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

Date: September 28, 2011 Board of Director’s Meeting
Location: Westin Lombard Yorktown Center, Lombard, IL

Attendance

Present:
Aumann, Scott
Balthazar, Earl
Becker, Doreen
Bodi, Alan
Button, Hal
Bykowski, Paul
Charvat, Bob
Davis, Sandra
Drusda, Jeff
Ehr, Sharon
Esker, Steve
Figaniak, Jim
Heitzman, Scott
Ladson, Jack
Lavieri, Frank
Kennedy, Howard

Absent:
Goldstein, Steve
Reinicker, Roger
Smith, Bill

Upcoming Board Meetings:
Spring Meeting ANTEC 2012 – Orlando, FL TBD
September 28, 2011

TUESDAY AGENDA SUMMARY
Note: See attachment 1 for current action items.

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
<th>What</th>
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</thead>
<tbody>
<tr>
<td>07:00 – 08:00</td>
<td>Magnolia Room</td>
<td>Breakfast</td>
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<tr>
<td>08:00 – 11:30</td>
<td>Magnolia Room</td>
<td>BOD Meeting</td>
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<tr>
<td>10:00 – 10:15</td>
<td>Magnolia Room</td>
<td>Coffee Break</td>
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<tr>
<td>11:30 – 12:30</td>
<td>Magnolia Room</td>
<td>Working Lunch</td>
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</tbody>
</table>

BOARD OF DIRECTORS MEETING
- Welcome, Introductions, Opening Remarks, Announcements – S. Heitzman
- SPE Anti-Trust Statement – S. Heitzman
- Secretary’s report – A. Smeltzer, B. Puckerin
- Treasurer’s Report – B. Mulholland
- 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 2011 (Chicago) – H. Kennedy
    - 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 - J. Ladson
  - Public Interest

- International - B. West

- Color Advisory Group – B. West

✓ Old Business – All
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 Waterfront in Baltimore, MD.

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.

Minutes approved

Treasurer’s Report (B. Mulholland)
Bruce Mulholland reviewed August 31 Treasury report. Attachment 1. All approved Treasurer’s report.

Councilor’s Report (S. Davis)
Sandy Davis submitted written copy of the Councilor’s Report.

The planning for Eurotec continues on the part of iSPE. While there is no official communication, it appears that there are difficulties associated with completing the program development. The program appears to be flux which is unusual within about 8 weeks of a major conference.

The search is currently underway for a new Executive Director of SPE to replace Susan Oderwald, whose resignation is effective the end of the year. The plan is to seek someone within the plastics industry.

In preparation for the Fall Council meeting, there are a number of conference call scheduled over the next 6 weeks covering topics such as the 2011-2012 Strategy and Plan, the 2012 Budget and results of the Services survey which was recently conducted.

The topics and agenda for the Fall Council meeting are being developed. A full report of the Council meeting will be covered during the January BOD meeting. (See Attachment 2)

Committee Reports:

Technical Program

ANTEC Technical Program Committee – (A. Reid)

ANTEC 2012 – (S. Aumann/S. Reid/Mark Tyler – Orlando, Florida with NPE)
Paper deadline is October 19, 2011. Two full sessions are planned. Scott has two backup speakers for possible keynotes. The matrix meeting will be in the first quarter of 2012.

**SPE International has asked for donations for student support – usually make $2000 for student travel Motion approved
ANTEC 2013 – (S. Heitzman – Cincinnati)
No activity to report at this time.

ANTEC 2014 – (TBD – Las Vegas)
Doreen Becker volunteered as chairman, Sharyl Reid will co-chair

RETEC Technical Program Committee – (S. Davis)

RETEC 2011 (Lombard, IL) – (H.Kennedy)
Final numbers not but the attendance was estimated as approximately 425, 30 people did the fun run, 46 showed up to play golf. The winners voted to donate money back to CAD – 120 – which was add to endowment fund. Howard summarized feedback and comments:

Positive feedback:
- Liked hotel, location, food, restaurants, good shuttle service
- Technical session – big room,
- Liked forums
- web access
- pocket agenda
- Tutorial went well

Negatives:
- Issues in exhibit hall - not enough support for setup, hotel reservations, Issues with shipping stuff back
- Band too loud,
- Pocket agenda was too small to read – great idea,
- Some people expecting food during reception,
- Two screen – presenter and moderator can’t see, pointer only used for one screen, backlit caused some glare, arrow on laptop accidently advanced slides
- Some people would have preferred to be downtown
- Postcards worked well, some people had issues with website and getting schedule, couldn’t download a pdf of the schedule

Recommendations
- continue with forums,
- separate area for conversation,
- sponsorship opportunity – web access in conference area, review sponsorship,

Panel discussion:
Larry – change of conference focus from education
Frank – able to bring in speakers that would not typically give a paper, a lot of work for moderator
Scott Aumann SPE says the BOD should commit to papers since they are industry leaders
Student papers – possible promote to schools
RETEC 2012 (Louisville) – (S. Davis)
Sandy reported that the Logo was developed for the Louisville RETEC.
Off site reception at Glassworks provides different opportunities for sponsors. The facility has two floors which will provide opportunity for separate band and conversation areas. We will be able to pay for an artist to demonstrate process. A glass item may provide a unique gift for raffle. The gallery will be open so that people can buy stuff and shipping is offered.

Send out 4x6 to save date and call for papers –

RETEC 2013 (Baltimore) – (T. Rachal, S. Esker)
*Color Comes Alive in Baltimore*
Marriott Waterfront contract signed with a room rate of $169. Baltimore convention person will tentatively attend Louisville to promote the city.

RETEC 2014 (New Orleans) – (Earl)
Earl visited for 5 locations, 139-179; large hotels with plenty of space, smaller hotels with character. Plan to have meeting in NO so that hotels can be finalized; want to have contract by April. Earl will provide hotel options for NO to host winter meeting

Site & Theme – (S. Davis)
No update and no plan for site and theme meeting in January.

Break

Communications – (T. Phillips)

**CADNEWS Newsletter**
Next issue to be published is the Fall Issue before year end (target is November). It will feature a RETEC recap.

The two RETEC panel discussions will be summarized in the newsletter. A special recognition of legacy members of SPE.

Suggestion of a section of recognition of members past and present.

Review by the communications committee is now required before publishing (email: communications@specad.org)

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 website once decided.
**SPECAD.ORG website**

**PROJECT:  Web relaunch in 2012.**
No significant work has been done on the new website since the August Board meeting. Work on the website will escalate after RETEC 2011, with a goal of launching in 2012. Creative photo and video for use on the new site was solicited at RETEC 2011 via flyers and poster. We hope to get some interesting images to use on the site.

Jami Howard has quoted us $900 for 12 hours of web content loading/design. **Approved by board.**

Brenda, Betty and Tracy are planning a working meeting in Atlanta

**Project: Video commercial to promote CADRETEC conferences**
This project has been put on hold until after the new website is launched.

**Project: Virtual Trophy Case on website**

**ACTION: Bruce and Tracy are investigating best photography options.**

Board members with Division trophies are requested to bring them to CAD RETEC 2011 for photographing.

SPECAD.org ownership has been transferred from Bill Dawes.

We have a $3000 budget for the web redesign.

**ACTION: Update with two scholarships that were given out. New Scholarship documents are to be updated on web by January 2012.**

**Social Networks**

**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

Board continues to use Linked In as primary communication within social media options

**FACEBOOK activity - Membership**
- Members - 39
- Group will be archived soon.
- SPE Color and Appearance Division Page was created. Members will have to “Like” the page to get updates.
ACTION: The SPE CAD page will be abandoned due to inactivity. We will keep a page on Facebook, but it will refer everyone to the LinkedIn group.

TWITTER activity -
Followers - 69
#CADRETEC was used again at CAD RETEC 2011 to communicate at the conference.

SPE Communications Excellence Award 2012
ACTION: Application is due November 30, 2011.

Education Committee – (S. Goldstein)

Specifications and Test Methods For Colorant Presentation sent out, response by 5 people,
Break presentation down into section and send to different groups for review
Plan to discuss at Winter meeting

Spanish and Portuguese translations completed

Coloration of Plastic book
Larry and Roger have provided a lot of support. Bob is preparing packet with link to Wiley and what papers should look like, model paper. Original plan was to send electronically but will send disk

Approximately 32 chapters planned but some authors have backed out so help is needed to complete the book. List was circulated identifying resins to be covered; second list for chapters so that BOD can help find authors for chapters needing one

Tutorial
RETEC 2011 Tutorial went well, 10 registered and 1 walk in participated
Feedback from attendees showed the tutorial is well received and they really enjoy it

Terra Community College
Jamie had good feedback from paper and technology forum presentation; possible opportunities for distance programs

Endowment – (J. Suthers)

Fund had gone down to $232,000

Scholarship money sent to registrars at recipient schools

Action: update application form on website
Awards – (R. Reinicker)

Honor service member: Tracy Phillips
Bob Charvat and Larry Nitardy are working on the statement supporting Tracy’s candidacy. Tracy is working on her portion. Paperwork must be completed by Sept 20; Nov HSM committee discusses and reviews the applications, forwards to executive committee in December. Sandy and Bob are on the HSM committee

Best Paper Awards
RETEC: Tad Finnegan
ANTEC: Phil Niedenzu

Issue with paper presented by Sun Chemical. The paper was never submitted so there was no technical review and there are some questions concerning the accuracy of the content. It was included in the program because the presenter promised it would be completed in 3 weeks. The author was supposed to bring copies of the paper for circulation; however, he only provided copies of the presentation. The paper is not eligible for grading.

Action: paper missed review and there were questions of accuracy; presentation was given at different conference; if we are in that bind again, presentation provided before so it can be peer reviewed.

Action: committee to Johnny Suthers, Earl Balthazar, Jack Ladson, Tracy Phillips, Frank Lavieri, Steve Goldstein, Roger Reinicker

The method to select the top paper was modified in the selection of the RETEC 2010 paper. The method resulted in a change in the winning paper. The rating method should have been reviewed by the committee prior to using the change.

Action item: 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.

Vote was unanimous

Pinacle Award (A. Smeltzer)
Ann sent an email to BOD members to find out what presentations to other divisions or sections. She asked that the final application be reviewed by others who had completed in previous years
Due end of December

Membership - (J.Ladson/G.Rangos)
(Provided by J. Ladson – see attachments)
The SPE has hired a Membership person full time.
The “Official Membership” of the CAD SPE is 775 strong. This number is higher than previous reporting’s. It is not known by the SPE whether this membership roster consists of Primary Only or Primary and Secondary members. This information is scheduled to be available in 1st Q 2012.

The disembodied (Suspended) Members are listed at 431 weak. The Suspended Members list was updated in February 2011. Therefore its accuracy is highly questionable. SPE will hopefully address this issue in 1st Q 2012. George Ramos has a report on the status of the Suspended Members List.

The Membership Committee completed the RETEC Membership survey. Bruce Mulholland handled this. Are there any comments or suggestions about the content of the form? One of the techniques that the SPE is deploying is 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. More to come – stay tuned.

Public Interest – Nothing new to report.

International - (B. West)
The Portuguese translation is complete

Color and Advisory – (B. West)

SAE J1545
Two meetings were held, action group in place to try and develop a standard gonio appearance coating; trying to set values to patina, sparkle

Old Business/Action Items – All
Reviewed action items from previous meeting - see Appendix B (Status of Action Items for Summer Meeting) and Appendix C Current Action Items

New Business – All

**Donate $2,000 to the SPE International for student support

Action: Update website with two scholarships that were given out. New Scholarship documents are to be updated on web by January 2012.
**Action:** 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.

Jamie submitted motion to send the $5,000 budgeted to Terra Community College
Bruce suggested the BOD look at what money is currently at Terre and for Jamie to provide additional information on what is needed and how the money will be used. Motion tabled until January board meeting

**Action:** Jamie will provide information on the funding needed by Terra Community College and how the money will be used.

Winter BOAD Meeting will be in New Orleans. Dates selected were January 17-18.

Betty made a motion to adjourn the meeting. The meeting was second by Austin and passed.

Minutes respectfully submitted,

Betty Puckerin
Secretary

### Appendix A – Action Item List Reviewed in Fall Board Meeting

<table>
<thead>
<tr>
<th>From Fall 2011 BOD Meeting</th>
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<tr>
<td>Donate $2,000 to the SPE International for student support</td>
<td>Bruce Mulholland</td>
<td>Winter 2012</td>
<td>Open</td>
</tr>
<tr>
<td>Update website with two scholarships that were given out. New Scholarship documents are to be updated on web by January 2012</td>
<td>Tracy Phillips</td>
<td>Winter 2012</td>
<td>Open</td>
</tr>
<tr>
<td>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.</td>
<td>Awards Committee</td>
<td>Winter 2012</td>
<td>Open</td>
</tr>
<tr>
<td>Jamie will provide information on the funding needed by Terre Community College and how the money will be used.</td>
<td>Jamie Przybylski</td>
<td>Winter 2012</td>
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<tbody>
<tr>
<td>Nominate Bob Charvat to the Plastic Hall of Fame, winners will be announced in Winter at ANTEC in Orlando</td>
<td>Tom Rachal</td>
<td>RETEC 2011</td>
<td>Completed</td>
</tr>
<tr>
<td>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.</td>
<td>Scott Heitzman/ Jack Ladson/ Sharyl Reid/ Sandy Davis</td>
<td>Winter 2012</td>
<td>Open</td>
</tr>
<tr>
<td>Roger will modify review form and what is told to authors to be applied ANTEC 2012 – new action defined</td>
<td>Roger Reinicker</td>
<td>Winter 2012</td>
<td>Cancel</td>
</tr>
<tr>
<td>Bruce will look at by-laws to compare RETEC and ANTEC technical reviews</td>
<td>Bruce Mulholland</td>
<td>Winter 2012</td>
<td>Open</td>
</tr>
<tr>
<td>Contact SPE concerning how CAD is listed on the 4SPE website CAD is not as division, it is under additives</td>
<td>Brian West</td>
<td>Winter 2012</td>
<td>Open</td>
</tr>
<tr>
<td>From Spring 2011 BOD Meeting</td>
<td>Assigned to</td>
<td>Due</td>
<td>Status</td>
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<tr>
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</tr>
<tr>
<td>Everyone should bring one of their awards to summer board meeting to have a picture taken to set up virtual award page for website</td>
<td>All – Tracy Phillips, Coordinator</td>
<td>Winter 2012</td>
<td>Closed</td>
</tr>
<tr>
<td>CAD Course in Spanish Portuguese</td>
<td>Education Committee</td>
<td>RETEC 2011</td>
<td>Complete</td>
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<tr>
<td>Create a summary list of where CAD course has been given and store on website</td>
<td>Tracy Phillips</td>
<td>RETEC 2011</td>
<td>Open</td>
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<tr>
<td>Move surplus funds at end of Fiscal Year to Endowment Fund</td>
<td>Bruce Mulholland</td>
<td>Summer 2011</td>
<td>Closed</td>
</tr>
<tr>
<td>Write support statements for HSM(Tracy Phillips)</td>
<td>Bob Charvat/Larry Nitardy</td>
<td>Summer 2011</td>
<td>Complete</td>
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<td>Investigate if CAD toolbox provides directions on the correct use of our section’s trademarks &amp; style guidelines of SPE Logo</td>
<td>Bruce Mulholland/Tracy Phillips</td>
<td>Winter 2012</td>
<td>Open</td>
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<td>Investigate if CADNEWS needs trademarked.</td>
<td>Bruce Mulholland/Tracy Phillips</td>
<td>Winter 2012</td>
<td>Complete</td>
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<td>Bring catalogues and CAD BOD shirts</td>
<td>Scott Aumann</td>
<td>Summer 2011</td>
<td>Complete</td>
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<tr>
<td>Quotes and proposals for redesigning the aesthetics of the website will be compiled for presentation at the next board meeting</td>
<td>Tracy Phillips</td>
<td>Winter 2012</td>
<td>In Progress</td>
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<tr>
<td>Review suspended list by company</td>
<td>George Rangos</td>
<td>Winter 2012</td>
<td>Open</td>
</tr>
<tr>
<td>Need a target date for changing font on Newsletter</td>
<td>Tracy Phillips/Jamie Przybylski</td>
<td>August 2011</td>
<td>Complete</td>
</tr>
</tbody>
</table>
## Appendix B – Action item List from Summer Board Meeting Minutes

<table>
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<tr>
<td>Nominate Bob Charvat to the Plastic Hall of Fame, winners will be announced in Winter at ANTEC in Orlando</td>
<td>Tom Rachel</td>
<td>RETEC 2011</td>
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<td>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.</td>
<td>Scott Heitzman/ Jack Ladson/ Sharyl Reid/ Sandy Davis</td>
<td>Winter 2012</td>
<td>Open</td>
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<td>Roger Reinicker</td>
<td>Winter 2012</td>
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<td>Bruce Mulholland</td>
<td>Winter 2012</td>
<td>Open</td>
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<tr>
<td>Contact SPE concerning how CAD is listed on the 4SPE website</td>
<td>Brian West</td>
<td>RETEC 2011</td>
<td>Open</td>
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<tr>
<td>Talk to Russell Broome – SPE Executive Committee Chairperson – to give feedback about proposed operating policy changes</td>
<td>Alan Bodi Volunteered</td>
<td>Summer 2011</td>
<td>Closed</td>
</tr>
<tr>
<td>Everyone should bring one of their awards to summer board meeting to have a picture taken to set up virtual award page for website</td>
<td>All – Tracy Phillips Coordinator</td>
<td>Summer 2011</td>
<td>Open</td>
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<td>RETEC 2011</td>
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<td>Bruce Mulholland</td>
<td>Summer 2011</td>
<td>Open</td>
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<td>Write support statements for HSM(Tracy Phillips)</td>
<td>Bob Charvat/Larry Nitardy</td>
<td>Summer 2011</td>
<td>Open</td>
</tr>
<tr>
<td>Coordinate Shipment of Gary Beebe’s books to TerraTech</td>
<td>Jim Figaniak</td>
<td>Summer 2011</td>
<td>Open</td>
</tr>
<tr>
<td>Communicate Deadlines &amp; Guidance to Executive Committee successors</td>
<td>Earl B., Scott H., Jim F., Ann S. Betty P.</td>
<td>Summer 2011</td>
<td>Open</td>
</tr>
<tr>
<td>Creative photo and video for use on the new site will be solicited for RETEC attendees via flyers and poster</td>
<td>Jeff Drusda</td>
<td>RETEC 2011</td>
<td>Open</td>
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<td>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.</td>
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<tr>
<td>Forward details of Fall Councilor Meeting to Brenda Mullins for possibility of a person from Nubiola to be a proxy</td>
<td>Sandy Davis</td>
<td>May 2011</td>
<td>Complete</td>
</tr>
<tr>
<td>Site and Theme Committee to have conference call in April to discuss proposed sites for 2013 RETEC and present to BOD in Spring</td>
<td>Sandy Davis</td>
<td>May 2011</td>
<td>Complete</td>
</tr>
<tr>
<td>Ask BOD members to provide feedback on Bio Plastics for this section in volume 2 of color book.</td>
<td>Bob Charvat</td>
<td>May 2011</td>
<td>Complete</td>
</tr>
<tr>
<td>Forward specifications course to BOD for review</td>
<td>Steve Goldstein</td>
<td>Jan 2012</td>
<td>On-Going</td>
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<td>Investigate if CAD toolbox provides directions on the correct use of our section’s trademarks &amp; style guidelines of SPE Logo</td>
<td>Bruce Mulholland/Tracy Phillips</td>
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<td>Send copies of Pinnacle Award Applications to Ann Smeltzer</td>
<td>Jim Figaniak/Earl Balthazar/Scott Heitzman</td>
<td>May 2011</td>
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<tr>
<td>Quotes and proposals for redesigning the aesthetics of the website</td>
<td>Tracy Phillips</td>
<td>August 2011</td>
<td>In Progress</td>
</tr>
<tr>
<td>will be compiled for presentation at the next board meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>From Summer 2010 BOD Meeting</strong></td>
<td><strong>Assigned to</strong></td>
<td><strong>Due</strong></td>
<td><strong>Status</strong></td>
</tr>
<tr>
<td>Review suspended list by company</td>
<td>George Rangos</td>
<td>Summer 2011</td>
<td>Open</td>
</tr>
<tr>
<td>Need a target date for changing font on Newsletter</td>
<td>Tracy Phillips/Jamie Przybyliski</td>
<td>August 2011</td>
<td>Open</td>
</tr>
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