



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

Date: January 7, 2014 Board of Director’s Meeting
Location: Sawgrass Marriott Golf Resort & Spa

Attendance

Present:

Absent:

Aumann, Scott	Phillips, Tracy	Becker, Doreen
Balthazar, Earl	Treat, Cheryl	Bykowski, Paul
Bodi, Alan	Rachal, Tom	Esker, Steve
Button, Hal	Rangos, George	Freshwater, Mark
Davis, Sandra	Rediske, Jim	Heitzman, Scott
Drusda, Jeff	Reinicker, Roger	Lavieri, Frank
Ehr, Sharon	Smeltzer, Ann	Przybylski, Jamie
Figaniak, Jim	West, Brian	Puckerin, Betty
Goldstein, Steve		Reid, Austin
Karszes, Nathan		Reid, Sharyl
Ladson, Jack		Tyler, Mark
Mulholland, Bruce		
Mullins, Brenda		

Upcoming Board Meetings:

Spring Meeting

SPE ANTEC 2014
Rio All-Suites Hotel & Casino
Las Vegas, NV

April 29, 2014
Time TBD

Tuesday Agenda – Masters E

Breakfast will be served at 8:00 AM

BOARD OF DIRECTORS MEETING

- Welcome, Introductions, Opening Remarks, Announcements – A. Smeltzer
- SPE Anti-Trust Statement – A. Smeltzer
- Secretary's report – B. Mullins
- Treasurer's Report- B. Mulholland
- Chair – Elect – B. Puckerin – Election Update
- Councilor's report – S. Davis

Committee Reports:

- **Technical Program**

- **ANTEC** Technical Program Committee – A.Reid
 - ANTEC 2014 (Las Vegas) – D. Becker/S. Reid
 - ANTEC 2015 (Orlando) – B. Mulholland/A. Reid
- **RETEC** Technical Program Committee – J. Figaniak
 - RETEC 2013 (Baltimore) – T. Rachal/S. Esker – Final Recap.
 - RETEC 2014 (New Orleans) – E. Balthazar/M. Freshwater
 - RETEC 2015 (Indianapolis) – B. Puckerin/S.Heitzman
 - RETEC 2016 (Florida) – S. Aumann/D. Becker

- **Communications** – T. Phillips

- **Website/Internet** – T. Phillips
- **Newsletter** – J. Przybylski

- **Education/Technical Resource** – S. Goldstein

- **Terra** - J. Przybylski
- **Book Volume 2** – B. Charvat

- **Endowment** – G. Rangos

- **Awards** – R. Reinicker

- **HSM / Fellow / OA** - R. Reinicker
- **Pinnacle Award** – J. Drusda
- **Communications Excellence Award** – P. Bykowski

- **Membership** - J. Ladson

- **Public Interest** – B. Puckerin

- **International** - B. West

- **Color Advisory Group** – J. Ladson

- **Old Business** – All

- Action Items – All

Action Item List from Fall 2013 Board Meeting

From Fall 2013 Meeting	Assigned to	Due	Status
Talk to Jaimie Gomez about new website structure	Tracy Phillips	Winter 2014	Open
Find alternative website builders	Tracy Phillips	Winter 2014	Open
Review next course “Specifications and Test Methods For Colorants” and provide feedback to Steve Goldstein	All Board Members	Winter 2014	Open
From Summer 2013 Meeting	Assigned to	Due	Status
Develop detailed proposal for online archiving	Archive Subcommittee	Winter 2014	Open
Write letter to SPE opposing elimination of member number	Jack Ladson	RETEC 2013	Closed
From Spring 2013 Meeting	Assigned to	Due	Status
Apply for Trademark of CADNEWS	Bruce Mulholland	Winter 2014	Open
From Fall 2012 BOD Meeting	Assigned to	Due	Status
CAD Course in Portuguese	Brian West	ANTEC 2014	Open
From Winter 2012 BOD Meeting	Assigned to	Due	Status
Present Voice of Consumer questions and list of interviewees and propose method of implementation	Betty Puckerin	Winter 2014	Open

- **New Business – All**
- **Next Meeting – A. Smeltzer**

END OF CAD BOARD MEETING

MINUTES of the January 7, 2014 CAD BOD MEETING

Welcoming & Opening Remarks – A. Smeltzer

Ann welcomed the group and acknowledged that 21 members were present. Many were not able to make it due to cancelled flights due to inclement weather in many Midwest and northeast regions of the country.

SPE Anti-Trust Statement – A. Smeltzer

Ann reviewed the Anti-Trust statement with the participants:

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**

Secretary's report – B. Mullins

Brenda asked if anyone had any revisions to the Fall meeting minutes of Sept 25. A motion was made by Earl to approve the minutes and seconded by Steve G. (all approved). The Fall 2013 Meeting minutes will be filed and a copy sent to SPE. The mailing list and committee membership lists were circulated for corrections.

Treasurer's report – B. Mulholland

Treasurers report – dec 31 2013
2013 RETEC report

There has been some concern over credit card issues due to Target security breach. We are certified by Trustwave which includes a quarterly scan to ensure no security issues or breaches. Bruce has completed the Trustwave security process for the year

The income taxes were submitted on time. For the first time we had to complete the long form due to higher receipts from RETEC 2012.

Bruce distributed the following documents. These are all included as Appendix A, B and C

- Treasurers report – Dec 31 2013
- RETEC 2013 Final report
- RETEC History 2001-2014

A motion was made by Earl to approve the minutes and seconded by Steve G. (all approved).

Chair-Elect Report – B. Puckering

Ann presented on Betty's behalf since she was unable to attend due to weather related flight cancellations.

Election Update:

There are 7 current members seeking re-election which will result in two new additions to the board. The goal is to have elections all finalized by March 1. The draft ballot is set up online. Next year we need to have the ballot done earlier so we can review the list of candidates by the Winter 2015 meeting. Ann will follow up with Betty on the e-blast for elections.

Councilor's report – S. Davis

Council Report for 2014 Winter CAD BOD meeting

The Fall 2013 Council meeting was held on November 16, 2013 in San Diego, CA with other meetings being held on the previous day. Normally, the first day of meetings includes both Sections and Divisions meetings as well as the Council Committee of the Whole (CCOW). For the last several years, there has been an option for remote participation in the Council meeting as well as the CCOW meeting. Due to poor on-site attendance, the Sections and Divisions meeting were not formally held.

There were a number of topics which generated significant discussion during the Council meeting, including financial condition of the organization and the proposed deficit budget for 2014, membership status and the new branding requirements.

Financial:

For reasons primarily associated with events, the financial results for 2013 are expected to show about a \$100,000 deficit. Several events in 2013, including ANTEC and Eurotec fell short of expected revenue. The shortfall for ANGTEC was related to the increased venue expenses due to SPE being the sole host of ANTEC (as compared to 2012 where ANTEC was co-located with NPE and many of the venue expenses were covered by SPI). The sponsorship and exhibition at Eurotec was negatively impacted K show, even though the two events were separated by several months. Due to the predicted shortfall for the year, the decision was made by the Executive Committee to reduce the rebates to the member groups by 25%.

The budget for 2014 is designed with a \$100,000 deficit which is related to depreciation of the recent investments in technology infrastructure. The proposed deficit budget generated significant discussion and dissent among the Councilors. However, the Council no longer has budget approval responsibility; therefore Councilors can only comment on the budget.

Membership:

Overall, the membership numbers of the organization remain relatively steady around 14000. The member retention rate for the organization remains in the low 70% which is not sustainable for the organization as the desired retention rate is greater than 80%. There continues to be a significant drop at the end of August as seen in past years as the members with June 30 member dates fail to renew. There continue to be issues with the member database resulting in difficulties for member groups requesting information about their member base. Some member groups have requested direct access to the database; however, individual licenses would be required. The fee for the individual licenses is \$300 each.

A new member level is under consideration – an e-member. While all the details have not yet been finalized, people with this level of membership would only be able to participate in on-line discussions and would not be eligible for registration discounts for conferencing.

Brand:

In October, in conjunction with the K Show, SPE announced a new brand image. The new image has been visible on recent editions of the Plastics Engineering and incorporates either chartreuse or burgundy, with the burgundy being selected in recognition of the history of SPE. All member groups are to convert to the new brand image by the end of January and any promotional items in the inventory of member groups are to be sold at discount prices by the end of 2014. There is no provision for member group brands or member group event logos.

Website:

The redesign efforts for the website continue with an expected roll out of the new design in 1Q2014. The new design is expected to provide the same experience on all types of devices, including mobile devices. Additionally, all member groups are expected to tie their website presence to the corporate site. Additionally, there is a plan to add a social networking plug-in which would provide consolidation of the all of other social network links within the SPE framework.

Respectfully submitted,

Sandra Davis
January 7, 2014

Committee Reports

• **Technical Program**

- ANTEC Technical Program Committee – A.Reid
 - ANTEC 2014 (Las Vegas) – Roger Reinicker on behalf of D. Becker/S. Reid
 - Roger is handling paper submissions and reviews. CAD sessions will be Monday April 28 from 8:00 to 11:00 and 1:30 to 4:00 with the CAD business meeting held at 4:30. Jamie and Sandy are the moderators. Sharyl will be submitting the preliminary program.
 - ANTEC 2015 (Orlando) – B. Mulholland
 - March 23-27 – No updates
 - ANTEC 2016 – Indianapolis
 - May 23-25
 - Need to get people assigned to committee for (Action item for Austin)

- **RETEC Technical Program Committee – J. Figaniak**
 - RETEC 2013 (Baltimore) – T. Rachal/S. Esker
 - Final financial report already discussed
 - RETEC 2014 (New Orleans) – E. Balthazar/M. Freshwater
 - The space issue that arose with Marriott has been resolved. Only problem will be Tuesday, when meals will be one floor down from exhibit space.
 - Earl is trying to expand room block and is considering event insurance. One advantage of new SPE Topcon policy is an insurance provision. Earl is investigating.
 - Technical Program - Call for papers went out. Have several on tap already. Will expand distribution to several other divisions and organizations. Will be pursuing normal leads. Will be contacting USM for ushers. Talking to chair of AATC in LSU for student attendees.
 - Fee structure will remain the same as last year.
 - Earl to send Bruce copy of logo when it is revised.
 - RETEC 2015 (Indianapolis) – B. Puckerin/S.Heitzman
 - Nothing new to report. Betty and Scott are working on increasing the room block.
 - RETEC 2016 (Florida) – S. Aumann/D. Becker
 - Only major concern is transportation from airport. For \$40 round trip
 - Scott made a motion to pursue Sawgrass Marriott Golf Resort and Spa as the venue and to move forward with contract for RETEC 2016 in late September. Motion was seconded and all approved.

Communications Committee - T. Phillips

Website/Internet

We have decided to delay the redesign and launch of the new website until new SPE rules about branding, logos and hosting are clarified. We are also looking at options for new web host/design services. An overview of findings so far was presented but no official recommendations were made.

The current website is active and being maintained in the meantime. We have updated to new SPE logos where we can.

LinkedIn – currently, CAD has 898 members, up 80 since September 2013. Recent posts to the members include CAD RETEC 2013 announcements.

Facebook –There are 46 followers of the SPE CAD page, up 8 from September 2013

Twitter – has 98 followers, up 10 since August 2014. 157 tweets have been posted to date.
NAME: SPE CAD HANDLE: @CADRETEC

SPE CAD Conference Archive

A subcommittee was formed to identify and resolve concerns around posting and managing the archive online. Subcommittee is Tracy Phillips, Sharon Ehr, Austin Reid, and Nathan Karszes. Findings were presented but no final recommendations were made.

Newsletter – J. Przybylski

The next CAD Newsletter will be issued around March/April.

Communications Excellence Award

We are waiting to hear the results of our communications award application, which was compiled and submitted on Dec 31, 2013 by Paul Bykowski.

Education Committee – S. Goldstein

Steve received lots of feedback on the course. Steve has taken all feedback and will resubmit for review. He will add a disclaimer and the CAD logo. Once complete, it will be placed in the tool box as a resource to give back to society for training courses. The course can also be given in one or two parts part 1 or part 2 at a future RETEC or ANTEC. Board members need to keep track of when it is presented in order to include the details on the Communications Excellence Award application. Overall, this course is progressing much smoother than first course.

Terra State Community College – No report since Jamie was unable to attend

Book Volume 2 – No report since Bob was unable to attend

Endowment Committee – G. Rangos

Deadline for scholarship applications will be June 2. The application will be emailed to student chapters in February. Johnny Suthers has volunteered to review scholarship applications. George would like to have another member of the board volunteer to review scholarships. Tom volunteered. George will ask for the board to approve up to 32000 for scholarships at ANTEC board meeting.

Awards Committee – R. Reinicker

An HSM award nomination was submitted for Howard Kennedy. Conversations will be taking place this week, but Sandy will be unable to participate. Results of application will be sent directly to Howard. The review process will take 4 to 6 weeks.

Next submission for HSM will probably be Aram Terzian but other names can be considered. Roger has already begun transition of Committee chairmanship to Tom Rachal. Roger will handle paper grading for ANTEC.

Roger will update the spreadsheet at the ANTEC.

Pinnacle Award – J. Drusda submitted the application on Nov 17th and received confirmation of submission.

Communications Excellence Award – P. Bykowski submitted the application.

Technical Content Review – R. Reinicker

Roger updated the committed roster because there were many names which have been inactive to date. A Chairperson to secede Roger needs to be selected. Roger highlighted a gap between paper and presentations. Papers are reviewed, but presentations are not. Roger recommended that we obtain the presentations 10 days before RETEC and forward to Technical Content Committee to review. Steve suggested we add question to the RETEC survey regarding value of a written paper vs presentation.

Membership Committee - J. Ladson

SPE Membership Report CAD D21 Color and Appearance

We have data available (that looks better than before)!

From the AVECTRA DB here is the Division data report ending 3JAN2014.

Category	Membership		
	2013		2014
	APR	JUL	JAN
CAD Active	593	857	816
New members	4	-	
Lapsed Members	21	328	2

SPE Membership is ~14,500. Data are suppose to be available end of Jan2014

The objective of the SPE is maintaining membership for 2014.

I do not have any statistics on the retention rate of CAD. I will attempt to devise/find such a mechanism.

Respectfully submitted,

Jack Ladson

Chair, Membership Committee

Public Interest Committee – B. Puckerin

Highlights of RETEC 2013 Survey responses:

There were slightly fewer surveys submitted for 2013 - 129 versus 153 for 2012. The attendance profile for 2013 was similar to 2012: 38% technical and 41% sales. Preprint format was almost

equal for flash drive (46%) and downloads (44%). The overall perception was very good - 91% were definitely or mostly satisfied conference. Only 1 person said they would not recommend the conference to a colleague.

We also asked attendees what format they would be interested in for archived papers. About 24% were interested in a new DVD every 5 years. Most were interested in on-line access for papers - 52% for past CAD RETEC and 53% for individual paper. The prices varied. I think some considered past RETEC papers should be available at no cost because they had attended the conference. The average price for past conferences was \$52 (\$200 max) and for individual papers about \$26 (\$100 max).

Indy will not have an off-site reception since the survey indicated that people overwhelmingly preferred the reception to be held at the hotel. The choice of early versus late was pretty close with the late reception receiving slightly higher scores - 57% 8pm - 11pm versus 43% 6pm - 8pm. We can alternate early and late but I would ask again during the 2014 survey.

There were no negative response to the registration process and most of the attendees felt that the packets had the right amount of material. The small fold up schedule was praised again this year. There was one negative comment about the on-line process because it is not easy to register multiple people. There were some opportunities for improvement given such as hotel maps, information about hospitality suites and list/map of exhibitors with brief description of the companies. Other comments were also made.

Suggestions for conference improvements were broken up into three categories - conference organization, technical program and other stuff. Wi-Fi for the conference area would be a good opportunity for New Orleans. Since the papers are electronic, it will allow access during the conference. The panel discussion had a couple of comments - some positive and some negative. Overall, the concept is well received and should be continued.

We also asked if there were any other services CAD should be doing. Suggestions varied between job postings, services and technology specifically targeting younger people, Wi-Fi in the conference/exhibit area and color education targeting high school and college students.

International Committee – B. West

Goal is to have Portuguese version completed next, but it's not due until later this year. ACE appears to be having conference in the fall. Nathan will get details from Alex

Color Advisory Group – J Ladson

ASTM

The ASTM E12, Color and Appearance, met in December in Jacksonville, FL.

Select Volume 6-01 with your membership and then purchase the additional standards as a "compilation."

The BYK-MAC is being standardized for sparkle, gonioapparency, etc.

Natural Color System, NCS, is still trying to get into ASTM but it lacks an inversion.

Next meeting June 16- 20 at NIST Gaithersburg, MD. CIE Division 1, ISCC & ASTM E12, Color and Appearance. Register early to gain access to NIST.

CIE

Division 1

Next Meeting - CIE 2014 "Lighting Quality and Energy Efficiency", April 23 - 26, 2014, Kuala Lumpur/Malaysia

They established a group for: Methods for Re-defining CIE D Illuminants

Division 2

Apr. 23-26 CIE Lighting Quality and Energy Efficiency Conference, Kuala Lumpur, Malaysia, which will include the 2014 Division 2 meetin

The contention between Luo and Ohno on the Quality Color Scale for LED's and competing scales continues.

AIC

The AIC quadrennial Meeting was held in the UK in July.

March 21 was established as the International Day of Colour.

The winner of the logo competition was announced at AIC 2012 in Taipei. The selected design was created by Hosanna Yau, Kowloon, Hong Kong.

Next meeting:

2014 AIC Interim Meeting

21-24 October 2014, in Oaxaca, Mexico

Theme: "Colors, Culture and Identity: Past, Present and Future"

Organizer: Amexinc (Mexican Association of Color Researchers)

DCC

The DCC has not held a meeting.

Respectfully submitted,

Jack Ladson

Jack Ladson

Chair Color Advisory Group

Old Business – All

Action items as noted in Appendix D

New Business – All

Next meeting will take place in April at ANTEC.

A motion to adjourn the meeting was made by Earl with Tom seconding. All approved and the meeting closed.

Minutes respectfully submitted,

Brenda Mullins
Secretary, CAD BOD

Appendix A

Color and Appearance / SPE				
Treasurer's Report				
December 31, 2013				
TOTAL BEGINNING BALANCE as of 06/30/13				\$ 145,503.63
Deposits:				
	Source	Type	Amount	
	Fifth Third Bank	Jul - Dec	\$ 0.96	
	Vanguard	Q3 interest	\$ 348.87	
	CAD News sponsorships		\$ 1,255.00	
	CAD Store	DVDs	\$ 525.00	
	SPE	Q3 rebate	\$ 1,003.75	
	SPE	Q4 rebate	\$ 1,003.75	
TOTAL DEPOSITS				\$ 4,137.33
Expenses:				
	Check#	Assignee	Purpose	Amount
	DC	Hotel Computing	Report printing	\$ 9.84
	DC	Oceanaire-Indianapolis	BOD Dinner	\$ 2,200.00
	619	Bruce Mulholland	BOD Dinner balance	\$ 585.48
	DC	Shula's Westin	Executive Com Meeting	\$ 236.20
	DC	Westin Indianapolis	BOD Summer Meeting	\$ 1,312.73
	DC	Westin Indianapolis	BOD Summer Meeting	\$ 2,100.00
	DC	Marriott Baltimore	Executive Com Meeting	\$ 59.69
	635	Marriott	BOD meeting breakfast	\$ 937.57
	635	Marriott	BOD meeting lunch	\$ 775.92
	635	Marriott	BOD meeting beverage	\$ 495.94
	635	Marriott	BOD Meeting A/V	\$ 141.57
	634	Society of Plastics Eng.	Legal fees for CADNEWS	\$ 1,232.00
	639	Peacock Graphics	Summer Newsletter	\$ 5,347.09
	DC	Hobby Lobby	frame for award	\$ 23.31
	DC	Ann's Hallmark	gift card envelopes	\$ 10.55
	DC	Kroger	Gift cards	\$ 659.40
	625	Roger Reinicker	Best Paper honorarium	\$ 500.00
	641	PS Awards	Awards	\$ 733.65
	618	Terra Community College	Scholarships	\$ 5,000.00
TOTAL EXPENSES:				\$ 22,360.94
TOTAL ENDING BALANCE:				\$ 127,280.02
PENDING EXPENSES:				
				\$ -
BOD BALANCE AFTER PENDING EXPENSES:				\$ 127,280.02
	Endowment Fund Balance		\$403,273.30	as of 09/30/13
Respectfully submitted by Bruce Mulholland			Total assets:	\$530,553.32

Appendix B

**SOCIETY OF PLASTICS ENGINEERS FINANCIAL REPORT
COLOR AND APPEARANCE DIVISION**

RETEC Financial History

		2008	2009	2010	2011	2012	2013
		Dearborn	Savannah	Nashville	Lombard	Louisville	Baltimore
INCOME							
Advanced Registration - Member	(1)	45,175.00	30,975.00	39,000.00	50,320.00	49,300.00	59,840.00
On-site Registration - Member	(2)	8,330.00	8,925.00	9,775.00	11,000.00	30,360.00	12,320.00
Advanced Reg. - Non-member w/ SPE	(3)	17,600.00	11,100.00	19,536.00	30,080.00	23,030.00	38,220.00
Advanced Reg. - Non-member w/o SPE	(4)	930.00	940.00	0.00	2,040.00	520.00	2,750.00
On-site Reg. - Non-member w/ SPE	(5)	9,180.00	11,424.00	14,688.00	8,550.00	24,510.00	8,850.00
On-site Reg. - Non-member w/o SPE	(6)	565.00	1,710.00	1,140.00	610.00	5,580.00	0.00
Speaker / Moderator	(7)	3,040.00	2,560.00	2,400.00	2,890.00	2,890.00	2,890.00
RETEC Committee Member	(7a)	1,920.00	1,600.00	1,280.00	1,700.00	1,360.00	2,380.00
Terra Faculty/Students	(7b)	0.00	0.00	0.00	0.00	0.00	0.00
Other/Complimentary	(7d)	260.00	0.00	0.00	0.00	0.00	0.00
Exhibit Only	(7e)	100.00	3,185.00	4,871.00	1,585.00	3,965.00	6,545.00
Student	(8)	0.00	50.00	200.00	0.00	100.00	50.00
Emeritus	(9)	300.00	100.00	100.00	250.00	400.00	300.00
Tabletop	(10)	59,400.00	54,000.00	52,650.00	52,475.00	51,300.00	56,275.00
Extra CD	(11)	125.00	460.00	0.00	115.00	345.00	345.00
SPE Membership Renewal	(12)	2,090.00	1,666.00	2,616.00	3,270.00	3,270.00	4,469.00
5K Fun Walk	(13)	400.00	260.00	600.00	565.00	700.00	740.00
Outing 1	(14)	1,625.00	3,649.00	2,673.00	4,600.00	4,614.83	3,700.00
Outing 2	(15)	0.00	240.00	0.00	0.00	0.00	0.00
Sponsorships (general)	(16)	24,750.00	25,250.00	34,000.00	40,500.00	50,000.00	39,000.00
Sponsorships (other) / Charvat seminar	(16.1)	0.00	2,000.00	300.00	5,225.00	7,840.00	8,330.00
Miscellaneous	(17)	7,049.90	4,209.00	30.00	2,591.00	1,490.00	160.00
Total Income (add lines 1-18)	(18)	\$182,839.90	\$164,303.00	\$185,859.00	\$218,366.00	\$261,574.83	\$247,164.00
EXPENSES							
Printing	(19)	8,844.86	7,677.04	5,902.25	8,428.04	5,571.13	7,031.88
Mailing/Postage	(20)	3,957.67	374.00	640.00	0.00	1,858.52	2,602.56
Signage	(21)	1,775.97	1,078.39	1,408.16	1,352.24	2,378.35	1,163.11
Office Supplies/Name Tags/Copies	(22)	362.67	34.97	277.43	196.39	73.60	168.06
Speaker/Moderator/Committee Gifts	(23)	953.74	1,039.19	555.10	1,044.75	1,272.00	826.80
Sponsor Gifts	(24)	1,181.45	1,353.73	1,471.69	1,460.80	1,274.95	1,921.50
Registration Give-aways	(25)	10,457.56	5,610.51	7,663.17	10,432.72	24,897.49	6,990.36
Student travel/other travel	(26)	590.16	1,238.47	622.00	350.00	317.92	504.71
Table Top Expenses	(27)	14,587.50	4,730.00	7,895.00	4,881.60	7,266.26	6,694.78
Membership Fees to SPE	(28)	8,740.00	7,616.00	10,355.00	11,881.00	13,625.00	14,606.00
Speaker fees	(29)	565.12	0.00	764.21	0.00	0.00	0.00
Refunds	(30)	3,460.00	2,512.00	0.00	2,476.00	1,050.00	0.00
Merchant Fees	(31)	5,436.59	5,172.68	5,839.82	6,988.14	8,804.81	9,098.82
Advertising	(32)	1,200.00	0.00	0.00	2,040.00	0.00	134.00
Audio Visual/ Power / other building	(33)	6,020.80	3,871.16	5,527.92	7,908.14	8,616.31	9,898.16
Networking Reception	(34)	6,115.31	6,569.25	3,625.51	9,683.58	9,391.81	8,168.72
Opening Reception	(35)	13,565.74	10,267.93	9,816.79	8,503.49	19,794.77	11,364.59
Breaks -- Day 1	(36)	6,572.54	15,417.28	11,938.10	14,663.26	13,393.69	18,174.95
Lunch -- Day 1	(37)	10,838.97	0.00	7,985.60	0.00	9,020.07	12,802.68
Breaks -- Day 2	(38)	8,495.31	7,782.08	13,233.87	6,334.38	11,010.96	6,052.83
Lunch -- Day 2	(39)	9,451.71	8,415.55	0.00	9,324.95	9,699.00	13,979.49
Miscellaneous Hotel	(40)	7,200.00	50.00	2,482.40	14.13	4,898.80	(233.91)
Fun Walk - to Habitat	(41)	800.00	520.00	1,200.00	1,130.00	1,603.68	1,480.00
Activity 1	(42)	1,625.00	5,431.70	2,973.00	4,600.00	4,551.34	3,684.37
Activity 2 / Charvat Seminar	(43)	1,600.00	200.00	0.00	5,225.00	7,840.00	8,330.00
Acteva Registration fees	(44)	864.00	807.00	966.00	1,062.00	1,248.00	1,305.00
Total Expenses (add lines 20 - 46)	(45)	\$135,262.67	\$97,768.93	\$103,143.02	\$119,980.61	\$169,458.46	\$146,749.46
Ending Balance (Line 19 minus Line 47)		\$47,577.23	\$66,534.07	\$82,715.98	\$98,385.39	\$92,116.37	\$100,414.54

Appendix C

SOCIETY OF PLASTICS ENGINEERS FINANCIAL REPORT			
COLOR AND APPEARANCE DIVISION			
CAD RETEC 2013 -- Baltimore, MD		Report Date: 01/07/2014	
INCOME		Total	Number
Advanced Registration - Member	(1)	59,840.00	176
On-site Registration - Member	(2)	12,320.00	28
Advanced Reg. - Non-member w/ SPE	(3)	38,220.00	78
Advanced Reg. - Non-member w/o SPE	(4)	2,750.00	5
On-site Reg. - Non-member w/ SPE	(5)	8,850.00	15
On-site Reg. - Non-member w/o SPE	(6)	0.00	0
Speaker / Moderator	(7)	2,890.00	17
RETEC Committee Member	(7a)	2,380.00	14
Terra Faculty/Students	(7b)	0.00	1
SPE Guests	(7c)	0.00	9
Exhibit Only/One-day/Other on-site	(7e)	6,545.00	28
Student	(8)	50.00	1
Emeritus	(9)	300.00	3
Tabletop	(10)	56,275.00	118
Extra CD	(11)	345.00	3
SPE Membership Renewal	(12)	4,469.00	41
5K Fun Walk	(13)	740.00	37
Golf Outing	(14)	3,700.00	37
Outing #2	(15)	0.00	0
Sponsorships (general)	(16)	39,000.00	20
Miscellaneous (CAD Store)	(17)	160.00	12
Charvat Seminar	(17.2)	8,330.00	17
Total Income (add lines 1-17)	(18)	\$247,164.00	
EXPENSES			
Printing	(19)	7,031.88	
Mailing/Postage	(20)	2,602.56	
Signage	(21)	1,163.11	
Office Supplies/Name Tags/Copies	(22)	168.06	
Speaker/Moderator/Committee Gifts	(23)	826.80	
Sponsor Gifts	(24)	1,921.50	
Registration Give-aways	(25)	6,990.36	
Student travel	(26)	504.71	
Table Top Expenses	(27)	6,694.78	
Membership Fees to SPE	(28)	14,606.00	
Speaker fees	(29)	0.00	
Refunds	(30)	0.00	
Merchant Fees	(31)	10,403.82	(4.87%)
Advertising	(32)	134.00	
Audio Visual	(33)	9,898.16	
Monday Reception	(34)	8,168.72	
Opening Reception	(35)	11,364.59	
Breaks -- Day 1	(36)	18,174.95	
Lunch -- Day 1	(37)	12,802.68	
Breaks -- Day 2	(38)	6,052.83	
Lunch -- Day 2	(39)	13,979.49	
Miscellaneous Hotel	(40)	(233.91)	
Activity 1 (Fun Walk - to Habitat)	(41)	1,480.00	
Activity 2 (Golf Outing)	(42)	3,684.37	
Activity 3 (Charvat Seminar)	(43)	8,330.00	
Total Expenses (add lines 19 - 43)	(44)	\$146,749.46	
Ending Balance (Line 18 minus Line 44)		\$100,414.54	
Attendance (sum 1 - 10) - 30			493

Appendix D

Action Item List Reviewed in Winter 2014 Board Meeting

From Jan 2014 Meeting	Assigned to	Due	Status
Obtain update on new website from Jeremy Hodge	Tracy Phillips	ANTEC 2014	Open
Establish committee membership for ANTEC 2016	Austin Reid	ANTEC 2014	Open
Select Chair for Technical Content Review Committee	Ann Smeltzer	ANTEC 2104	Open
From Fall 2013 Meeting	Assigned to	Due	Status
Talk to Jaimie Gomez about new website structure	Tracy Phillips	ANTEC 2014	Open
Find alternative website builders	Tracy Phillips	ANTEC 2014	Open
Review next course "Specifications and Test Methods For Colorants" and provide feedback to Steve Goldstein	All Board Members	ANTEC 2014	Open
From Summer 2013 Meeting	Assigned to	Due	Status
Develop detailed proposal for online archiving	Archive Subcommittee	ANTEC 2014	Open
Write letter to SPE opposing elimination of member number	Jack Ladson	RETEC 2013	Closed
From Spring 2013 Meeting	Assigned to	Due	Status
Apply for Trademark of CADNEWS	Bruce Mulholland	Winter 2014	Closed
From Fall 2012 BOD Meeting	Assigned to	Due	Status
CAD Course in Portuguese	Brian West	Fall 2014	Open
From Winter 2012 BOD Meeting	Assigned to	Due	Status
Present Voice of Consumer questions and list of interviewees and propose method of implementation	Betty Puckerin	Winter 2014	Closed