

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

Robert Murnane, Chair
Associate Membership Committee

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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

July 17, 2012
Portland, Maine

Call to Order

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

Meeting Minutes

A copy of the January 2012 meeting minutes was distributed. These minutes were reviewed and a motion was made by Steven Grabski and seconded by Chris Guay 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 deposit/disbursements and reported a current balance of \$20,691.39 as of July 1, 2012. A motion was made and seconded to accept the Financial Report. With no other discussion, the Financial Report was accepted.

Board of Directors Report

Gordon Johnson, the Associate Membership Representative on the NCWM Board of Directors (BOD) gave a report concerning BOD activities. A few of the items are repeated below.

- The BOD voted on updating the policy on recording of meetings, new policy no verbatim recording of meetings.
- The Treasurer's Report indicated NCWM is in very good financial condition.
- The NCWM is looking at a new Web provider; the BOD received cost estimates for the change over to the new provider.

Gordon mentioned that additional information on the activities of the BOD can be found in the final conference report.

Additional information on the BOD's topics can be found in its report to be published in the *Report of the 97th National Conference on Weights and Measures*.

Professional Development Committee (PDC) Report

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

- Two new training modules will be released in the coming weeks.
- The Committee is planning to work with the regional associations on the idea of having one registration test for service personnel that is accepted by all states. It was reported that New Hampshire and Arkansas are moving forward with requiring registered service persons to take and pass the appropriate modules.

Laws and Regulations (L&R) Committee Report

Rob Underwood, the Associate Membership Representative on the L&R Committee reported that the hot topic in this committee is the requirements around selling blended gasolines.

AMC Fund Disbursement Report

Chairman Murnane reported that no new funds requests have been received, and that \$2,500 was distributed to each of the four regional associations to support their training projects.

Filling Vacant Positions

Chairman Murnane reported that David Calix has agreed to assume the position of Secretary/Treasurer beginning at the conclusion of this meeting. The Committee was asked to approve David for the position and did so with a unanimous vote. With no additional positions to fill; Chairman Murnane reminded the members that the AMC position on the NCWM Board of Directors expires at the conclusion of the 2013 Annual Meeting. Nominations for this position must be submitted to the AMC Chairman before the conclusion of the AMC meeting held in conjunction with the NCWM 2013 Interim Meeting.

Old Business

None to report.

New Business

1. The members present discussed the role of the AMC and voiced a desire for the AMC to play a more active role within the NCWM. These discussions led to several ideas.
 - a. Adam Bolain suggested that we could provide training or awareness seminars at industry type tradeshow with the idea of reaching out to the smaller industry groups that are impacted by the work of the NCWM. It was mentioned that this effort would be good for the smaller industries as well as providing possible increase in NCWM membership. This led to the next item.
 - b. All AMC members will receive an e-mail asking for information related to training issues. The information could include a list of possible topics for presentation sessions at the NCWM meeting or other related conferences; a list of other conferences or associations that are possible candidates for an AMC sponsored training class; and individuals that are willing to conduct training at the regional weights and measures associations. This e-mail will be sent out to all members in August.
 - c. Paul Lewis suggested supporting the NCWM 100th meeting in July 2015. Gordon Johnson was going to inform the BOD of the AMC interest in supporting this special meeting with the idea that the Board could have some ideas on how we can help. Gordon will report on the discussion at our January meeting.
2. Bob Murnane revisited the idea of the AMC developing a toolbox of presentations and information directed at supporting a state weights and measures program. The contents of the toolbox would be available to state and local weights and measure programs for use in supporting or growing their program. Bob suggested the idea of forming a subgroup of AMC members to further develop the idea. Possible subgroup members are Henry Oppermann, Steven Grabski, Richard Suiter, and Chris Guay. Bob will discuss this with the individuals and report on any activity during our January meeting.

Adjournment

With no further new business Chairman Murnane adjourned the meeting at 6:05 p.m.

Respectfully submitted by,
Darrell Flocken,
Secretary, AMC

Individuals in Attendance

Sam Bell – PMAA/Echols Oil Company
Gary Benjamin – NCR Corporation
Gorden Blain – InterteK
Adam Bolain – HJ Heinz
Tim Broemmer – Avery-Weigh-Tronix
David Calix – NCR Corporation
Darrell Flocken – Mettler Toledo
Larry Goodbar – Yamato Corp.
Steven Grabski – Walmart
Chris Guay – Procter & Gamble
Gordon Johnson – Gilbarco, Inc.
Stephen Langford – Cardinal Scale Manufacturing Co
Paul Lewis – Rice Lake Weighing Systems
Bob Murnane – Seraphin Test Measures
Pete O’Bryan – Foster Foods
Henry Oppermann – W&M Consulting
Frank Rusk – Coti-Global Inc.
Louis Straub – Fairbanks Scales
Rob Upright – Vishay Transducers
Rob Underwood – PMAA
Don Onwiler – NCWM
Zina Vuroch – Pier 1 Imports