

**Associate Membership Committee (AMC)
Agenda and Meeting Minutes**

Paul Lewis Chair
Rice Lake Weighing System

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Details of All Items

AGENDA

- I. Call to Order
- II. Approval of Meeting Minutes
- III. Financial Condition
- IV. NCWM Industry Representative Reports
 - (a) Board of Directors Report
 - (b) Professional Development Committee Report
 - (c) Laws and Regulations Committee Report
- V. AMC Fund Disbursement Requests
- VI. Filling Vacant Positions
- VII. Old Business
- VIII. New Business
- IX. Adjournment

AMC Draft Meeting Minutes

January 21st 2014
Albuquerque, New Mexico

Call to Order

Chairman Lewis called the meeting to order at 5:00 p.m.

Meeting Minutes

A copy of the 2013 Annual meeting minutes was distributed. The minutes were reviewed and a motion was made by Mr. Grabski and seconded by Mr. Shipman to approve the minutes with corrections. With no further discussion the minutes were approved.

Financial Condition

A copy of the financial report was distributed; Chairman Lewis reports that AMC fund has a balance of \$34,978 as of January 13th.

Mr. Grabski asked about disbursements, Chairman Lewis stated that there was not any request for training funds.

Mr. Murnane stated the report is missing 2 months; going forward when reporting the financial condition please provide the complete 12 months so the committee can see activity.

Mr. Calix reports that at the southern meeting, Steve Benjamin reported they have 7k they are unsure what to do with the funds.

Mr. Murnane states that the money can be used for training; the money can be used however they decide to use it. They must use it with in NCWM bylaws.

Mr. Murnane makes a motion to accept the financial condition with exception that going forward a 12 month report is provided showing all activity. Mr. Grabski Seconded the motion, with no further discussion the financial report was approved.

Board of Directors Report

Mr. Guay reports the following:

Paul Moyer from Nebraska stepped down as the director of weights and measures in Nebraska, The state is reorganizing. A new Director has not been named yet. The state is considering making two departments into one.

There are concerns about the fall off of participation in central. The central area is struggling. Mr. Grabski asks if the central considered moving to one meeting. Mr. Guay reports that they will stick with 2 meetings a year.

The NEWMA meeting is May 5th -8th in Manchester NH. The board meeting will follow.

CWMA is 2 weeks after NEWMA, May 18th – 22nd.

NIST is offering 130 handbook training on volume; industry will have training in Dallas Fort worth.

NIST has not filled any of their vacancies so far. Mark Butler's vacancy is still open.

Update on the 2015 meeting in Philadelphia PA: Mr. Don Onwiler is trying to get all states to the meeting; he is considering asking to use funds from AMC or NCWM to help states that have not attended attend the meeting. Don's thought was that the western used this method to get other states involved with the conference and the western saw improvement. Don is asking what industry thought of the idea. Don asks for feedback from the Committee.

- Mr. Murnane reports that he is not for it.
- Mr. Lewis reports that industry money should not be used to pay for state travel.
- Mr. Grabski states that maybe a personal letter from NCWM and NIST to the governor instead of paying for travel for states.
- Mr. Upright is against it as well.

Mr. Guay brought up the subject for lack of AMC scholarship requests to the Board of Directors. The BOD is hoping that the train the trainer takes off. The BOD would like to see how the train the trainer matures. Mr. Murnane reports that we should continue with collecting the funds for another year and then if the funds are not used we should consider not taking the funds going forward.

Mr. Hughes stated we will need to request the funds for the tool kit. Mr. Hughes will get with Steve Benjamin to check progress. Don Onwiler will get with Steve Benjamin and see where we are with the tool kit.

NCWM hired Darrell Flocken for the NTEP program. Darrell Flocken will complete audits in the field. LuAnne resigned and Tyler was added to the staff.

Interim meeting will be in two years in San Diego and annual meeting in 2 years will be in Denver.

The committee is considering changing the format of the meetings, like when the meeting starts and ends. Question the committee is asking are.

- How do we manage the expanding number of tasks groups?
- A lot of agenda items that pertain to energy.
- Do we need a new standing committee due to the expanding number of topics?

The BOD reviewed website plan. Only 8 people used it last year. There will be a change to the web form to help increase usage. A decision will made to keep it the web format

The Board is looking at making 2 press releases every month.

Professional Development Committee (PDC) Report

Mr. Shipman stated that he did not have anything to report other than what was presented during the meeting. The final report will be published in pub 16.

States are reporting difficulties with different parts of the web testing. Specifically the packaging testing states are having difficulties.

Laws and Regulations (L&R) Committee Report

Mr. Grabski reports that the committee finished their meetings everything will be published in pub 16.

Mr. Grabski states that if anyone has anything that they want to say or report to the committee to provide it to him he will report it.

Mr. Grabski states as committee member when people provided comments during session we want to know what was said. Mr. Guy states that as a committee chair should clarify. Mr. Grabski that maybe it should be a part of the committee hand book.

AMC Fund Disbursement Report

Chairman Lewis reports that we have 1 request for training for NY, for room rental \$2500. The Training funds must be used for training materials. Mr. Murnane states that the fund request must specify exactly what the funds are for. Mr. Murnane asks for the number of people for the attending the training.

Chairman Lewis reports that an invoice must be provided in advance showing the cost before approval. A motion was made by Mr. Shipment to accept and was seconded by Mr. Murnane. The disbursement report was approved no further discussion.

Filling Vacant Positions

Mr. Darrell Flocken committee spot will be filled by Mr. Russell Vires until 2019.

Old Business

No old Business

New Business

Tool Box – Mr. Hughes will talk to Mr. Onwiler about getting some quotes, Mr. Hughes states that he spoke about having something completed before the July conference. Once we have it confirmed there is no reason it cannot be completed in 30days. Mr. Murnane states that it just needs to keep moving. Once he gets the approval he will send an e-mail for a vote. Mr. Murnane states that a video is the 1st thing that needs to get out. It's an education tool so consumers can see the value of a good weights and measures program.

Adjournment

With no further new business Chairman Lewis adjourned the meeting at 6pm

Respectfully submitted by,
Mr. David Calix,
Secretary, AMC

Individuals in Attendance

Mr. Rob Upright – Vishay Transducers
Mr. Russell Vires – Mettler-Toledo
Mr. Richard Shipman Rice Lake Weighing System
Mr. Steve Grabski - Wal-Mart
Mr. Paul Lewis – Rice Lake Weighing Systems
Mr. Robert Murnane – Seraphin
Mr. Henry Oppermann – W7M Consulting
Mr. Bill Callaway- Crompco
Mr. John Hughes – Rice Lake Weighing systems
Mr. Chris Guay – P&G
Mr. David Calix - NCR