



**SOCIETY OF PLASTICS ENGINEERS
COLOR & APPEARANCE DIVISION
Board of Directors Winter Board Meeting Minutes**



Date: January 18, 2012 Board of Director's Meeting
Location: New Orleans Marriott, New Orleans, LA

Attendance

Present:

Absent:

Aumann, Scott	Mullins, Brenda	Becker, Doreen
Balthazar, Earl	Phillips, Tracy	Bykowski, Paul
Bodi, Alan	Przybylski, Jamie	Charvat, Bob
Button, Hal	Puckerin, Betty	Ladson, Jack
Davis, Sandra	Reid, Sharyl	Mulholland, Bruce
Drusda, Jeff	Rachal, Tom	Nitardy, Larry
Ehr, Sharon	Reid, Austin	Tyler, Mark
Esker, Steve	Reinicker, Roger	Rangos, George
Figaniak, Jim	Smeltzer, Ann	
Goldstein, Steve	Smith, Bill	
Heitzman, Scott	Suthers, Johnny	
Lavieri, Frank	West, Brian	
Kennedy, Howard		

Upcoming Board Meetings:

Spring Meeting	ANTEC 2012 – Orlando, FL	Tuesday, April 3, 2012
Summer	TBD	

January 18, 2012

TUESDAY AGENDA SUMMARY

Note: See attachment 1 for current action items.

Time	Location	What
07:00 – 08:00	Galerie 5	Breakfast
08:00 – 11:30	Galerie 5	BOD Meeting
10:00 - 10:15	Galerie 5	Coffee Break
11:30 – 12:30	Galerie 5	Working Lunch

BOARD OF DIRECTORS MEETING

- Welcome, Introductions, Opening Remarks, Announcements – S. Heitzman
- SPE Anti-Trust Statement – S. Heitzman
- Secretary's report – B. Puckerin
- Treasurer's Report- A. Reid
- Councilor's report – S. Davis

Committee Reports:

- **Technical Program**
 - **ANTEC** Technical Program Committee – A. Reid
 - ANTEC 2012 (Orlando) – S. Aumann
 - ANTEC 2013 (Cincinnati) – S. Heitzman
 - ANTEC 2014 (Las Vegas) – D. Becker
 - **RETEC** Technical Program Committee – S. Davis
 - RETEC 2012 (Louisville) – S. Davis
 - RETEC 2013 (Baltimore) – T. Rachal, S. Esker
 - RETEC 2014 (New Orleans) – E. Balthazar
 - **Site & Theme** Committee – S. Davis
- **Communications** – T. Phillips
 - **Website/Internet** – T. Phillips
 - **Newsletter** – J. Przybylski / S. Reid
- **Education/Technical Resource** -S. Goldstein
- **Endowment** – J. Suthers
- **Awards** – R. Reinicker
 - Nominations for HSM, Fellow, Outstanding Achievement
- **Membership** - S. Heitzman
 - **Public Interest** – B. Puckerin
- **International** - B. West
- **Color Advisory Group** – B. West
- ✓ **Old Business – All**
 - Action Items – All

- ✓ **New Business – All**
- ✓ **Next Meeting – S. Heitzman**

END OF CAD BOARD MEETING

MINUTES OF AUGUST 9 CADBOD MEETING

Welcome, Opening Remarks – S. Heitzman

Scott Heitzman welcomed everyone to the meeting which began at 8:00 AM at the Marriott New Orleans in New Orleans, LA.

SPE Anti-Trust Statement – S. Heitzman

Scott reviewed the Anti Trust statement with the participants with the following guidelines:

The meeting referenced above will be governed by the Anti Trust Act Statement listed as follows:

SOCIETY OF PLASTICS ENGINEERS ANTITRUST GUIDELINES

It is an SPE Policy that there can be:

- 1. No discussion among members which attempts to arrive at any agreement regarding prices, terms or conditions of sale, distribution, volume, territories, or customers;**
- 2. No activity or communication which might be construed as an attempt to prevent any person or business entity from gaining access to any market or customer for goods or services or any business entity from obtaining services or a supply of goods;**
- 3. No activity or communication, which might be construed as an agreement to refrain from purchasing or using any materials, equipment, services or supplies of or from any supplier; or any other activity which violates antitrust or other applicable laws aimed at preventing unfair competition.**

Secretary's Report (B. Puckerin)

Scott asked if anyone had any revisions from the spring meeting minutes of August 9, 2011. Austin moved to approve and all voted for approval, no objections. The secretary's report was approved as submitted.

Treasurer's Report (B. Mulholland)

Austin reviewed the December 31, 2011 Treasurer's Report. The BOD balance was \$ 86,498.94. The Endowment Fund increased more than \$7,000 since the August meeting bringing the total assets to \$ 326,007.08. Refer to the attached Treasurer's Report for specific details.

Austin also reviewed the CAD RETEC 2011 - Lombard, IL Financial Reports, also attached. The CAD RETEC earned \$98,385.39. After dispersing 30% portion to ISPE, CAD RETEC 2011 earned \$68,952.72.

The financial reports were approved by the board.

Councilor's Report (S. Davis)

Sharyl Reid participated in the Council meeting via conference call and provided the following summary.

The Council meeting on November 12, 2011 was held in Barcelona, Spain in conjunction with EUROTEC 2011; this was the first ANTEC®-style conference sponsored by SPE in Europe. There were 41 section/division councilors/proxies who participated remotely and 48 councilors/proxies present in Barcelona.

Ken Braney spoke to the reinstating of an office in Brussels, Belgium as a customer service support effort in Europe. He also stated that with Susan Olderwald's departure that they have begun an executive director search and hopes to have someone on board by the first of 2012.

Vijay Boolani presented the 2012 Budget and the Treasurer's Report and both were approved. Russell Broome committed to get the budget details/monies moved to a more transparent format.

Elections were held with the following results:

President-elect: Jon Ratzlaff	Senior Vice President: Dick Cameron
Vice President: Greg Campbell	Council of the Whole: Monika Verheij

Scott Owens was nominated for the Vice President position, however, he graciously declined and announced that once his term is up that he will step down and focus his efforts on supporting his local section.

It was announced that an ANTEC® will be held in Mumbai, India on November 29-30, 2012 in an effort to more strongly brand the society overseas. It was stated that the conference in Mumbai would not replace the ANTEC® Conference in North America.

The presentation by Russell Broome was focused on how to offer more value to the society in an effort to grow membership. There has been a drop of membership from 16,000 in 2010 to 15,180 members as of November 12, 2011. Academic Outreach is a new committee that has been established to assist in gaining new society members.

Russell Broome also announced the resignation of Lesley Kyle, in which, Lesley presented her final report to council as follows. Lesley stated that she received over 200 papers which allowed for 28 sessions for EUROTEC 2011. She stated that there were 275 advance registrants and she anticipates a very successful conference. Lesley also reminded everyone about ANTEC® 2012 being co-located with NPE in Orlando, FL on April 2-4 and that the host hotel is the Orland Hilton. She ended her report by stating that it has been an honor to serve the SPE Society over the past 10-1/2 years.

ELECTION

Elections were held for the next secretary, which begins a five year term serving in the BOD chairs. Jeff Drusda, Brenda Mullins and Mark Tyler were nominated. Nominations were closed with Jeff, Brenda and Mark

Jim tallied the ballots and announced that Jeff Drusda was elected secretary. His term will begin during the summer 2012 meeting.

Committee Reports:

Technical Program

ANTEC Technical Program Committee – (A. Reid)

ANTEC 2012 – (S. Aumann/S. Reid/Mark Tyler – Orlando, Florida with NPE)

Two sessions planned – 11 total papers with business meeting

The system was new and there were some challenges

BOD meeting will be at host hotel for ANTEC, Hilton Orlando

Moderators: Earl (morning), Jamie

ANTEC 2013 – (S. Heitzman – Cincinnati)

No activity to report at this time.

ANTEC 2014 – (D. Becker, S. Reid – Las Vegas)

No activity to report at this time.

RETEC Technical Program Committee – (S. Davis)

RETEC 2011 (Lombard, IL) – (H.Kennedy)

RETEC 2012 (Louisville) – (S. Davis)

September 30 – October 2, 2012

7 papers committed, additional leads provided

Currently there are 2 platinum, gold and silver sponsors

We would like to open the website at RETEC

Hotels space is tight. A city wide event is taking place in Louisville at same time so there will not be any flexibility with room site. Comments can be added to the website on tight room availability. The room block will need to be monitored so that action can be taken as needed. ANTEC cards will be designed.

RETEC 2013 (Baltimore) – (T. Rachal, S. Esker)

Color Comes Alive in Baltimore

Marriott Waterfront contract

Sept 23-24

Baltimore will not have a physical rep at Louisville but they will provide literature and a door prize

The Marriott also provided some literature

Logo is in development; Tracy recommended a horizontal logo, which is easier to work with
John Hopkins medical college may provide keynote

RETEC 2014 (New Orleans) – (Earl)

Earl will begin negotiations for RETEC 2014

Dates: Sept 14-16, board on 17

Earl will submit the bid package to International

NO Convention center will approach to promote at RETEC 2013

Earl will check with the local section

Site & Theme – (S. Davis)

No discussions were held during this meeting. Sites are planned through 2014; therefore, the next discussions for new locations will probably be during the summer meeting.

Break

Communications – (T.Phillips)

Tracy provided the minutes for the January 18 Communications Committee meeting minutes.

Newsletter-

The next issue of CADNews is scheduled to be published in March. Submissions for inclusion are due mid-February.

CADNEWS redesign is put on hold until after the website redesign. It was decided the newsletter's new look will be based on the look of the new website.

SPECAD.ORG website

NEW CONTENT posted since September 2011:

- Archive DVD Overview (powerpoint)- PDF.

- CADRETEC 2011 Info

- New scholarship application

- Cad toolbox: write now, colorant presentation-2011 version

PROJECT: Web relaunch in 2012.

\$750 was spent so far on web redesign.

Betty, Tracy, Brenda, and Jeff have been identified as the development subcommittee. Work on the development website is escalating. There is a goal to have the new site available for review at the ANTEC Board meeting. A launch decision will be decided then.

The current website specad.org will be maintained concurrently until the new site is launched.

Project: Video commercial to promote CADRETEC conferences-this project was tabled until after the new site is launched.

Project: Virtual Trophy Case on website-light booths were acquired for photography. This concept will be incorporated in the new website.

SOCIAL NETWORKING Overview

LINKED IN SPECAD GROUP activity - Membership Growth in 2011:

Jan 4, 2011 373

Apr 30, 2011 437

Aug 1, 2011 465

Sept 21, 2011 528

Jan 18, 2012 574

Board continues to use linked in as primary communication within members and potential members in social media options

FACEBOOK activity -

Members - 39

SPE Color and Appearance Division Page was created. Members will have to "Like" the page to get updates.

TWITTER activity -

Followers - 72

#CADRETEC was used again at CAD RETEC 2011 to communicate at the conference.

SPE Communications Excellence Award 2012

ACTION: Application was submitted by the November 30, 2011 deadline.

Education Committee – (S.Goldstein)

Testing Feedback on testing to review at ANTEC meeting; five pages will be circulated. Need to have released Webex to review – communication excellence award

Coloration of Plastic book

No information on update

Roger and Bob are working on the first chapter, which will be the template for remaining chapters. Authors are still needed for several chapters, which may need to be modified to reduce some niche polymers. Some primary resins such as PET and styrenics still need authors.

Scott will review the list with Bob to verify authors and send a copy to Brenda to circulate within Clariant. A copy of Roger's chapter may help authors know what is expected.

Get CI list from suppliers and put generic information – disclaimer needed.

Terra Community College

Intro to plastic class has 15 students that were picked up through the RETEC presentation. Terre has \$6000 in their account

Endowment – (J. Suthers)

240,000 in endowment

Application for scholarships has been posted with plans to award two for 2012.

Awards – (R. Reinicker)

Members (Sandra Davis, Sharon Ehr, Jack Ladson, Bruce Mulholland, Jamie Przybylski, Tom Rachal and Johnny Suthers)

Honored Service Member

Tracy Phillips was confirmed as HSM by Russell Broome. There were a record number of submissions. The Honored Service Member award will be given at the Leadership Awards Luncheon on Sunday, April 1, 12:30-2:15, at the Hilton Orlando hotel on Level 2.

Fellow

No fellow submissions for 2011-2012

Roger proposed the following revisions to AWARDS COMMITTEE section XVII. The new wording is in red italics:

1) Best Paper Awards

- a. Awards Chairman or designee will coordinate evaluation and tally results from grading presentations at ANTEC and RETEC sessions. In addition, if there are any student papers, *(they) chairman or designee will* arrange for at least two reviewers to attend and rate those papers as well.
 - i. *Presentations are judged on technical attributes, originality/creativity, audience appeal, organization and clarity, visual aids, and response to questions. Points may be subtracted for commercialism.*
 - ii. *Presentations that are not accompanied by a reviewed paper (example: keynotes) are ineligible for an award.*
 - iii. *A minimum of five (5) grades are averaged to determine the winner; the highest average wins. In the case of an exact tie, the awards committee will decide the winner.*
 - iv. *Graders must be trained in grading procedures and must recuse themselves in cases of conflict of interest from grading specific papers.*

The revisions were approved by the board. Roger will send the revisions to Bruce to modify the operating procedures.

Technical Content Review Committee

Pinnacle Award (A. Smeltzer)

Pinnacle Award application was submitted

Communication application was submitted

Application for Charvat induction into plastic hall of fame was submitted

Membership - (J.Ladson/G.Rangos)

In Jack's absence, Scott presented his summary report.

The "Official Membership" of the CAD SPE is 825 strong. We gained 6 members in December 2011!

The disembodied (Suspended) Members are listed at 138 weak. This quantity is very different from what we know and is still being investigated and worked on.

This is a reminder from the last report. One of the techniques that the SPE is deploying to retain members by putting member benefit programs into place. Currently they are offering:

1. Medical Benefits Program
2. Life Insurance
3. Teleconferencing

4. Student Education – Free Autodesk software
5. Free Webinars Autodesk
6. Discount Freight coming NEW
7. More to come – stay tuned.

Public Interest (B. Puckerin)

There were 107 forms returned. Some questions were left blank, while some questions had multiple responses. A copy of the summary report is attached.

Several names were provided for the CAD to interview in a series of VOC questions. Betty will develop a series of questions and present the questions during the Spring meeting at ANTEC.

International - (B. West)

The Portuguese translation is complete

Color and Advisory – (B. West)

No request. Still waiting for SAE J1545

Old Business/Action Items – All

New Business – All

*****Scott will review the list with Bob to verify authors and send a copy to Brenda to circulate within Clariant. A copy of Roger's chapter may help authors know what is expected.***

***Jeff Drusda will be the next secretary*

***Current officers were confirmed to move to next chairs*

Roger will approach PMAD contacts for stabilization of yellowing of polymers for CAD RETEC 2012

BOD meeting at ANTEC: room at Hilton Orlando on Tuesday, April 3 at 8 am (not confirmed). Scott will confirm meeting place when available.

Draft emergency board meeting in operating rules (Austin)

Betty made a motion to adjourn the meeting. Motion passed and the meeting was closed.

Minutes respectfully submitted,

Betty Puckerin
Secretary

Appendix A – Action Item List Reviewed in Winter Board Meeting

From Winter 2012 BOD Meeting	Assigned to	Due	Status
Scott will review the list with Bob to verify authors and send a copy to Brenda to circulate within Clariant.	Scott Heitzman, Brenda Mullins	Summer 2012	Open
Present VOC questions and list of interviewees	Betty Puckerin	Spring 2012	Open
Roger will approach PMAD contacts for stabilization of yellowing of polymers for CAD RETEC 2012	Roger Reinicker	Spring 2012	Open
Draft emergency board meeting in operating rules	Austin Reid	Summer 2012	
From Fall 2011 BOD Meeting	Assigned to	Due	Status
Donate \$2,000 to the SPE International for student support	Bruce Mulholland	Winter 2012	Open
Update website with two scholarships that were given out. New Scholarship documents are to be updated on web by January 2012	Tracy Phillips	Winter 2012	done
The Awards committee will develop a procedure to grade papers and present at the winter meeting. The procedure will include how to rate papers, requirements for graders and training.	Awards Committee	Winter 2012	done
Jamie will provide information on the funding needed by Terre Community College and how the money will be used.	Jamie Przybylski	Winter 2012	Completed
From Summer 2011 BOD Meeting	Assigned to	Due	Status
Subcommittee to develop presentation or brochure on benefits of CAD so something can be given to someone. Scott, Jack and Sheryl will work on the information. Sandy will contact SPE to see what they have done.	Scott Heitzman/ Jack Ladson/ Sharyl Reid/ Sandy Davis	Summer 2012	Open
Bruce will look at by-laws to compare RETEC and ANTEC technical reviews	Bruce Mulholland	Summer 2012	Open
Contact SPE concerning how CAD is listed on the 4SPE website CAD is not as division, it is under additives	Brian West	ANTEC 2012	Open
From Spring 2011 BOD Meeting	Assigned to	Due	Status
CAD Course in Portuguese	Education Committee	RETEC 2012	Open
Create a summary list of where CAD course has been given and store on website Education will maintain list and Tracy will post	Steve Goldstein	ANTEC 2012	Open
Communicate Deadlines & Guidance to Executive Committee successors	Earl B., Scott H., Jim F., Ann S, Betty P.	Summer 2011	CLOSED
Creative photo and video for use on the new site will be solicited for RETEC attendees via flyers and poster	.Jeff Drusda	RETEC 2011	Closed
Video commercial to promote CADRETEC conferences. Jamie to find out if Terra students would be willing to work on this as a project and when.	Jamie Przybylski	RETEC 2011	Closed
From Winter 2011 BOD Meeting	Assigned to	Due	Status
Investigate if CAD toolbox provides directions on the correct use of our division's trademarks & style guidelines of SPE Logo	Bruce Mulholland/Tracy Phillips	Winter 2012	Complete
Investigate if CADNEWS needs trademarked.	Bruce Mulholland	Winter 2012	Open
From Fall 2010 BOD Meeting	Assigned to	Due	Status
Quotes and proposals for redesigning the aesthetics of the website will be compiled for presentation at the next board	Tracy Phillips	Winter 2012	Complete

meeting			
From Summer 2010 BOD Meeting	Assigned to	Due	Status
Review suspended list by company	George Rangos	Summer 2012	Open

Appendix B – Action item List from Fall Board Meeting Minutes

From Fall 2011 BOD Meeting	Assigned to	Due	Status
Donate \$2,000 to the SPE International for student support	Bruce Mulholland	Winter 2012	Open
Update website with two scholarships that were given out. New Scholarship documents are to be updated on web by January 2012	Tracy Phillips	Winter 2012	Open
The Awards committee will develop a procedure to grade papers and present at the winter meeting. The procedure will include how to rate papers, requirements for graders and training.	Awards Committee	Winter 2012	Open
Jamie will provide information on the funding needed by Terre Community College and how the money will be used.	Jamie Przybylski	Winter 2012	Open
From Summer 2011 BOD Meeting	Assigned to	Due	Status
Nominate Bob Charvat to the Plastic Hall of Fame, winners will be announced in Winter at ANTEC in Orlando	Tom Rachal	RETEC 2011	Completed
Subcommittee to develop presentation or brochure on benefits of CAD so something can be given to someone. Scott, Jack and Sheryl will work on the information. Sandy will contact SPE to see what they have done.	Scott Heitzman/ Jack Ladson/ Sharyl Reid/ Sandy Davis	Winter 2012	Open
Roger will modify review form and what is told to authors to be applied ANTEC 2012 – new action defined	Roger Reinicker	Winter 2012	Cancel
Bruce will look at by-laws to compare RETEC and ANTEC technical reviews	Bruce Mulholland	Winter 2012	Open
Contact SPE concerning how CAD is listed on the 4SPE website CAD is not as division, it is under additives	Brian West	Winter 2012	Open
From Spring 2011 BOD Meeting	Assigned to	Due	Status
Everyone should bring one of their awards to summer board meeting to have a picture taken to set up virtual award page for website	All – Tracy Phillips Coordinator	Winter 2012	Closed
CAD Course in Spanish Portuguese	Education Committee	RETEC 2011	Complete
Create a summary list of where CAD course has been given and store on website	Tracy Phillips	RETEC 2011	Open
Move surplus funds at end of Fiscal Year to Endowment Fund	Bruce Mulholland	Summer 2011	Closed
Write support statements for HSM(Tracy Phillips)	Bob Charvat/Larry Nitardy	Summer 2011	Complete
Coordinate Shipment of Gary Beebe’s books to TerraTech	Jim Figaniak	Summer 2011	Complete
Communicate Deadlines & Guidance to Executive Committee successors	Earl B., Scott H., Jim F., Ann S, Betty P.	Summer 2011	Open
Creative photo and video for use on the new site will be solicited for RETEC attendees via flyers and poster	.Jeff Drusda	RETEC 2011	Open
Video commercial to promote CADRETEC conferences. Jamie to find out if Terra students would be willing to work on this as a project and when.	Jamie Przybylski	RETEC 2011	Open

From Winter 2011 BOD Meeting	Assigned to	Due	Status
Investigate if CAD toolbox provides directions on the correct use of our section's trademarks & style guidelines of SPE Logo	Bruce Mulholland/Tracy Phillips	Winter 2012	Open
Investigate if CADNEWS needs trademarked.	Bruce Mulholland/Tracy Phillips	Winter 2012	Complete
Bring catalogues and CAD BOD shirts	Scott Aumann	Summer 2011	Complete
From Fall 2010 BOD Meeting	Assigned to	Due	Status
Quotes and proposals for redesigning the aesthetics of the website will be compiled for presentation at the next board meeting	Tracy Phillips	Winter 2012	In Progress
From Summer 2010 BOD Meeting	Assigned to	Due	Status
Review suspended list by company	George Rangos	Winter 2012	Open
Need a target date for changing font on Newsletter	Tracy Phillips/Jamie Przybylski	August 2011	Complete