



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

Date:	August 6 and 7, 2018 Board of Director's Meeting
Location:	Gaylord Opryland Resort & Convention Center

Attendance

Present:		Absent:
Balthazar, Earl	Martelli, Dan	Ford, Ed
Becker, Doreen	McHenry, Todd	Aumann, Scott
Billiter, Matt	Mulholland, Bruce	Ryan, Mark
Briggs, Breeze	Prosapio, Alex	Hunter, Daniel
Depew, Chuck	Puckerin, Betty	Outlaw, Brenda
Drusda, Jeff	Serder, Elizabeth	
Ehr, Sharon	Smeltzer, Ann	
Esker, Steve	Treat, Cheryl	
Figaniak, Jim	Tyler, Mark	Guest:
Freshwater, Mark	Waddle, Todd	Austin Reid
Heitzman, Scott	West, Brian	
Karszes, Nathan	Williamson, Kimberly	
Ladson, Jack	Willis, Mike	
Landazuri, Mercedes		

<p>Upcoming Board Meeting:</p> <p>Fall Meeting – Charleston SC</p> <p>September 26th</p>
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Gaylord Opryland Resort & Convention Center
2800 Opryland Drive
Nashville, TN 37214

Tuesday August 7th, 2018

Bayou B Room in the Delta Island

Breakfast 7:30 – 8:30 AM

Meeting started at 8:30 AM

BOARD OF DIRECTORS MEETING

- Welcome, Introductions, Opening Remarks, Announcements – Brian West
- SPE Anti-Trust Statement – Brian 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.**

Brian called the meeting to order 8:31am CST

Secretary's report – Mark Tyler distributed the minutes. Was brought up that the Spring minutes had newly elected BOD members as members and not guests so the minutes needed to be amended to reflect this change. Changes made. Cheryl T motioned to approve, Jack L seconded. Motion Passed (Amended Spring minutes and put on CAD Website)

Treasurer's Report- Bruce M. treasure report was read and motion to approve by Betty P. seconded Mercedes. Motion passed. See Treasurer's (Report attached)

Councilor's Report – 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. ADHOC committee of CAD BOD members to go through all criteria and determine what needs to be achieved by CAD division to reach the different category (see new action items and Awards section for ADHOC Committee)

Committee Reports:

- **Technical Programs**

- ANTEC Technical Program Committee – Jeff Drusda (Chair)
 - ANTEC 2019 (Detroit) 75th Anniversary March 18th – 21st – Breeze / Cheryl / Betty
 - Looking for Keynote topics on coloring automotive plastics
 - Removal of heavy metals, Automotive Plastic colors, History of pigments are some examples
 - Contact Breeze, Cheryl, Betty for interest in doing Keynote or know someone
 - Papers due October 17th due to early ANTEC
 - ANTEC 2020 (San Antonio 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.
- RETEC Technical Program Committee – Jim F.
 - RETEC 2018 (Charleston) – Brenda/Breeze
 - Panel Discussion of Weathering of Plastics established
 - 4 panel members – moderator and organizer Jack Ladson
 - Will occur Monday morning session
 - Hotel and overflow hotels established
 - Bus service from hotel set up to take attendees to downtown
 - Signage for hotel and routes need to be established and advertised
 - Registration and speaker gifts have been selected.
 - Extend hotel blocks to coincide with early registration dates (done)
 - RETEC 2019 (Cleveland) – Steve / Mark Freshwater
 - Logo work still being completed
 - Monday evening Opening Reception
 - Full days Tuesday and Wednesday
 - RETEC 2020 (Orlando) – Jeff Drusda and Cheryl Treat
 - Contract being worked on

- RETEC 2021 (Atlanta) – Betty P. Elizabeth Serder
 - Look into conflict on dates – not approved by SPE
- RETEC 2022 – Nashville?
- For Winter meeting Jim to investigate Dallas and Baltimore / Washington area
 - Winter meeting possibly first full week of January – Brian to determine date and venue and report to group when available

Sponsorship Committee: Scott A / Cheryl T. Cheryl reported that we currently have 6 platinum, 8 gold, and 7 silvers for Charleston. 3 new sponsors to CAD RETECH this year

- New sponsorship opportunities –
 - Bus to downtown provide by hotel, charging stations, Monday lunch

Communications Committee– Jeff D to start transitioning to Betty P. 2018 SPE CAD Communications Committee Summer Meeting Updates

1. Website
 - a. Update 2018 CAD RETEC page – as information comes in
 - b. Update Scholarship page and application (word doc)
 - c. Update BOD terms
 - d. Add photo galleries of past RETECs
 - e. Promote 2019 ANTEC (cite earlier dates)
 - i. Call for Papers
 - f. Begin 2019-2022 BOD Elections page build
 - g. Memorial pages
2. 2018 CAD RETEC Signage
3. Newsletter
 - a. Summer issue
 - b. Fall issue – post RETEC
4. Social media
 - a. Update as needed
 - b. 2018 CAD RETEC Event App
 - i. Transfer responsibility to Mercedes
 - ii. Contact Scott Marko/Pedro Matos with updates
5. Eblasts
 - a. CAD RETEC reminder
 - b. Transfer EBlasts from Mark Tyler to Dan Martelli after RETEC 2018

2018 CAD RETEC Events App – work-in-progress.

See Communications Report attached for full details

Education/Technical Resource Committee – Betty P. to transition Mike Willis to Chair

- Motion made to accept Mike Willis for Chair by Betty Puckerin
 - Seconded by Bruce Mulholland
 - Approved
- Committee going to break in to two groups
 - Identify terms to include in the definitions site
 - Review the slides and identify the following.
 - What slides should stay
 - What slides need to be updated

- What slides should be removed
 - What needs to be added
- See Attached Education report for full details

Audit Chair: Jeff Drusda will assume the responsibility of Audit Chair vacated by Austin Reid's retirement which is primarily the audit of CAD budget.

Endowment: Ann Smeltzer (see Endowment Committee report attached for full details)

- Awarded \$44,000 in scholarships to 19 recipients
 - First time using online submission process –
 - one applicant did their app fully online
 - 5 others partially used online process
 - Remainders did old way
 - Expect higher numbers submitting using online process next year

Awards: Mark Freshwater

- HSM for Scott Heitzman was a close vote but application not approved
 - Will resubmit application with suggested modifications
- Pinnacle Award criteria changes went into effect this year. There are 5 categories now for Pinnacle
 - An ADHOC committee of Mark Freshwater, Bruce Mulholland and Betty Puckerin will go through the new criteria for each category and come up with guidelines to use for obtaining Pinnacle Awards in the various categories

Membership: Jack Ladson.

The August 2018 report indicates there are 654 Total Members in our Color and Appearance Division.

The membership consisting of:

31 Young Professionals

27 Emeritus Memberships

9 Student Memberships, and

585 Professional Members

There was a 10% drop from January to April

Public Interest – Betty Pukerin

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International Committee: Brian West

- 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 Ladson

- Jack brought up work being done by ASTM on a method to express changes in color within a group of specimens as there is no method today
- Jack to report out at Winter meeting 2019 on progress and how to deal with this.

Old Business – All

- Action Items List from Summer Meeting 2018

Old Business From past Meetings	Assigned to	Due	Status
Create new CAD By Laws document	Bruce Mullholland	Winter meeting	Open
Make a sign to not photograph (unauthorized) during sessions. Add to Moderator loop as well	Betty Puckerin	RETEC 2018	Open
Set up forum about how to recruit and enhance membership	Jack Ladson, Mercedes Landazuri, Dan Martelli	Summer Meeting 2018	Open
Send an email to education committee to check for archived papers in Technical Resources / Follow up with headquarters about storing and controlling Archived. How are they controlling ANTEC	Betty Puckerin	Winter 2019	Open
Mission Statement Proposal to start logo design. Develop a new CAD RETEC Brand Logo, with Prize for designer.	Jim Figaniak / Mercedes Landazuri	Winter 2019	Open

- New Business – All
 - Discuss the need to have a Leadership Review Committee to continuously monitor SPE By-Laws and how they will affect CAD By-Laws
 - Discuss students attending RETEC / ANTEC events and what support can CAD supply (see new action items)
 - Travel
 - Registration
 - Hotel
 - Discuss and develop guidelines for new BOD member mentorship
 - Austin Reid was graciously volunteered for this task

New Action Items From Summer 2018 Meeting	Assigned to	Due	Status
Revet Scott Heitzman HSM	Mark Freshwater	Winter 2019	Open
Atlanta RETEC 2021 Vote	Betty Puckerin	RETEC 2018 meeting	Open
Update RETEC Sign and Release form	Bruce Mulholland	RETEC 2018 meeting	Open
Make proposal to BOD about supporting student travel, what to do, how to do it, how much support	Ann Smeltzer, Mercedes Landazuri	Winter 2019	Open
ADHOC Committee to establish Pinnacle Award criteria for different categories pertaining to CAD	Bruce Mulholland, Mark Freshwater, Betty Puckerin	Winter 2019	Open
Insurance Liability for CAD Division	Bruce Mulholland	Winter 2019	Open
Produce Guideline for new BOD Member mentorship	Austin Reid,	Winter 2019	Open
Report out progress on ASTM Method for math changes in color with in a group of specimens	Jack Ladson	Winter 2019	Open
Determine Winter 2019 meeting site and dates	Brian West	October / November	Open
Transfer Eblast responsibilities from Mark Tyler to Dan Martelli	Mark Tyler	RETEC 2018 Meeting	Open

Motion to adjourn by Betty Puckerin and seconded by Scott Heitzman at 11:08am cst. all approved.

Minutes Respectfully Submitted by:
Mark Tyler CAD BOD Secretary

Education Committee Report – Betty Puckerin

The education committee agreed to update the presentations by dividing them into smaller topics that can be linked using hyperlinks. Slides that are not relevant to a specific audience can be hidden. One topic will be definitions, which will be added to our website. By adding color definitions to the website, it may attract a larger audience searching for information about color.

The Education site can be accessed by going to the Directors Only (login required) link at the bottom of the www.specad.org site.

The education committee was divided into two groups with the following assignments:

1. Identify terms to include in the definitions site. They can provide definitions with the terms as well.
2. Review the slides and identify the following.
 - a. What slides should stay
 - b. What slides need to be updated
 - c. What slides should be removed
 - d. What needs to be added

Updated slides are not required prior to the Winter meeting, although it might help. The focus is to fine tune the content. The Winter meeting will be a working session to divide the topics, assign tasks and develop timelines.

Mike Willis has taken over as the Education Chair and will take over the modification of the presentations.

Communication Committee Report – Jeff Drusda

6. Committee Chair – in transition from Jeff to Betty
7. Website
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10. Social media
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 - ii. Contact Scott Marko/Pedro Matos with updates
11. Eblasts
 - a. CAD RETEC reminder

Report for the Endowment Committee – Ann Smeltzer

We were pleased to be able to award \$44,000 in scholarship monies for the 2018-2019 School Year. We had nineteen awardees with ten being repeat recipients. We have eleven men and eight women representing 18 college/universities from six states. Six were freshman, six were juniors, six were seniors and one graduate student. All were from technical/business disciplines. Our reviewers consisted of Sandy Davis, Breeze Briggs, Todd McHenry and myself. We also were able to utilize the online submission for our applicants – only one of our applicants did their full submission this way with five using it for part of the process. It was up very late in the process so hope to get a much higher percentage submitted for the 2019/2020 process.

Membership Committee Report

4AUG2018

To SPE BOD

From: Membership Chair

These data are from January 2018 - 656 Professional & 725 Total Members.

The April 2018 SPE reports that there are 585 active members.

The August 2018 report indicates there are 585 Professional Members and 654 Total Members in our Color and Appearance Division.

The membership consisting of:

- 31 Young Professionals
- 27 Emeritus Memberships
- 9 Student Memberships, and
- 585 Professional Members

The observed reduction of 71 professional members in April remains unchanged and remember that represents approximately 10%. That's significant! There is no information forthcoming from the SPE concerning this or any membership information.

Respectfully submitted,

Jack Ladson

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