

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

Robert Murnane, Chair
Associate Membership Committee

**Table A
Table of Contents**

Title of Content	Page
AGENDA	1
AMC DRAFT MEETING MINUTES	2
Call to Order	2
Meeting Minutes	2
Financial Condition	2
Board of Directors Report.....	2
Professional Development Committee (PDC) Report	3
Laws and Regulations (L&R) Committee Report.....	3
AMC Fund Disbursement Report.....	3
Filling Vacant Positions.....	3
Old Business	4
New Business	4
Adjournment.....	4
Individuals in Attendance	5

Details of All Items
(In order by Reference Key)

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 29th 2013
Charleston South Carolina

Call to Order

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

Meeting Minutes

A copy of the July 2012 meeting minutes was distributed. These minutes were reviewed and a motion was made by Chris Guay and seconded by Steven Grabski to approve the minutes as written. With no further discussion the minutes were approved.

Financial Condition

A copy of the financial report was distributed. Chairman Murnane reviewed the deposits & disbursements and reported a current balance of \$28,000 as of 1-17. Some disbursements still pending \$4000 still to come out due to missing receipts. New York and Massachusetts training funds have not been dispersed.

Mr. Langford asked for more details on a \$2500 withdraw that came out on the 28th

Chairman Murnane asked for a more detailed report of the financials going forward and Mr. Onwiler will research and follow up with details.

Chairman Murnane asked Mr. Onwiler anytime a transfer comes out of the account the chairman is notified.

Mr. Langford made a motion to approve the Financials, Mr. Flocken 2nd. Mr. Grabski opposed. Mr. Grabski wants to table it until all the details come out from the withdraw on the 28th.

Mr. Onwiler reports the funds that came out on the 28th –are funds that were approved for New York state weights and measures. The money was transferred to the NCWM account before being disbursed to New York State Weights and Measures. The reason is the AMC funds are in a Savings account and must be sent to checking for disbursements.

Mr. Langford asked if we need to revote after Mr. Onwiler provided new information on the transfer. Mr. Grabski states we don't need to revote as the vote passed.

No other discussion the Financial Report was accepted.

Board of Directors Report

Gordon Johnson, the Associate Membership Representative on the NCWM Board of Directors gave a report concerning BOD activities.

- The board met Friday a very productive meeting, the board updated the strategic plan and changed one of the goals is to reflect the work the associate membership does. The board is putting the AMC Committee back on the agenda.

- The work of the tool box is still being delayed. Henry Oppermann is the only volunteer. No progress has been made. John Hughes volunteered to assist with the tool box improvements.
- Training remains a strong goal of the conference.
- 2015 Interim – CHANGE in location from Tampa. New location, Daytona Beach Fl, Hilton Daytona beach resort. January 18 – 21
- 2015 Annual – Philadelphia July 12 – 16 Sheraton Society Hill. Work continues with planning, Paul Lewis AMC Committee.
- The Associate Committee voted and nominated Christopher Guay and Paul Lewis for the Associate Director Position.
- Next BOD Meeting Next NEWMA annual meeting May 6 – 9, BOD May 9 -10
- NCWM is in good shape. Refer to PUB 15 report and open hearing comments.

Additional information on the Board of Director topics can be found in the Board of Directors Report to be published in NCWM Publication 16.

Professional Development Committee (PDC) Report

Steven Grabski, the Associate Membership Representative on the PDC gave a report about the Committees activities. The key items were:

- PDC is making good progress currently 3 exams are out on the web; PDC is re-analyzing some of the test questions.
- Carol Hockert opened up a train the trainer program. Currently it is only open to inspectors not industry. There is some conflict and concern on around if the train the trainer program is open to both industry and state inspectors. Concern is around industry folks training a competitor. Mr. Onwiler will get clarification on if it is open to industry as well.

Laws and Regulations (L&R) Committee Report

Rob Underwood, the Associate Membership Representative on the L&R gave a report about the Committees activities. The key items were:

- Mr. Underwood reports that L&R is forming a task group to define the diesel gallon equivalent to natural gas, group is looking for nominees for the task group 10 or 15 people.
- L&R is still in session.

AMC Fund Disbursement Report

Chairman Murnane reported that the following funds requests below were submitted.

MA Division of Standards - \$1000 training funds – approved by committee

MA Division of Standards - \$1000 training funds for NEMA meeting – approved by committee

State of Idaho Bureau of Weights and Measures metrology lab Training 15-17 - \$1000 – approved by committee

New York State W&M Association \$2500 training – approved by committee

Chairman Murnane states there is one more request coming; Chairman Murnane will send an e-mail out to the committee when he receives it.

Chairman Murnane asks that we do not approve disbursements of funds \$2500 to each of the regions and ask the regions to request funds individually. Bob recommends that we allow the states to request money individually.

No other discussion was accepted.

Filling Vacant Positions

Chairman Murnane is looking for volunteers to recommend to the chair elect for the committees PDC & L&R.

L&R Rob Underwood's 5 year term has ended.

PDC – Steve Grabski agreed to move to L& R- Richard Shipmaster agreed to represent PDC

Paul Lewis agreed to fill Associate chair

Bill Callaway agreed to fill Vice Chair

David Calix agreed to fill Secretary Treasure

Associate Committee Member - Darrel Flocken – will stay on as a committee member.

Associate Committee Member - Chairman Murnane – will stay on as a committee member.

Associate Committee Member – Michael Gaspers term ends this year.

Associate Committee Member – Bill Callaway will be added at the end on the July meeting.

All members will start their terms at the end of the July meeting. Committee will revisit at the end of the July meeting.

Old Business

None to report

New Business

Mr. Lewis made the recommendation that NCWM track receipts for requested training funds. Therefore the AMC does not need to track receipts. Mr. Onwiler states he needs 2 people looking at the receipts to ensure accountability and someone from the AMC committee should approve the receipts. Currently Mr. Onwiler sends the receipts to the chair and the chair confirms and approves. Chairman Murnane and Mr. Onwiler agree to keep the process as is no changes.

Adjournment

Chairman Murnane adjourned the meeting at 5:58 p.m.

Respectfully submitted by,
David Calix,
Secretary, AMC

Individuals in Attendance

Darrell Flocken – Mettler Toledo LLC
Steven Grabski - Wal-Mart
Gordon Johnson – Gilbarco, Inc.
Louis Straub – Fairbanks Scales
Paul Lewis - Rice Lake Weighing Systems
Stephen Langford - Cardinal Scale Manufacturing Co
David Calix – NCR Corporation
Chris Guay – Procter & Gamble
Pete O’Bryan – Foster Foods
Frank Rusk – Coti-Global
Rob Upright – Vishay Transducers
Rob Underwood – PMAA
Don Onwiler – NCWM
Bob Murnane – Seraphin Test Measures
Richard Shipmaster – Rice Lake Weighing systems
Bill Callaway – Crompco
John Hughes – Rice Lake Weighing Systems
Rhonda Powell – Georgia Pacific Corp
Kelly Davis – Renewable Fuels Association