Date: September 24, 2008
Location: Hyatt Dearborn, Michigan

Attendance

Present:
West, Brian
Balthazar, Earl
Suthers, Johnny
Cameron, Joe
Davis, Sandra
Esker, Steve
Heitzman, Scott
Kennedy, Howard
Ladson, Jack
Ehr, Sharon
Mulholland, Bruce
O’Dwyer, Jim
Phillips, Tracy
Przybylski, Jamie
Rachal, Tom
Ford, Ed
Reid, Sharyl
Reinicker, Roger
Smeltzer, Ann
Button, Hal
Aumann, Scott
Tucker, Ed
Kawasaki, Kenichi

Absent:
Tyler, Mark
Puckerin, Betty
Figaniak, Jim
Lavieri, Frank
Morales, Cesar*
Charvat, Bob*
Stengel, Don*
Rangos, George*
Goldstein, George*
Reid, Austin*

* written notice of absence

Guests:
Phillips, Tracy
McKnight, Tricia
Przybylski, Jamie
Belcher, Teri

Upcoming Board Meetings:

2009 Winter
2009 Spring
2009 ANTEC
2009 Summer

Louisville, KY
Conference Call (Tentative)
Chicago, IL
TBD

January 15-16
Week of May 3
Tentative
August
Opening/Welcome (Tracy Phillips)
Reading of Antitrust Policy. New Board Members were assigned mentors: Kenichi Kawasaki (Howard Kennedy), Ed Ford (Roger Reinicker), Mark Tyler (Scott Heitzman), Betty Puckerin (Tracy Phillips). Welcome to Senior Liaison, Tricia McKnight from iSPE.

Secretary’s Report (Scott Heitzman)
• BOD contact list passed around for updates and corrections.
• Meeting attendance roster circulated.
• Approval of the minutes from the summer meeting was requested. There was a motion made for approval including some minor corrections by Bruce Mulholland, seconded by Johnny Suthers and approved.
• Request made for any detailed reports to be electronically submitted to board secretary for inclusion in these minutes.

Treasurer’s Report (Bruce Mulholland)
• Audit Committee (Tom Rachal, Sandra Davis and Earl Balthazar) reviewed the Annual Report during RETEC and approved 9-24-08.
• Only income from time of the last treasurer’s report (Summer Meeting) was interest on accounts.
• Only expenses from time of the last report (Summer Meeting) were cost for Summer Meeting.
• A Motion was made to approve the report, seconded and approved.

Councilor’s Report (Sandra Davis)
• iSPE reports membership continues to decline. A strategy plan and budget are being compiled. The target demographic is 25-45 age groups. The strategy will focus on new membership and retention in this area. Plan will include adaptability to utilize the changing type of volunteer. Optimization of the Organization and Branding will continue (for example, utilizing social networking websites to promote SPE).
• The next council meeting is scheduled for Oct 17-18 in Southbury, CT. Sandra Davis will represent CAD.

*See attachment #3 for Councilor’s Report.

ANTEC Technical Program Committee (Bruce Mulholland)

ANTEC 2009 (Chicago, IL) – Roger Reinicker and Tracy Phillips (vice-chair)
• Dates June 22, 23, 24 coincide with NPE
• CAD Board meeting tentatively on Monday, 22nd.
• Sessions targeted for am and pm Tuesday 23rd. Nine to eleven papers, speakers.
• 6 presenters have abstracts submitted with 3 additional commitments. Papers due November 14th.
• Keynote on color basics is always well attended. Invitation board members to volunteer to give the keynote.
• We will not pursue a joint session with the PMAD.
• Headquarters Hotel and meeting space for board meeting needs to be identified ASAP. Tricia McKnight will report on available space in currently contracted hotels. Sharon Ehr will check with the Holiday Inn to see if they will offer some meeting space.
• Matrix meeting is scheduled for Dec 15, 2008.

ANTEC 2010 (Orlando, FL) - Jim O’Dwyer, S. Reid (vice-chair)
• No action to report.

ANTEC 2011 (Boston, MA) – Jack Ladson, Bruce Mulholland (vice-chair)
• No action to report.

RETEC Technical Program Committee (Sandra Davis)

RETEC 2008 (Hyatt Dearborn, MI) w/DCC Sept 21-23, 2008 - Bruce Mulholland
• RETEC 2008 was a success with about 400 in attendance, Positive comments on Registration, Reception, Networking, Meeting location, NTF, Key note speaker….
• No strong presence form OEM’s and brand owners. Action to revise our marketing and fee structure to attract OEM’s and brand owners.
• Suggestions for 2009: Close Tabletops during lunch. Print awards in preprint
•

RETEC 2009 (Hyatt Savannah, GA) Oct. 18-20, 2009 – Scott Aumann, Earl Balthazar (vice-chair)
• Technical Program Chairs will be Ann Smeltzer and Earl Balthazar. 9 paper prospects to date.
• No contract with overflow hotel to date. Plenty of options. Contract and room night review in progress.
• General buzz is that Savanna will be a destination hotel and a large turnout is expected.
• Logo, call for papers, due February 1 with mid March layout for brochure and printing late March.
• Need final brochure at NPE for distribution
• Suggested closing Tabletops for lunch
• Call for Papers-issue after November 15.

RETEC 2010 (Nashville, TN) Sept 13-15, 2010 – Brian West, Austin Reid (vice-chair)
• Monday, Tuesday, Wednesday format will be used.
• Renaissance-Crown Plaza hotel downtown will be used.
• Theme “A Symphony of Color, 2nd Movement”
• Contract and room nights will be based on Dearborn, MI numbers. (target 400 attendees)

RETEC 2011 (Chicago, IL) – Sharon Ehr, Steve Esker (vice-chair)
• No hotel selected to date. Will target outside of downtown. (Shaumburg area-8 miles from O’Hare)
• We will be working with the Chicago Section.

Committees – Operating guidelines will be updated by the executive board and submitted for approval at the Winter 09 meeting.

Strategic Planning Committee (Howard Kennedy)
• Committee met on improving attendance at ANTEC and RETEC. On-line training, targeting the people left behind, targeting the brand owners and OEM’s, cyber meetings, virtual table tops were a few concepts.
• Estimated cost for a virtual RETEC would be $50,000 USD. Tracy Phillips will obtain an Omni press proposal. Jamie Przybylski will bring a newly hired (Terra) resource to the next meeting or as requested.
• Ed Tucker suggested a offering a Technician Certification online or at RETEC to attract the young professional who cannot leave the office.
Web-Site & Newsletter Committee (J. Przybylski A. Reid, T Phillips, Joe Cameron)
- Next issue will be out before the end of the year. This will meet our target of 3 per our commitment to sponsors.
- Roger Reinicker suggested adding a trivia/reference page to website compiling trade names of colorants.
- Tricia McNight to provide a membership market list to explore other publicity avenues and to provide information on advertising events on new 4spe.org website.

Education Committee (R. Charvat, J. Przybylski)
- Plastics museum is closing. SPI now manages it—close out committee.
- Job clearing house has been slow.
- Students are finding jobs however it’s harder to find students.

Endowment Committee (Johnny Suthers)
- Eight applicants to date. Quality of applicants has improved.
5 Scholarships will be awarded: 3 to Grad students and 2 to Ferris State students.

<table>
<thead>
<tr>
<th>Student</th>
<th>University / College</th>
<th>Named Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ji-sook Chang</td>
<td>College for Creative Studies</td>
<td></td>
</tr>
<tr>
<td>Jason Merkle</td>
<td>Ferris State University</td>
<td>Bob Charvat</td>
</tr>
<tr>
<td>Sarah Strauss</td>
<td>U. Massachusetts, Lowell</td>
<td>Jack Graff</td>
</tr>
<tr>
<td>Carl Sluis</td>
<td>College for Creative Studies</td>
<td></td>
</tr>
<tr>
<td>Allissa Witucki</td>
<td>Ferris State University</td>
<td>Gary Beebe</td>
</tr>
</tbody>
</table>
- Johnny Suthers to arrange distribution of scholarship information for promotion at iSPE student reception.
- Revision will be made to application (Electronic Forms) to assist in contacting students and transferring funds directly to the student’s registrar office.

Awards Committee (Steve Goldstein)
- Recommendations to move to group photos for awards and sponsor as they can be better used in newsletter and save some time at ceremony.
- Recommendation to script awards ceremony to explain the purpose/reason for the award.
- Dave Johnson and Sandy Davis received Honored Service Member Awards at the SPE Awards Banquet at ANTEC. No mention at our Awards Luncheon. Need to announce HSM and Fellow awards at future RETEC Award luncheons.

*See attachment #4 for awards committee report

Public Interest Committee (Jack Ladson)
- 130 filled in survey forms were received at RETEC. Committee will review the data and report.
- A good observation was made by the Terra Students manning the booth; participants of the survey had a difficult time committing to a yes or no answer on questions relating to activity. We may want to consider a revision to the form to include an option: ok to be contacted.

Color Advisory Committee (Brian West)
- Our cooperation with DCC in updating standards can be recorded as activity towards the iSPE Pinnacle award.

Membership Committee (Roger Reinicker)
- Membership down 200 members.
- SPE CAD groups were created on facebook.com and linkedin.com in September 2008.

*See attachment #5 for membership report

International Committee (Brian West)
- European ACE has a Conference scheduled for March 11-12, 2009
- Asked Cesar Morales to help with Spanish translations.
• Jim Figaniak agreed to help with China.
• Brian West to focus on Portugese.
• Jack Ladson presented a presentation in Malaysia and Thailand—a Pinnacle reportable.

Archive DVD (Tracy Phillips)
• 500 delivered 15 sold and 4 awarded as prizes. News brief will be sent to promote the Archive.
• There was a minor error found in the search function. Omni press to replace DVDs at no charge. Purchases already distributed will receive an updated DVD.
• After month end price will be $200 USD for members and $300 USD for nonmembers.
• A motion was made by Tracy Phillips to provide a disc to Bob Charvat for his contributions to the Archive DVD and to Jamie for the Terra Library. The motion was seconded by Sharon Ehr and unanimously approved.

Old Business (ALL)
• Reviewed and updated existing action item list. (Attachment #2)
• Reviewed status of new logo shirts for BOD members and sale.
• Send shirt size and color preference to Sharon Ehr.

New Business (ALL)
• General discussion on using both a vertical and horizontal orientation of the logo as needed. Bruce Mulholland to forward upon new logo roll out by iSPE.
• General discussion surrounding CAD having their own release form. Decision to be made at January 09 meeting.
• Need to solicit candidates for reelection and election to the BOD and executive committee.
• Provide a news brief to solicit new candidates. Councilor position will be part of the general election.
• Elections: Take nominations for Secretary Position at January 09 meeting.

Next Meeting (Tracy Phillips)
• October/November-Executive Committee Only Conference Call to propose Operating Rules. updates
• Winter Board meeting- January 15-16, 2009

Respectfully Submitted,
Scott Heitzman
CAD BOD Secretary 2008 - 2009
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.
### Attachment #2: ACTION ITEMS

#### ACTION ITEMS-OPEN:

<table>
<thead>
<tr>
<th>From RETEC 2008 CAD BOD Meeting</th>
<th>Assigned to</th>
<th>Due</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>News Brief for elections and selection of candidates.</td>
<td>H. Kennedy</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Schedule conference call with Executive committee to review and edit Operating Rules</td>
<td>T. Phillips</td>
<td>8-Dec</td>
<td></td>
</tr>
<tr>
<td>News Brief for promotion of CD archive.</td>
<td>T. Phillips</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Provide new logos w/ updated orientation &amp; iSPE change (from Tricia) to Sharon and Tracy. Trademark register two styles of the logo (horizontal/vertical)</td>
<td>B. Mulholland</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Provide data from surveys on candidates for papers.</td>
<td>J. Ladson</td>
<td>9-Nov</td>
<td></td>
</tr>
<tr>
<td>Website: Update scholarship recipients, Awards information. Create shopping cart w/ Bruce M. Post PowerPoint presentation on Archive DVD. Post RETEC 2009 call for papers after Nov. 14.</td>
<td>T. Phillips</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Provided detailed list of CAD awards to Awards committee.</td>
<td>T. Phillips</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Revise scholarship form w/ more contact info-website</td>
<td>J. Suthers</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Website: Publish BOD member history</td>
<td>T. Phillips</td>
<td>9-Mar</td>
<td></td>
</tr>
<tr>
<td>Schedule Omni press proposal for recording meetings for website posting-at Winter Board Meeting</td>
<td>T. Phillips</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Schedule Terra Resource to give overview of how distance learning/internet posting can be done-Winter Board meeting</td>
<td>J. Przybylski</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Coloring Plastics Tutorial available on line—Plan for video recording the seminar</td>
<td>R. Charvat; J. Przybylski</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Review and present available mailing list for purchase.</td>
<td>T. McKnight</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Publish RETEC Wrap-Up newsletter by year end (hard copy). Include Scholarship application. Include Archive DVD advertisement. Include RETEC 2009 Call for Papers.</td>
<td>J. Przybylski</td>
<td>8-Dec</td>
<td></td>
</tr>
<tr>
<td>Call for papers News Brief - RETEC 09</td>
<td>E. Balthazar</td>
<td>8-Dec</td>
<td></td>
</tr>
<tr>
<td>Report on trade name information available for addition to web.</td>
<td>R. Reinicker</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Investigation of Hotel meeting space for ANTEC BOD meeting</td>
<td>S. Ehr</td>
<td>8-Dec</td>
<td></td>
</tr>
<tr>
<td>Investigation of Hotel meeting space for ANTEC BOD meeting via ISPE contract</td>
<td>T. McKnight</td>
<td>8-Dec</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>From Summer 2008 CAD BOD Meeting</th>
<th>Assigned to</th>
<th>Due</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Distribute info on scholarships at iSPE reception</td>
<td>J. Suthers</td>
<td>9-Jun</td>
<td></td>
</tr>
<tr>
<td>SOP for BOD meeting web or phone</td>
<td>T. Phillips</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Schedule Conf Call with Exec Committee to review.</td>
<td>T. Phillips</td>
<td>8-Dec</td>
<td>In progress</td>
</tr>
<tr>
<td>Add TPC.001 to CAD Toolbox</td>
<td>J.Cameron fwd to T. Phillips</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Resolve issues between Wiley, Write Now instructions for papers</td>
<td>Paper Review Committee</td>
<td>9-Jan</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>From Winter 2008 CAD BOD Meeting</th>
<th>Assigned to</th>
<th>Due</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amended Bylaws to all BOD members</td>
<td>E. Balthazar</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Committee member rosters to S. Heitzman</td>
<td>All Committee Chairs</td>
<td>9-Jan</td>
<td></td>
</tr>
<tr>
<td>Distribute Wiley journal format template</td>
<td>R. Charvat</td>
<td>9-Jan</td>
<td></td>
</tr>
</tbody>
</table>
# From RETEC 2007 CAD BOD Meeting

<table>
<thead>
<tr>
<th>Assigned to</th>
<th>Due</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Smeltzer</td>
<td>9-Jan</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>From ANTEC 2007 CAD BOD Meeting</th>
<th>Assigned to</th>
<th>Due</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Send the BOD members the web link to order embroidered golf shirts with the new SPECAD logo</td>
<td>S. Ehr</td>
<td>9-Jan</td>
<td>On hold for new logo</td>
</tr>
</tbody>
</table>

## ACTION ITEMS-COMPLETED:

<table>
<thead>
<tr>
<th>From Summer 2008 CAD BOD Meeting</th>
<th>Assigned to</th>
<th>Due</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>strategy session conducted in on LRP</td>
<td>H. Kennedy</td>
<td>9-Jan</td>
<td>completed</td>
</tr>
<tr>
<td>Attend iSPE budget meetings</td>
<td>TP, AR, MB</td>
<td>8-Dec</td>
<td>completed</td>
</tr>
<tr>
<td>Update and distribute Committee Forms.</td>
<td>T. Phillips</td>
<td>8-Sep</td>
<td>completed</td>
</tr>
</tbody>
</table>

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**Attachment #3: Councilor’s Report**

Councilor’s Report  
September 24, 2008

There was a conference call for SPE leaders regarding the proposed budget and the strategic plan for the organization on September 18. During the call, there was discussion about the continuing decline in membership and the efforts required to address. Four goals were presented along with tactics to achieve the goals:

- Attain and retain members between ages 25 and 40 in larger numbers. People in this age bracket have different expectations of professional organizations and therefore, new benefits and services are required.
- As volunteerism changes with the changing age demographic, the organization needs to be adaptable to different forms of participation.
- Optimization of staffing, overhead and expenses to maximize the match between services and cost for the entire organization.
- Transform the SPE brand and marketing to meet the change to more non-traditional venues, such as social networking sites.

The budget and strategic plan has been developed around the tactics required to achieve these goals.

The next council meeting is scheduled for Oct 17-18 in Southbury, CT. Sandra Davis will represent CAD.

Respectfully submitted,

Sandra Davis  
Awards Committee Report

Society Of Plastics Engineers, Color and Appearance Division  
2008 October RETEC Meeting- Detroit
Attachment #4: Awards Committee Report

The Awards Committee consists of Joe Cameron, Sandra Davis, Sharon Ehr, Jim Figaniak, Steve Goldstein, Dave Johnson, Bruce Mulholland, Jamie Przybylski, Roger Reinicker and Johnny Suthers. Duties of members include a commitment to attend ANTEC and RETEC and view and rate papers. This provides a sound a basis for Outstanding Paper awards. I would like to make sure everyone mentioned wants to continue on the committee and ask for anyone who wants to be added.

The following Awards were presented 08

2008 Terry Golding Outstanding Achievement Award Sharyl Reid
Sharyl Reid 2007-2008 CAD Chair, Clock and lapel pin
Ann Smeltzer 2008 ANTEC Chair polymer Tower
Jim Figaniak 2007 RETEC Chair Polymer Tower
Tracy Phillips Lapel Pin Chair

$50 gift Certificates for members completing their terms in 2008
Tracy Phillips 2007-2008 CAD Chair-elect
Howard Kennedy 2007-2008 Financial Chair
Earl Balthazar 2007-2008 Secretary

Gift Cards for the Out-going Board Members
Barb Parker, Dave Johnson, Kathryn Brannon, Sharron Ehr, Steve Esker, Jim Figaniak, Steve Goldstein, Jamie Przybylski, Ann Smeltzer

Outstanding Paper Awards (plaque and $500 honorarium)

2007 RETEC
Kathryn Brannon
2008 ANTEC
Bruce Mulholland
SPE CAD Membership Report through August, 2008

<table>
<thead>
<tr>
<th>Year</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
<th>Jan</th>
<th>Mar</th>
<th>Aug</th>
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<tbody>
<tr>
<td>Active, primary paid</td>
<td>939</td>
<td>958</td>
<td>932</td>
<td>884</td>
<td>921</td>
<td>838</td>
<td>830</td>
<td>764</td>
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</tr>
<tr>
<td>Active, other than D21</td>
<td>262</td>
<td>254</td>
<td>303</td>
<td>327</td>
<td>334</td>
<td>321</td>
<td>326</td>
<td>277</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>1201</td>
<td>1212</td>
<td>1235</td>
<td>1211</td>
<td>1255</td>
<td>1159</td>
<td>1148</td>
<td>1041</td>
<td></td>
</tr>
<tr>
<td>On suspended list</td>
<td>569</td>
<td>450</td>
<td>445</td>
<td>356</td>
<td>425</td>
<td>443</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The membership committee has committed to make phone contact with recently lapsed members (attached) to encourage continued membership in SPECAD. If phone contact is unsuccessful, snail mail contact will be attempted. As it is important that contact information be correct, the list of “bad addresses” is circulated for any updates or corrections that board members may be able to make.

Roger Reinicker
Membership Chair
Committee members: George Rangos, Kenichi Kawasaki, Betty Puckerin, Hal Button