

**SOCIETY OF PLASTICS ENGINEERS**

**EXECUTIVE COMMITTEE MEETING**

**January 9, 2006**

**TELECONFERENCE MEETING AGENDA**

<b>Doc. No.</b>	<b>Docket Item</b>
1.	Welcome & Antitrust Statement
2.	Roll Call
3.	Agenda
4.	Minutes: a) Executive Committee Teleconference, November 7, 2005
5.	President's comments
6.	Executive Director's Report
7.	Other Officers' Reports
8.	Review of Elections
9.	Executive Committee Member Reports
10.	Review of Albuquerque Meetings & Agendas
11.	Old/New Business
12.	Adjourn

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**January 9, 2006**

**TELECONFERENCE MEETING MINUTES**

**1. Welcome and Antitrust**

President L. Czuba called the meeting to order at 10:09 a.m. Mr. Czuba welcomed the group and reminded everyone that the meeting operates under SPE's antitrust policy.

**2. Roll Call**

Individuals present for the meeting included:

- L. Czuba, President
- S. Oderwald, Executive Director
- T. Womer, President-elect
- V. Flaris, Senior Vice President
- P. Andersen, Vice President/Treasurer
- J. Szymankiewicz, Vice President/Secretary
- K. Winkler, Past President
- R. Wilson, Vice President
- L. Neward, Vice President
- R. Broome, Vice President
- H. Dilan, Vice President
- C. Feger, Vice President
- S. McCord, Vice President
- W. Smith, Vice President
- D. Davis, Prior Past President

**3. Agenda**

Mr. Czuba reviewed the agenda that was sent to the Committee previously. There were no changes or revisions to the agenda. The group accepted the agenda as presented.

**4. Minutes**

Secretary J. Szymankiewicz moved that the Executive Committee approve the minutes of the November 7, 2005, teleconference. The motion was seconded. After discussion, the motion was tabled until the Albuquerque Executive Committee Meeting to provide additional time for review by the committee.

**5. President's Comments**

Mr. Czuba provided opening comments for the meeting. Mr. Czuba introduced the agenda item for Officers' Reports, giving each officer and each Executive Committee member an opportunity to share thoughts or comments during the meeting. Mr. Czuba thanked the Executive Committee members as well as SPE Staff for their continued support and activity.

## **6. Executive Director's Report**

### Staff Update

Executive Director Oderwald indicated that Maria Moreira has left the organization, creating an opening in the Customer Service Department. Marie Salzo has returned following bereavement leave. The ongoing process of staff annual performance reviews is progressing on schedule.

### International Update

Ms. Oderwald discussed her trip to India in December and the interactions with the local Sections and action plans. She also reviewed the activity by G. Grudzinski in Mexico and the opportunities in that region. The upcoming meeting of the European Coordinating Committee and its recent activities were also discussed.

### Finance and Membership Update

The financial reports from December are in the closing stages, and final numbers will be available at or around the time of the Albuquerque meeting. Membership, in preliminary review, declined somewhat in December. T. Gebauer is working on reformulating a membership recruitment and retention plan with more focus on international members.

### Other Business

Ms. Oderwald reviewed the current activities with SPE supporting Spanish-language sessions at NPE as well as current interactions with SPI moving toward NPE and SPE support of the educational program there. Ms. Oderwald also talked about a potential visit in early February to the Chicago Section Board of Directors meeting to discuss financial opportunities and plans for the Section.

## **7. Other Officers' Reports**

The remaining senior officers reported on their recent activities and thoughts.

President-elect Womer discussed his recent contacts in some of the Asia Sections and other Sections and the Blow Molding Division. Mr. Womer also reminded the group of the upcoming European Thermoforming Conference and the Blow Molding Conference in the next few months. Mr. Womer also discussed the development of the operating plan and transition to his Presidential year.

Senior Vice President Flaris commented on her liaison work with the Honored Service Committee and the Fellows Selection Committee. Dr. Flaris expects to be able to communicate those nominations at the Albuquerque Executive Committee meeting. The International Awards committee will have their nominations and awardees prepared by early February. Dr. Flaris also discussed her recent contact with her assigned Sections and Divisions.

Treasurer Andersen discussed the ongoing evaluation of *Plastics Engineering* by the Finance Committee. The Finance Committee meeting at Albuquerque will be an open committee meeting, available to all Councilors. Dr. Andersen related his concerns for the coming financial year centering on membership, ANTEC, and general adherence to the 2006 Budget.

Dr. Andersen moved that the Executive Committee confirm the authorization of SPE's Executive Director to apply for and maintain a line of credit for SPE, not to exceed \$750,000. The motion was seconded. Dr. Andersen and Ms. Oderwald discussed the reason for the motion and the significance of this motion to the organization. Mr. Neward stated that SPE Bylaws stipulate that Council must ratify the confirmation of the Executive Committee. The motion carried.

Secretary Szymankiewicz reviewed the backlog of minutes for the Finance Committee and Executive Committee as well as targets and plans to eliminate that backlog. In addition, Mr. Szymankiewicz discussed recent activities in the ANTEC Technical Programming Committee, the ANTEC Operating Committee, and the Conference Committee.

#### **8. Review of Elections**

Past President Winkler discussed the election process and her presentation to Council. Ms. Winkler also reviewed the "Meet The Candidates Reception" to be held Friday evening of the Albuquerque Council Meeting. The election process will also encompass the Chair of the Council of the Whole, which will be nominated from the floor at the time of the election.

#### **9. Executive Committee Member Reports**

Members of the Executive Committee provided a brief update of their liaison activities with their respective Sections, Divisions, SIGs, and committees.

#### **10. Review of Albuquerque Meetings and Agendas**

Mr. Czuba reviewed the activities scheduled for Executive Committee and Council in Albuquerque.

#### **11. Old/New Business**

The candidates nominated for ANTEC 2008 TPC and ANTEC 2008 GOC will be reviewed and discussed at the Albuquerque Executive Committee meeting.

#### **12. Adjourn**

The next meeting of the Executive Committee will be on January 19, 2006, in Albuquerque, NM, at 1:30 p.m. Prior Past President Davis moved to adjourn the meeting. The motion was seconded. The motion carried. The meeting adjourned at 12:08 p.m.



John R. Szymankiewicz  
Vice President – Secretary

Distribution: Council, Past Presidents, Committee Chairs