benefit from going to the Federal bureaucracy for help. It was suggested in opposition to such a petition that this industry could be creating a "Pandora's Box" of troubles by going to the Government with such a petition. A Member further suggested that the Government might go for the ban on manufacture but would not buy the ban on importing.

A Member asked what would happen if the Government proceeded with such a ban. What would the industry then do? If imports could not be banned, would the industry advocate imposing an import duty on asbestos friction products to make import prices competitive with United States manufactured non-asbestos friction products?

In response to a question on OSHA's current proposals for a permanent standard, Mr. Riopelle noted that AIA's friction materials group did not provide medical evidence for the June hearings, and that no one from this group volunteered to testify at the hearings. A Member suggested that if OSHA adopts the 0.2 fiber per cc PEL without respirator usage, all manufacturers would have to move to the more costly non-asbestos friction products. He further noted that there would be customer resistance to the price of the non-asbestos product which would further enhance the off-shore export of asbestos products into the United States.

At this point, A Member moved that the Institute Secretary send mail ballots to the Membership to determine Membership support for a move to petition the government to ban the manufacture or import of asbestos-containing brake linings for replacement on-highway use. It was suggested that before balloting a committee be established to prepare a ballot to be submitted to the Membership to determine a position on this issue.

Upon motion duly made, seconded and passed with seven in favor and four opposed, it was:

RESOLVED: That the President appoint a Committee to consider an Institute petition for banning the manufacture and import of asbestos-containing replacement brake linings for on-highway use, and the Committee prepare the wording of a ballot submitting this question to the Membership.

A five member committee was suggested. Representatives of the following Members volunteered to have an individual serve on this Committee: Carlisle Corporation, Certified Brakes, Nuturn Corporation, Reddaway and Friction Division Products.

MEMBERSHIP COMMITTEE REPORT

Mr. Stuart Comins, Chairman, read this report. Refer to EXHIBIT 2. Mr. Comins' report noted the increase in all categories of Membership along with details of the additions and terminations of Membership. In summary, he noted that Active Members increased to 21, Regional Members increased to 24 and Licensees increased to 17.

The Secretary advised the Membership on the discussion at the Board of Directors meeting the preceding date. At that meeting, after a review of the reading of the Constitution, it was noted that applications for Regional Membership and Licensees were subject to Board approval. In the past, Regional Member applications were sent also to the Membership for balloting. Future applications will be handled as called for in the Constitution, with the full Membership (Active Members) balloting on applications for Active Membership only. The Secretary had been directed to advise the Membership on this procedure.

At the Board of Directors meeting on the previous day, the Directors had voted CBS (Automotive and Industrial) Limited of Great Britain in as a Licensee, and had balloted in favor of accepting the application for Active Membership filed by Cougar Brake Industries, Inc., of Linden, New Jersey. The Cougar application had earlier been reviewed by the Membership Committee and approved unanimously for acceptance.

Upon motion duly made, seconded and passed with thirteen in favor and one opposed, it was:

RESOLVED: To accept the application of Cougar Brake Industries, Inc. for Active Membership in the Institute.

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

RESOLVED: To accept the report of the Membership Committee as written.

INVESTMENT ADVISORY COMMITTEE REPORT

Mr. F. W. Barton, Chairman, presented this Committee report. Refer to EXHIBIT 4.

Mr. Barton noted that the Institute had continued strengthening its portfolio with increased holdings of U. S. Treasury notes and decreased holdings of United States Agency certificates. Investment income was projected at near $28,000 for 1983-84 versus actual investment income of $21,902 in the previous year. Investment income consists of interest income from U. S. Treasury obligations, dividend income from the Money Market Funds, and the gains on dispositions of certain Agency Obligations during the year.

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

RESOLVED: To accept the report of the Investment Advisory Committee as written.

PRODUCT LIABILITY INSURANCE

Mr. Stuart Comins had asked that the subject of Product Liability Insurance be an agenda item at this Meeting. This had been discussed at the Board of Directors meeting, at which time it was considered a valid agenda item, and that the question should be brought before the Membership to at least exchange information and make suggestions that could be helpful to the Membership.

A Member noted that a friction materials manufacturer today cannot get coverage for product liability insurance, even if an exclusion for asbestos is written into the policy. The Courts, in some cases, have interpreted product liability coverage more broadly than the wording in the policies, and for this reason most insurers will not write new coverage for manufacturers who have used or are now using asbestos in their products.

One Member, who had gone everywhere to secure coverage to include asbestos engaged an Insurance Consultant. That consultant had considered one approach being the funding of an off-shore captive insurance carrier. This is essentially a self-insurance fund. Its viability depended on actuarial figures and the premium. In gathering this information, the Consultant asked for certain data from the Member in order to estimate overall liability exposure and the resulting premium.

Mr. Carney stated that he could give the Institute the questions that could be sent to interested Members. One Member suggested an Institute Insurance Committee. It was also suggested that the Institute might contact an Insurance Consultant to explore possible participation in a survey on the need for product liability insurance. It was stated that the Consultant's work was on a fee basis, and that this Member has put approximately $15,000 into this study.

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

RESOLVED: That the Institute commence study of possible captive insurance coverage by requesting Mr. Carney to provide background on the product liability insurance data developed by his Insurance Consultant.

BUDGET COMMITTEE REPORT

Mr. Bob Mighton, Chairman, prepared the Budget Committee Report. Refer to EXHIBIT 5. The Secretary read the report.

The preliminary Expense Budget figures for 1984-85 worked out to $117,480, approximately 3.9% over the 1983-84 budget. There were no specific expense items that were markedly increased over 1983-84. The only items up noticeably were those directly related to wages which includes the Pension Expense as well as Salaries.

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

RESOLVED: To accept the report of the Budget Committee as written.

FEE FORMULA COMMITTEE REPORT

Mr. Robert H. Nelson, Chairman, read the Fee Formula Committee Report. Refer to EXHIBIT 6.

In summary, the report indicated that if the 1983-84 fee formula was carried over to 1984-85 that income would exceed expenses by over $12,000 in the 1984-85 fiscal year. This would be on top of a projected provision for the environmental affairs reserve. This excess was based on anticipated investment income and the preliminary Expense Budget detailed in the Budget Committee Report.

It was noted that the Board of Directors had earlier voted to suspend for the 1984-85 fiscal year $150 of the Basic Fee charged to Active Members (and, accordingly, to those Regional Members paying the same fee as Active Members). This would set the fee for a one Category Active Member at $1,850; two categories $2,550; three categories $3,250.

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

RESOLVED: To accept the Fee Formula Committee report as written, subject to the $150 suspension of the basic fee for Active Members in the 1984-85 fiscal year.

DATA BOOK AND TECHNICAL COMMITTEE REPORT

Mr. Gordon Smith is Chairman of the Data Book and Technical Committee, and he prepared this report. In his absence, the Secretary read the report. Refer to EXHIBIT 8.

Mr. Smith's report covered activities of the Committee which were handled primarily at a March 28, 1984 meeting. Several specific items were covered such as decisions on thicknesses of integrally molded disc brake linings, the use of insulators, imported car coverage, and other topics. One item which was reviewed by the Committee did not meet with Board approval at its June 12 meeting. The Committee decided not to assign a new set of numbers outside the 700/7000 Series for heavy duty disc brake linings. The Board sent that item back to the Committee emphasizing it was not simply a case of what numbers were available, but that they particularly wished to distinguish heavy duty disc brake linings from conventional passenger car disc brake linings with a different series of numbers. This would parallel the use of 4000 Series numbers for brake blocks as against the 100/1000 and 200/2000 Series numbers for drum brake linings.

In response to a question, the Secretary advised that the 1984 Automotive Data Books were shipped by the Printer starting about June 1.

A Member asked about cut-off for data going into the Automotive Data Book. He asked that the Data Book show what Bulletin No. is included in the catalog. After discussion on this bulletin cut-off information, it was agreed that a sentence would be included on the Title Page noting the last bulletins issued before copy was closed for that catalog.

A suggestion was made that the Clutch Facing catalogs be up-dated. These were published in 1974 and there have been about 60 new clutch facings issued since those publications. There were two catalogs involved: (1) All clutch facings in FMSI numerical order, and (2) Clutch Facings listed in order of size. There was a suggestion made that additional clutch facings be released first before setting up copy. Data should be requested for clutch facings on imported cars. The Secretary stated that he needed input from the Members on clutch facing releases, but that if new catalogs were to be published, it would be necessary to make a cut-off as soon as possible.

A Member suggested that the question of a clutch facing catalog be referred to the Data Book and Technical Committee. The Secretary noted that with its present make-up there was no one on the Committee with clutch facing background. Mr. Belans volunteered to serve on the Committee.to add facing background. Mr. Rob Nelson added that he would suggest an addition to the Committee from Nuturn with facing background. The Secretary was directed to refer the publication of new clutch facing catalogs to the Committee, and to proceed with publication without waiting for additional facing information.

Uponmotion duly made, seconded and unanimously passed, it was:

RESOLVED: To accept the report of the Data Book and Technical Committee as written with exception of the assignment of FMSI Numbers for heavy duty disc brake segments.

BRAKE PERFORMANCE STUDY COMMITTEE REPORT

Mr. Wayne Matthes, Chairman, prepared the Committee report. Mr. Bob Nelson read the report for the Chairman. Refer to EXHIBIT 7.

A significant part of the report dealt with the meeting the Committee held in July 1983 concerning the Truck Trailer Brake Research Group (TTBRG). This group was originally lead by Mr. Sid Williams of NHTSA and had representatives from trade associations for vehicle manufacturers, trailer manufacturers and the trucking industry. Their concern was with dissatisfaction with the V-3 Procedure for matching linings on tractors and trailers, and with other problems with the edge code. The TTBRG had asked for Institute input and the Committee had responded in detail to the items raised by TTBRG. The Committee agreed that the friction codes did not provide a satisfactory means of matching friction materials on tractors and trailers, and that the edge codes did have readability problems after use.

The Institute reply indicated that the edge code proliferation problems were a creation of the vehicle manufacturer and private brander, and the brake lining manufacturers would support any attempt to reduce this proliferation. As regards the V-3 Procedure, Mr. Nelson pointed out that the SAE now has an ad hoc committee attempting to develop a procedure that would be worthwhile in truly evaluating brake lining compatibility.

Mr. Nelson advised that there had been feelers put out by the MEMA on developing State interest in adopting uniform brake lining standards. MEMA Members had been asked for their interest in funding such a program. Mr. Dairl Bragg, former Director of the VESC, had been engaged as a Consultant by MEMA to contact the various States. Mr. Nelson sat in on a meeting called by MEMA on this subject, and will continue his follow-up should there be movement in this direction. He noted that wider application of the V-3 Regulation was not truly an answer and indicated his hopes that the Arne Anderson ad hoc Committee at SAE could come up with something more suitable.

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

RESOLVED: To accept the report of the Brake Performance Study Committee as written.

PUBLIC RELATIONS COMMITTEE REPORT

Mr. Simon, Chairman of the Public Relations Committee submitted his report on Committee activity in 1983-84. His report was read to the Directors. Refer to EXHIBIT 11.

Mr. Simon's report noted the assistance given by Mr. Rob Nelson and Klock Advertising in expanding the Institute's list of automotive trade magazines for PR purposes.

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

RESOLVED: To accept the report of the Public Relations Committee as written.

Mr. Osborn noted that Mr. Simon was not at the Meeting and suggested the Institute consider an award or appointment to an Executive Committee for Mr. Simon. It was noted that the Board of Directors at its earlier Meeting directed the Secretary to have a certificate of appreciation prepared honoring Mr. Simon and awarded to him from the Membership. It was asked that the subject of an Executive Committee be held until "Other Business" was discussed.

ANNUAL MEETING COMMITTEE REPORT

Because of Mr. Jay Moore's retirement, this Committee was not reorganized. The Secretary reported on activities concerning the Annual Meeting. Refer to EXHIBIT 13.

Summarizing, LaCosta had been firmed up as the meeting site for June 1984, and the Board had selected Dunfey-Hyannis for the June 1985 Meeting. The Hyannis site was then booked for June 17-20, 1985.

At the earlier Board of Directors Meeting, the Secretary was directed to block space at Dunfey-Hyannis for June 1986, should the Institute wish to return for the usual two-year meeting site, and to block space at the Williamsburg Inn, Williamsburg, Virginia should there be dissatisfaction with Dunfey-Hyannis in 1985.

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

RESOLVED: To accept the report of the Annual Meeting Committee as written.

HISTORICAL SALES REPORTING

The Secretary read the report on Historical Sales Reporting for the 1983 calendar year. Refer to EXHIBIT 12.

The Secretary indicated that there was more stabile participation in the 1983 reporting. However, there was some criticism of the results at the earlier Board of Directors Meeting. The Secretary was asked to take two actions: (1) Future quarterly reports include data on which individual Members report in each of the four reporting categories (similar to the year-end report), and (2) The accountants be asked to review input from individual Members comparing it to the preceding quarter data and to year-earlier data to determine if a follow-up for inconsistencies is needed.

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

RESOLVED. To accept the report on Historical Sales Reporting as written.

OTHER BUSINESS

The Members were advised that under the subject of "Other Business" at the earlier Board of Directors Meeting that the Secretary was advised to prepare and distribute a folder or report on the values of FMSI to its Members. This would include information on the catalogs published, the comments sent to regulatory authorities, the earlier work done by Mr. Nelson and his Committee when the original brake lining laws and regulations were being prepared, and other such information to help get Member management to support the Institute. This was occasioned by the difficulties the Institute encountered at this Meeting in having quorums for the Directors Meetings. The purpose would be to emphasize services to Members in order to get improved participation from the Membership.

Mr. Osborn suggested that the Institute form a Committee of Past Presidents to seek their advice and indicate Institute appreciation for their contributions. The outgoing President, Mr. Bob Nelson, was one who contributed much to the Institute and the friction materials industry.

A Member suggested that a round of applause was due for Mr. Nelson for his services as President and earlier as Chairman of its valued Brake Performance Study Committee. The Membership replied with a round of applause.

As to the earlier suggestion that a participating Committee of Past Presidents be appointed, it was stated that this suggestion had merit and would be considered when Committee assignments were made. As the President appoints all Committees, this recommendation will be referred to the incoming President.

It was noted that because of the difficulty with quorums for the Board of Directors Meetings that a new slate of Officers had not been elected before adjournment of the Annual Membership Meeting.

There being no additional business brought to the attention of the Membership, upon motion duly made, seconded and unanimously passed, it was:

RESOLVED: To adjourn

Adjourned at 10:10 AM, June 14, 1984.

E. W. Drislane
Secretary