



**SOCIETY OF PLASTICS ENGINEERS**

**COLOR & APPEARANCE DIVISION**

**Board of Directors Spring Board Meeting**

**Minutes**

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|  Date: | May 8, 2018 Board of Director’s Meeting |
| Location: | The Orange County Convention Center |

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| **Attendance** |
|  |  |  |
| **Present:** |  | **Absent:** |
| Aumann, Scott | McHenry, Todd | Bodi, Alan |
| Balthazar, Earl | Mulholland, Bruce | Ehr, Sharon |
| Becker, Doreen | Outlaw, Brenda | Esker, Steve |
| Billiter, Matt | Prosapio, Alex | Figaniak, Jim |
| Briggs, Breeze | Puckerin, Betty | Ford, Ed |
| Davis, Sandra | Smeltzer, Ann |  |
| Depew, Chuck | Treat, Cheryl |  |
| Drusda, Jeff | Tyler, Mark |  |
| Freshwater, Mark | Ryan, Mark | **Guest:** |
| Heitzman, Scott | Waddie, Todd | Farrey, Patrick – CEO SPE |
| Hunter, Daniel | West, Brian | Grady, Brian – President SPE |
| Karszes, Nathan | Willis, Mike | Kathy Schacht – Director SPE |
| Ladson, Jack |  | Serder, Elizabeth |
| Landazuri, Mercedes |  | Williamson, Kimberly |
|  |  | Martelli, Dan |

Upcoming Board Meeting:

Summer Meeting – Nashville, TN

August 6th – 7th

**The Orange County Convention Center**

9800 International Drive

Orlando Florida

**Tuesday May 8th, 2018**

North Building – Room 320

Breakfast 7:30 – 8:30 AM

Meeting started at 8:30 AM

BOARD OF DIRECTORS MEETING

* Welcome, Introductions, Opening Remarks, Announcements – Cheryl
* SPE Anti-Trust Statement – Cheryl read Anti-Trust statement and guidelines.

**Meeting Courtesy – Please give speakers the same courtesy you would expect.**

* **No sidebar conversations when others are speaking to the group.**
* **Cell phones on vibrate or silent.**
* **Laptops / Notebooks allowed for note taking**

**No E-Messages via any electronic devices unless relevant to the topic being discussed.**

**The meeting referenced above and below 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.**

Cheryl welcomed Brian Grady, new SPE President. Brian referenced three points, ANTEC first three days remain the same second three-day megatrend format. Second point -RETEC financial agreement will be modified to more of an al la carte model instead of flat fee. Third point was budget related and Brian indicated ANTEC would most likely have a small financial loss. Cheryl welcomed new members being Dan Martelli, Scott Heitzman mentor, Elizabeth Serdar, Betty Puckerin mentor, Todd Waddle, Mark Tyler mentor, Kimberly Williamson, Brian West mentor. Cheryl also referenced Austin Reid retiring and as a result giving up his seat on the board. In the executive committee meeting it was determined that George Iannuzzi, who was the next highest vote getter in the recent election would fill Austin’s vacancy. Bruce M. then read a very nice letter written to the board by Austin.

* Secretary’s report – Mark F. Made a correction/addition to the minutes under New Business

 regarding Plastivan funding. Motion Earl B. to approve amended minutes second by Sandra D.

 motion passed.

* Treasurer’s Report- Bruce M. treasure report was read and motion to approve by Betty P. seconded Scott H. motion passed. Bruce reviewed the CAD/SPE Annual Budget for Period beginning July 1, 2018 to June 30, 2019. Motion to accept by Sandra D. and seconded Betty P. motion passed. Bruce M. shared email feedback regarding Plastivan. One email was from a student and one was from a teacher. The emails expressed sincere appreciation for our role in helping make Plastivan possible.
* Councilor’s Report – new website platform and branding strategy was launched a few days ago with updated logo and info. The VP of the division Jason Lyon had started some fireside chats and two have been held so far and best practice documents have been posted on leadership lane. President elect of SPE is Brian Landes from Dow Chemical? Financial update was provided by Bruce for 2017 which was corrected, also discussed 2018 budget for all of SPE. Reported news on ANTEC and attendance expected to exceed previous record which was ANTEC Las Vegas. Registration revenue increased even with complimentary admission for CAD board members. VP of Young Professionals resigned and vacancy will be filled. Pinnacle Award process is being updated to have five categories and the new program is to be effective June 1st 2018. Finance Chair, who will be Mark F. is responsible for nomination and completing criteria applications. Appropriate people or party can apply for any of the awards at any time during the year. Bruce reviewed SPE committees asking for volunteers to be on the standing committees volunteering for a two-year term and meet quarterly, via conference call. Two new student chapters, being Univ. of Michigan and Univ. of Montreal. Eight best practices added to leadership lane and Bruce encouraged interested people to take a look and potentially provide feedback. Membership list and info will be available very soon on demand and can be downloaded from the website. The industry salary survey was completed. Bruce mentioned Pat F. is willing to email your boss or superior expressing his appreciation and highlighting the importance of your service as a CAD Board member etc.

Committee Reports:

* Technical Program
	+ ANTEC Technical Program Committee – Austin – Cheryl announced the Jeff D. agreed to fill Austin’s vacancy.
		- ANTEC 2018 (Orlando) May 7th – 10th – Doreen/Ann Cheryl T. complimented Doreen B. and Ann S. for putting together an excellent program!
		- ANTEC 2019 (Detroit) 75th Anniversary – Breeze / Cheryl no update
		- ANTEC 2020 (San Antonia TX) – Jeff D / Mark T no update
		- ANTEC 2021 (TBD) – NPE has not yet decided where it will be held. Doreen B. and Ann S. agreed to chair tech program.

Cheryl read the speech from Dr. Raed Alzubi regarding Presidents Cup award the was awarded to Bruce Mulholland.

* RETEC Technical Program Committee – Jim F. Betty P. reporting for Jim F.
	+ RETEC 2018 (Charleston) – Brenda/Breeze 17 papers committed for tech program and one pending. Panel discussions was brought up and Sandy D. made the point that you do not need to do a panel discussion just for the sake of doing a panel discussion but if it is appropriate and a relevant topic or subject by all means proceed in the planning. Target number of papers was discussed and 25 seemed to be the agreed upon target. Panel discussion should follow papers related to panel discussion topic. Registration and speaker gifts have been selected.
	+ RETEC 2019 (Cleveland) – Steve / Mark F.
	+ RETEC 2020 (Orlando) – Jeff D. and Cheryl T. no update
	+ RETEC 2021 (Atlanta) – Betty P. reported hotel price went down to $190.00 Vote to be taken on Atlanta as a host city at next meeting once details are organized.

* Sponsorship – Scott A / Cheryl T. Cheryl reported that we currently have 4 platinum, 7 gold, and 2 silvers for Charleston.
* Communications – Jeff D. 2018 SPE CAD Communications Committee

Spring Meeting Updates

Website

1. Elections for councilor and BOD complete
	1. Results posted on elections page
	2. Link added to homepage
2. Twitter scroll is active
3. 2018 ANTEC page complete with tech program
4. 2018 RETEC page – published, active
	1. Registration, hotel, sponsorship, and tabletop links active
	2. Need tech program when available
	3. Need events updates as info becomes available
5. Picture gallery – need remaining RETEC picture galleries added
6. Scholarship application
	1. Current version (word doc) is available
	2. Online application (through SPE) is WIP; needs testing; target mid-May 2018

2018 CAD RETEC Events App – work-in-progress.  Request sent to Scott Marko

 

* Betty will assume Jeff’s communications chair responsibility since Jeff is fillings Austin’s vacancy

 as ANTEC TPC. Earl B. suggested logging into the new website and activating your old password, it

 can be reset to the previous password but does need to be activated on the new site.

* Education/Technical Resource – Betty P. reported on the modified presentation she gave at

 ANTEC 2018. Betty also reported she is in the process of breaking down the current presentation

 into 4 groups. Betty also suggested adding a resource tab to the website link to the get things like

 definitions. She would also like to do a WebEx Tuesday June 12, 2018 at 9:30 am. Betty asked if

 anyone is interested in assuming Education Chair responsibilities to please let her know as she is

 taking on the additional responsibilities of Communications Chair. Mike Willis stepped up to

 assume the Education Chair responsibilities going forward.

* Audit Chair was discussed since it was vacated by Austin’s retirement and Jeff D. agreed to assume the responsibility which is primarily the audit of CAD budget.
* Endowment – Ann- get report – get report from Ann she recognized Greg Aumann as a scholarship recipient as he was present in our meeting. Ann reported that we are starting the on-line applications for the scholarship process. Expected to get most by email with results planned to be announced by mid-July.
* Awards – Mark F. – Mark reported that the best paper award has been selected for RETEC 2017 of the 13 papers presented. We are trying to keep this quiet as we would like to add the element of surprise to the awards presentation. Mark also thanked all the graders for the papers at ANTEC 2018, eight people agreed to grade papers which is a good pool of graders. We did get Pinnacle gold Award thanks to Doreen B. Mark will work on Pinnacle award for to be presented at RETEC. Mark will work with Bruce M. on this matter.
* Membership – Jack L.

The April 2018 SPE reports that there are 585 active members in our Color and Appearance Division.

There are 658 total members consisting of:

Young Professionals, Emeritus Memberships, and Student Memberships.

The corresponding data from January are 656 Professional & 725 Total Members

This is a reduction of 71 professional members representing approximately 10%. That’s significant. There is no information coming forth from SPE concerning this or any membership.

* Public Interest – Betty P. reported regarding the ongoing debate about publishing the RETEC attendee list prior to RETEC no agreement as to whether to do it and if so what info to publish. Discussed the idea of adding a question on the registration as to whether or not their name is published as an attendee. It was suggested that we make the past attendee list available on the registration website and it was agreed that this could be done.
* International – Brian W. reported we did have our first conference in the middle east; however, he was not able to attend. ACE conference update was given. Translation of documents is in the process and Spanish is by far the most commonly requested translation so we are working on updating test methods on the website in Spanish.
* Color Advisory Group – Jack L. Jack asked if anyone is attending the Munsell meeting and no BOD members had plans to attend.
* Old Business – All
	+ Committee Chairs to turn in rules and best practices
		- Sponsorship – Cheryl T
		- RETEC Program – Jim F
		- Awards – Mark F
		- C&A Advisory – Jack L
		- Education – Betty P
		- Technical Content Review – Todd M.
		- Audit – Austin R
		- Endowment – Ann S
		- International – Brian W
* Action Items List from Spring Board Meeting and Current Action Items from Summer Meeting 2017

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| --- | --- | --- | --- |
| **From Winter Meeting** | **Assigned to** | **Due** | **Status** |
| Write ups for committee chair best practices, no standard format. Driven by Bruce Mullholland | All committee chairs | 6/1/18 | Open |
| Create new By Laws document | Bruce Mullholland | Summer meeting | Open |
| Make a sign to not photograph (unauthorized) during sessions | Betty Puckerin | RETEC 2018 | Open |
| Set up forum about how to recruit and enhance membership | Jack Ladson  | Summer Meeting 2018 | Open |
| Provide names of schools that are interested in setting up plastics programs to Betty Puckerin | Betty Puckerin | ANTEC 2018 | Done |
|  |  |  |  |
| **New Action Items From Spring 2017 Meeting** | **Assigned to** | **Due** | **Status** |
| send an email to education committee to check for archived papers in Technical Resources  | Betty Puckerin | Winter 2018 | Done |
| Visit New RETEC Site in Charleston | Brenda Mullins | Summer 2017 | Done |
| Work on scholarship page over the summer to put in attachments, etc. | Jeff D. | RETEC 2018 | Done |
| Format the look and feel of current color theory presentation for board members | Betty Puckerin | ANTEC 2018 | Done |
| Mission Statement Proposal to start logo design. Develop a new CAD RETEC Brand Logo, with Prize for designer. |  Jim Figaniak / Mercedes Landazuri | Summer 2018 | Open |
| **New Action Items from Spring 2018 Meeting** | **Assigned to** | **Due** | **Status** |
| Atlanta RETEC 2021 Vote | Betty Puckerin | Summer 2018 meeting | Open |
| Update RETEC Sign and Release form | Bruce Mulholland | Summer 2018 meeting | Open |
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* New Business – All

5 student luncheon tickets available for Wednesday by virtue of previous donations.

Brian W. asked for suggestions for summer meeting and suggested locations were Nashville and Norfolk. This will be August 6-10th and Brian W. will report back.

Motion to adjourn by Earl B. and seconded by Mathew B. all approved.

Minutes Respectfully Submitted by:

Mark Freshwater CAD BOD Secretary