

**Associate Membership Committee (AMC)
Interim Agenda
July 2010**

Call to Order

Approval of January 23, 2010, AMC Minutes

Financial Condition

NCWM Industry Representative Reports

Board of Directors Report (Bob Murnane)

Professional Development Report (Stephen Grabski)

Laws and Regulations Report (Rob Underwood)

AMC Fund Disbursement Requests

2010 Training Funds Report

New Training Requests

Recommendations for AMC Members on Professional Development Committee (PDC)

Old Business

New Business

Adjournment

Paul Lewis, Rice Lake Weighing Systems, Chair (2014)
Robert Murnane, Jr., Seraphin Test Measure, Vice Chair (2014)
Darrell Flocken, Mettler-Toledo, Inc., Secretary/Treasurer (2013)

Chris Guay, Procter & Gamble (2010)
Thomas Herrington, Nestlé USA-Prepared Food Division (2010)
Rob Underwood, Petroleum Marketer's Assoc. (2010)
Stephen Grabski, Walmart Stores, Inc. (2011)
Kathleen Madaras, Fuel Merchants Association of New Jersey (2011)
Doug Biette, Sartorius North America (2012)
Michael Gaspers, Farmland Foods, Inc. (2013)

ASSOCIATE MEMBERSHIP COMMITTEE

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Minutes

NCWM Associate Member Committee

January 26, 2010
Nashville, Tennessee

CALL TO ORDER

Chairman Paul Lewis called the meeting to order at 12:05 P.M.

MINUTES

A copy of the July 2009 meeting minutes was distributed. These minutes were reviewed and Chris Guay pointed out an error in the FILLING VACANT POSITIONS section. The bullet “Rob Underwood accepted another one year term on the AMC” is incorrect and should be removed. Steven Grabski made a motion to approve the minutes with the change and Robert Murnane seconded. With no further discussion, the minutes were approved.

FINANCIAL CONDITION

A copy of the financial report was distributed. Chairman Lewis reviewed the deposit/disbursements and reported a current balance of \$14,774.04 as of January 21, 2010. Chairman Lewis informed the members that two additional expenses were approved on January 25, 2010. The expenses were \$577.43 to Wisconsin for expenses associated with sending a trainer to the Seafood Training Class held earlier this year and \$546.72 to the PDC for the purchase of video equipment used for training. **Stephen Langford made a motion to accept the Financial Report; the motion was seconded by Ann Hines; with no further discussion, the Financial Report was accepted.**

BOARD OF DIRECTORS REPORT

Robert Murnane, the Associate Membership Representative on the NCWM Board of Directors gave a report regarding Board activities:

The Board of Directors has formed a work group to explore ways of helping the S&T Committee with their workload. Several examples were provided such as:

- Splitting the workgroup into separate weighing and measuring workgroups.
- Elimination of the Sunday agenda review and begin the opening hearings earlier to allow for more committee work time before the end of the meeting.
- Concurrent open hearings with joint sessions for General Code items.

Robert asked the Associate Membership for feedback on these examples or any other ideas that should be considered. The members present had a brief discussion ending with Chris Guay suggesting that we support the feedback that the open sessions should remain as structured today. A show of hands confirmed the unanimous position of those members present. Robert will report our position to the Board.

The Board received feedback on the “On-Line Position Forum.” The majority of the feedback was positive, and the necessary software changes are out for quotation at this time.

The Board also discussed the handling of Developing Items. The discussion included the possibility of returning items that are given a “Development” status to the originating regional committee for additional work or removal.

The Board continues to work on this item. Darrell Flocken mentioned that the original submitter should remain with the item. Several times an individual submits the item to a regional committee and this committee forwards the item to the National S&T Committee. When published in Pub 15, the original submitters name is not included.

The Board and the NTEP Committee had an extensive discussion on the VCAP and the Initial Verification projects. For the sake of space in this report, please refer to the BOD and NTEP Committee reports for additional information.

Robert reminded all members present of the Standing Committee Work Session Protocol. Observers who wish to contribute technical clarification to assist the committee's decision process shall raise their hand to be recognized by the committee chair. No opinions or positions will be heard from observers during the work session. Positions and opinions should be stated publicly during the committee's open hearing.

Robert reminded the Associate Members that changes to the AMC Bylaws are required to bring them up to current operational practices. Previously, a small work group was formed to develop the proposed changes. This effort is complete, and it is the intent of the AMC to vote on these proposed changes during the July 2010 AMC meeting. A copy of the revised Bylaws is available for review at the following web link:

<http://ncwm.net/content/amc-working-documents>
click on "09 Proposed Revision to AMC Bylaws."

PROFESSIONAL DEVELOPMENT REPORT

Steven Grabski, the Associate Membership Representative on the PDC gave a report about the Committee's activities.

Steven provided the members an update on the Certificate testing progress. He reported that the results of the first 100 individuals taking the test will be presented to the Board of Directors for review with feedback to the PDC. Steven also mentioned that valuable information could be collected if service persons would be included in the first test participants.

LAWS & REGULATIONS REPORT

Rob Underwood, the Associate Membership Representative on the L&R Committee gave a report about the Committee's activities.

Rob reported that the hot item of discussion is the quantity markings and method of sale for replacement printer ink cartridges.

AMC FUND DISBURSEMENT REPORT

Chairman Lewis reported on new requests.

One thousand dollars were requested by Charles Carroll from the State of Massachusetts for training of 90 local and state inspectors. A motion was made to approve this request by Chris Guay and seconded by Stephen Langford and approved by the members present.

The members discussed last year's action of the AMC to provide \$2,000 in funding to each of the four regions. Robert Murnane made the motion that we repeat this again this year; the motion was seconded by Chris Guay and approved by the members present.

Chairman Lewis reminded the members that distribution of funds was one of the changes being proposed to the Bylaws and requested each of us review these changes in preparation for a vote of approval during the July 2010 AMC Meeting.

FILLING VACANT POSITIONS

Two positions required action during this meeting. The first was to nominate a name or names of individuals to replace Robert Murnane as the AMC representative on the Board of Directors. Robert's three-year term expires at the closing of the July 2010 NCWM Meeting. Stephen Langford nominated Steven Grabski, and Chairman Lewis nominated Gordon Johnson. Hearing no other nomination, Gene Inglesby made a motion to submit both names to the NCWM Nominating Committee. The motion was made by Robert Murnane and seconded by Pete O'Bryan. The nominees were approved by a unanimous voice vote by all members present. The second position to fill was that of Vice Chair of the Associate Membership Committee. Bob Murnane (current Vice Chair) will fill the open position of Chair when current Chairman Lewis ends his commitment at the closing of the July 2010 NCWM Meeting. Chris Guay volunteered to fill the Vice Chair position.

OLD BUSINESS

Chairman Lewis again reminded the members of the up coming Bylaw vote to be held at the July 2010 AMC Meeting.

NEW BUSINESS

A comment from the floor suggested the committee consider a different meeting time. Traditionally, the AMC meeting is held over the lunch break on either Monday or Tuesday of the NCWM Meeting. Most members present agreed that the committee should look for an alternative time. The committee will discuss this with the NCWM to determine what options may be available. The committee would also like to hear suggestions from the membership.

ADJOURNMENT

With no further new business Chairman Lewis adjourned the meeting at 1:01 p.m.

Respectfully submitted,
Darrell Flocken, Secretary, AMC

The following individuals were in attendance:

Darrell Flocken - Mettler Toledo
Steven Grabski - Wal-Mart Stores, Inc.
Christopher Guay - Procter and Gamble
Paul Hoar - Agri Fuels, LLC / NBB
Stephen Langford - Cardinal Scale Manufacturing Co
Paul Lewis - Rice Lake Weighing Systems
Robert Murnane - Seraphin Test Measure
Pete O'Bryan - Foster Farms
Rebecca Richardson - MARC IV Consulting
Rob Underwood - Petroleum Marketers
Kristin Moore – Renewable Fuels Association
Gene Inglesby – WPMA
Emily LeRoy – TN Fuel & C-Stone Association
Gordon Johnson – Gilbarco Inc.
Ann Hines – Arkansas Oil Marketers Association
Henry Oppermann – Weights and Measures Consulting
Marilyn Moss – Walmart Stores, Inc.
Jim Pettinato – FMC Technologies
Louis Straub – Fairbanks Scales, Inc.

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