

12 November 2014

Minutes of the 2014-2015 Meeting of the Board of Directors

3:30 PM - Wednesday, 12 November 2014

The Marriott Convention Centre, New Orleans, LA

1. NOTICE OF MEETING

Acting Chairman Jason Redman called the meeting to order. As a result of a number of member changes, and pending vacancies to be voted upon, it had been decided to proceed as if a quorum was present. Following the meeting, the Executive Secretary will inform all existing board members and new board members to cast their votes. Subsequent to this meeting conversations had been held with all parties confirming this arrangement.

2. ATTENDANCE

The following Board members and guests were in attendance:

- | | |
|---------------------------------------|---|
| * Jason Redman, Acting Chair – Armtec | Francois-Regis du Mesnil - TUBAO |
| * Mike Mounts – The Dow Chemical Co. | Ray Wilcock, Executive Secretary - CSPI |
| * Ian Berry – Warner Custom Coating | Dave Penny - CSPI |

Those identified with an “*” in the attendance list are Directors.

(By-laws require a minimum of 7 Directors. 4 Directors constitutes a quorum)

Although a quorum was not present of at least 5 Directors, as previously discussed, it was declared the meeting regularly constituted for the transaction of business.

The Secretary reported that resignations from the board were received from the following directors: Kenzie MacPherson of Atlantic Industries, Allan Hubbell of E.S. Hubbell & Sons, Mike Mounts of Dow Chemical and Guy Gelinas of ArcelorMittal.

Put forward for nomination to the board were the following

Atlantic Industries	Stephen MacKinnon
E.S. Hubbell	Chris Groot
Dow Chemical	Fabio Camachio
ArcelorMittal	John Tran

All four companies are voting member companies and deserve to have their representatives on the Board of Directors of CSPI.

A motion was made by Mike Mounts, 2nd by Ian Berry to elect those nominated as Directors of the Board of CSPI for the 2014-2015 terms. Motion will carry once all votes are received by absentee directors.

3. NOMINATION & ELECTION OF OFFICERS FOR 2014-2015

The following slate of nominations for Officers of the Institute for 2014-2015 was presented:

President	Jason Redman
Vice President	Bruce Matheson
Executive Secretary	Ray Wilcock
Treasurer	Steve Fox

A motion was made by Ian Berry, 2nd by Mike Mounts to elect those nominated as Officers of the Institute for the 2014-2015 terms. Motion will carry once all votes are received by absentee directors.

4. NOMINATION & ELECTION OF EXECUTIVE COMMITTEE FOR 2014-2015

The following slate of nominations for Executive Committee of the Institute for 2014-2015 was presented:

Jason Redman	Stephen MacKinnon
Bruce Matheson	Chris Groot
John Tran	

A motion was made by Ian Berry, 2nd by Mike Mounts to elect those nominated to the Executive Committee of the Institute for the 2014-2015 terms. Motion will carry once all votes are received by absentee directors.

5. MINUTES OF PREVIOUS MEETING, 2 JUNE 2014

A motion was made by Mike Mounts, 2nd by Ian Berry to accept the Minutes of the Board of Directors meeting held on 2 June 2014 in Calgary, Alberta. Motion will carry once all votes are received by absentee directors.

6. PPC AND TAC REPORTS

There were no issues arising in either the PPC or TAC meetings that required the attention of the Board.

Jason asked Ray to provide a brief one page monthly update on activities. He also asked for a copy of any presentations made with take away / opportunities / follow up for members.

7. BYLAWS

No issues to report.

8. 2015 BUDGET & FEE SCHEDULE

The Secretary presented the 3rd quarter tonnage report, 2014 year-end financial forecast along with the proposed 2015 budget. Tonnage was basically flat to 2013; however a question arose

as to the increase in galvanized imported tons versus the decrease in galvanized domestic tons. The Secretary will review with the Treasurer Steve Fox to ensure that numbers are correct as shown. It was suggested that the tonnage report should be presented during the PPC meeting. This was noted for next time.

The forecast for 2014 and the 2015 budget were reviewed. There was a question pertaining to 2014 breakdown of Agency and Media Advertising. Secretary will review and revise if necessary. For the 2015 Budget, Meetings and Travel Costs were deemed too low and the Contract Assistant should be cut by \$1,000. The Secretary will redo and resubmit to all board members with these minutes. The main item for board review is the Media Advertising Surcharge of \$1 per ton. This expires on December 31st, 2014. This surcharge goes towards advertisements in national magazines and the CSPI website. The budget is based upon this staying in place.

9. ANNUAL & FALL MEETINGS

Future meetings are scheduled as follows:

- The 2015 Annual Meeting will be held at the Queens Landing, Niagara-on-the-Lake, Ontario, on Sunday, June 14 through Monday, June 15.
- The 2015 Fall Meeting will be held at the Hilton Bonaventure, Montreal, Quebec, on November 18. Up for discussion will be to hold a joint meeting with NCSPA in 2015. Location will be Tampa, Florida following the ASTM meetings.
- The 2016 Annual Meeting will be held in Algonquin Resort, St Andrews, New Brunswick on June 12th to the 14th.

10. OTHER BUSINESS

It was decided that the Treasurer needs to seek approval from the Secretary prior to investing cash reserves into GIC's.

The Secretary reported that Leland Industries received more than 75% of required member approval and is now an Associate Member of CSPI. The Secretary will inform Leland following the release of these minutes.

11. NEXT MEETING

Our next meeting is scheduled for Monday, 15 June 2015 in the Queens Landing Resort, Niagara-on-the-Lake, Ontario at an exact time to be determined.

12. ADJOURNMENT

A motion to adjourn by Mike Mounts, 2nd by Ian Berry was carried at 5:00 p.m.

Ray Wilcock
Executive Secretary

Jason Redman
President