

**SOCIETY OF PLASTICS ENGINEERS  
EXECUTIVE COMMITTEE MEETING  
& TELECONFERENCE**

**Dolce Heritage  
Southbury, CT**

**Saturday, January 10, 2004**

**MEETING AGENDA**

<b>Docket No.</b>	<b>Docket Item</b>
1.	Roll Call
2.	Minutes a) Council Meeting October 25, 2003 b) Executive Committee Teleconference December 8, 2003
3.	Staff Update
4.	Report Ad-Hoc Finance Com. on Rebate Issue
5.	Old Business/New Business
6.	Adjourn

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**1. Roll Call**

The meeting was called to order at 4:00 p.m. by President Donna Davis who presided.

Present were: President Donna S. Davis, President-elect Karen L. Winkler, Vice-President/Secretary Timothy W. Womer, Past President Claudius Feger, Prior Past President Terry J. Browitt, Vice Presidents: Eldridge M. Mount III and Richard J. Bradley

Present via Teleconference:

Senior Vice President Len Czuba, Vice President/Treasurer Nancy J. Hermanson; Vice Presidents; Vicki Flaris and Hoa Q. Pham. This constituted a quorum.

Absent: Vice Presidents: Peter Lipp, P. Randy Lewis, and Rick J. Wilson.

Present as a guest was Deputy Executive Director Susan E. Oderwald.

**2. Minutes**

**a) Council Meeting, October 25, 2003**

Secretary Tim Womer moved that the minutes of the Council Meeting, October 25, 2003 be approved as written and distributed. The motion was seconded. Motion carried.

**b) Executive Committee Teleconference, December 8, 2003**

Secretary Tim Womer moved that the minutes of the Executive Committee teleconference meeting of December 8, 2003 be approved as written and distributed. The motion was seconded. Motion carried.

**3. Staff Update**

Deputy Executive Director Susan Oderwald gave an update on staff activities and projects. She reported that staff has returned to full schedule discontinuing the work reduction program. The pension program has been frozen and a new 401K program is in place. The contract and document of work for the public relations firm was finalized. A member-marketing firm was selected to provide general consulting and to manage SPE's direct-mail recruitment programs. Implementation of a recruitment and retention marketing plan is getting started, especially the SPE early-bird renewal program. Conference registration for Polyolefin and GPEC is light. ANTEC early registration is also soft, although it is still very early. SPE's Training & Education Catalog 2004 has

been revised to incorporate into one booklet all of SPE's seminars, in-plant training offerings, e-learning center activities, CD, DVD, video and book offerings.

#### **4. Report of Ad Hoc-Finance Committee on Rebate Issue**

Vice President/Treasurer Nancy Hermanson reported on three options for a rebate policy which were generated by the Finance Committee.

##### **PROPOSAL I:**

Delay dues rebate payment schedule for 2004 and 2005; delay payment of rebates until December 2004 for 2004 and until June 2005 for 2005. Solicit voluntary contributions from sections and divisions to forgo all or part of their rebates. Work with individual sections and divisions who absolutely need payments during other times of the year.

##### **PROPOSAL II:**

For 2004 and 2005, implement a Society-wide program to reduce the rebate payment by approximately one-third. This reduction would be calculated by modifying the existing formula. Such a reduction schedule would be graduated to impact smaller sections by a lesser percentage and larger sections by a greater percentage based on the assumption that smaller groups are generally more dependent on the rebate. There is not much variability for divisions. The payment schedule of these reduced rebate amounts would be paid in two installments on July 1 and December 1. Contributions in excess of these (e.g., returning the entire rebate) would still be accepted with appreciation by the Society.

##### **PROPOSAL III:**

Send the rebate only to those groups who ask for it.

The ad-hoc committee did call various sections and divisions and found about \$62,000, which will be returned. There will be a vote during COW to see which proposal would be accepted and then finalized during the Council meeting in New Orleans on January 31, 2004.

#### **5. Old Business/New Business**

There was no old or new business to report.

#### **6. Adjournment**

Prior Past President Terry Browitt moved to adjourn the meeting at 5:25 pm. The next meeting of this committee will be on January 29, 2004 at 8:00 a.m. in New Orleans, Louisiana at the Hotel Monteleone, New Orleans, LA. The motion was seconded, the motion carried.



**TIMOTHY W. WOMER**  
**SECRETARY**

Distribution: Council, Past Presidents, Committee Chairs