

**Board of Directors
Interim Agenda**

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Reference
Key Number

100 INTRODUCTION

The Board will hold its quarterly Board of Directors meeting on Friday and Saturday, January 9 - 10, 2009, and continue that meeting during work periods throughout the remainder of the Interim Meetings. Except when posted, all meetings are open to the membership. The Board of Directors and NTEP Committee will hold open hearings at the Interim Meeting and members will be invited to engage in dialogue with the Board on issues the Board and NTEP Committee have on their agenda. The Board of Directors is currently working on the following issues: the feasibility of marketplace surveys, membership services, web hosting, website and newsletter improvements, NCWM efficiency and effectiveness as an organization, and strategic planning. In addition to these items, the Board Agenda contains two appendices that cover the Activities of the International Organization of Legal Metrology (OIML) and Regional Legal Metrology Organizations (Appendix A) and the Interim Agenda of the Associate Membership (AMC) (Appendix B).

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Details of all Items
(In order by Reference Key Number)

1. NCWM Automatic Temperature Compensation Steering Committee

The ATC Steering Committee was formed in 2007 to assist NCWM in forming a consensus on issues before the Specifications and Tolerances Committee and the Laws and Regulations Committee. The Board receives quarterly activity reports from the Chair of the ATC Steering Committee. In addition, they review future Steering Committee activities and related NCWM work on this issue.

To date, the Steering Committee has forwarded numerous recommendations to the standing committees to assist them in the development of their respective agenda items. The Board of Directors has chosen to continue the support of this committee through the 2009 NCWM Annual Meeting and will reassess the need for ongoing activity at that time.

2. Marketplace Surveys Update

The Board will review the feasibility and value of marketplace surveys as it sets the direction for conducting any further surveys in the future.

3. Membership and Meeting Attendance

The Board is considering ways to add value to NCWM membership. One proposal being considered is allowing "Members Only" access to the searchable NTEP database. Non-members would still be able to download PDF listings of certificate holders, certificate numbers, and models covered, but they would not be able to enter the Certificates of Conformance database to view the certificates.

NCWM Membership Report										
	10/30/08		10/29/07		10/01/06		10/18/05		10/01/04	10/01/03
Associate	(157)	742	(161)	771	(156)	736	(124)	751	713	712
Foreign Assc	(14)	44	(8)	50	(18)	44	(8)	43	41	29
Federal Gov't	(0)	10	(1)	9	(5)	9	(3)	13	12	17
NIST	(1)	13	(2)	14	(1)	14		11	11	18
State Gov't	(201)	603	(207)	684	(224)	620	(113)	765	637	613
Local Gov't	(65)	499	(67)	537	(76)	512	(82)	434	417	450
Int'l Gov't	(2)	23	(10)	22	(7)	28	(13)	21	20	15
Retired	(7)	214		220		227	(5)	220	222	229
Total	(447)	2148	(456)	2307	(487)	2190	(348)	2258	2097	2083
(Memberships not renewed as of date at top of column)										

4. NCWM Newsletter and Website

In the recent past, Steven Grabski agreed to serve as Subcommittee Chair for the newsletter and website. The Committee was charged with continuing to improve and monitor the content of the newsletter and website. Now that the new NCWM staff is in place, NCWM has the in-house expertise to make some improvements and enhancements to the site. Some of these enhancements have already taken place. Comments and suggestions for improvements should be directed to NCWM Headquarters at (402) 434-4880 or via e-mail at info@ncwm.net.

NCWM will be adding information to the "Members Only" portion of the website including NCWM policies, and approved minutes of the Board of Directors meetings.

5. Hosting Regional Websites

Several regional association websites are hosted through the NCWM website. In the past, regional associations have paid NCWM for updates to these websites on an hourly rate. This has caused the regional associations to economize by only requesting updates to information posted on their sites once or twice per year. The Board of Directors is considering a new plan for hosting that would require a reasonable flat rate annual fee to NCWM for hosting and updating regional websites. The purpose would be to keep the service affordable for the regions and promote keeping the information on the regional sites up to date.

6. Meetings Update

Interim Meetings

January 11 - 14, 2009	Hilton Daytona Beach Hotel, Daytona Beach, Florida
January 24 - 27, 2010	Hilton Nashville Downtown, Nashville, Tennessee
January 23 - 26, 2011	The Fairmont Dallas, Dallas, Texas

Annual Meetings

July 12 - 16, 2009	Marriott Plaza Hotel, San Antonio, Texas
July 11 - 15, 2010	Crowne Plaza St. Paul Hotel, St. Paul, Minnesota

The 2011 Annual Meeting will be held in the Western Region. The WWMA Board of Directors will make recommendations to NCWM for potential sites for this meeting.

7. Participation in International Standard Setting

Chuck Ehrlich and other NIST Weights and Measures Division (WMD) staff will brief the NCWM Board and NCWM members on key activities of OIML and regional legal metrology organizations (see Appendix A).

8. Efficiency and Effectiveness

The Board is examining cost efficiency measures to control meeting and administrative costs. We welcome member feedback on this topic and any ideas to increase the effectiveness of the Conference.

NCWM Staff: The recent transition in NCWM management has provided an opportunity for significant cost savings to NCWM. However, this transition must not sacrifice service to the NCWM stakeholders or our mission. It is the hope of the Board of Directors that, in fact, the cost savings will enable NCWM to enhance its level of service and effectiveness.

Meetings: The Board is implementing a plan whereby members may volunteer for meeting staffing. This will reduce meeting staffing costs and possibly provide local officials, who may not otherwise be able to attend, the opportunity to participate. Staffing needs will be assessed on an on-going basis to ensure successful events for our members.

Travel Policy: The NCWM Travel Policy applies to any person traveling at NCWM expense. The policy will be amended to clarify that meals occurring before departure on the first day of travel and after return on the last day of travel do not qualify for reimbursement.

9. Bylaws Amendment: Article IX, Section 4 – Ad Hoc Committees, Subcommittees, Task Forces, and Study Groups

Proposal: Amend Article IX, Section 4 as follows:

Ad hoc committees, subcommittees, task forces, and study groups are appointed by the Corporation Chairman from the active, advisory, ~~or~~ associate membership, or NCWM staff in any combination, as the need arises or the Corporation requests. All committees are subject to an annual review by the Board.

Discussion: The Board recognizes that full-time staff dedicated to NCWM could provide beneficial support and participation in the activities of special work groups. Currently, the bylaws may not provide the flexibility for this use of NCWM staff in this manner.

10. Strategic Planning

Now that the management transition to NCWM employees is complete, the Board of Directors is reassessing its short-term and long-term goals. The Board will use this opportunity to review and update its Strategic Plan to ensure the organization is moving forward and in the right direction.

Jack Kane, Montana, NCWM Chairman
Randy Jennings, Tennessee, Chairman-Elect
Judy Cardin, Wisconsin, NTEP Chairman
Will Wotthlie, Maryland, Treasurer
Charles Carroll, Massachusetts, Northeastern Regional Representative
Steven Malone, Nebraska, Central Regional Representative
Stephen Benjamin, North Carolina, Southern Regional Representative
Steven Grabski, Nevada, Western Regional Representative
Stephen Langford, Cardinal Scale, At-Large
Tim Tyson, Kansas, At-Large
Robert Murnane, Seraphine Test Measure, Associate Membership
Don Onwiler, NCWM Executive Director
Carol Hockert, Chief, Weights and Measures Division, Executive Secretary

Board of Directors