



COMMISSION INTERNATIONALE DE L'ECLAIRAGE  
INTERNATIONAL COMMISSION ON ILLUMINATION  
INTERNATIONALE BELEUCHTUNGSKOMMISSION

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## 2007 CIE/USA Annual Meeting

*19 October 2007, 8:30 – 10:45 AM, NRC, Ottawa, Ontario, Canada*

### Minutes

#### 1. Call to order, members present and regrets, introduction of guests

Rolf Bergman – USNC President  
Carl Andersen – USNC Vice President  
Ronald Gibbons – USNC Secretary  
Jay Rennilson – Past President  
Kathleen Muray – Director  
Ron Daubach – Director  
Alan Lewis – Past Past President  
William Daiber – Treasurer Candidate  
Richard Stark – Division 4  
Jon Hart – Alternate Division 4  
Larry Leetzow – By-law  
Norb Johnson – Division 2  
Yoshi Ohno – Division 2 Director  
Moji Navvab

Note that Quorum was not achieved at the meeting.

#### 2. Approval of 2007 Annual Meeting minutes

The minutes were presented.

The following changes:

- a) Name Dr. Paribak is actually Dr. Ronald Daubach
- b) Name: Carl Anderson is spelt Carl Andersen
- c) Name: John Hart is spelt Jon Hart

<b>Recommended Action:</b>	Approve the minutes by Jay Rennilson. Seconded by Larry Leetzow.
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#### 1. Officers' Reports:

A. President – Rolf Bergman

The report is attached. The quadrennial meeting, the financial and membership issues, the development of US ANSI TAG, and the future of the CIE were highlighted in the report.

Rolf Bergman has agreed to continue as President and was thanked for his efforts.

Moji Navvab mentioned that the submission of requests for support from Libraries would be a good access to funding and publication sales. An academic category of membership or student membership might also be beneficial.

<b>Recommended Action:</b>	Accept the President's Report by Alan Lewis. Seconded by William Daiber.
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B. Vice President (Technical Council) – Carl Andersen

Beijing had a strong representation but the efforts do not translate to the CIE USNC. In five of the Seven Divisions of the CIE there are officers who are from the USNC. We also have representation at the Central Bureau level. It is critical at this time to remain focused on the technical work of the CIE.

Review of the membership on the TCs should be review to ensure that the USNC agenda is being forwarded.

<b>Recommended Action:</b>	Accept the oral Vice President's Report by Larry Leetzow. Seconded by Jay Rennilson
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C. Secretary – Ron Gibbons

Membership List for 4 years will be reviewed and updated. The transition to the secretary will be managed with transitions of the membership lists.

<b>Recommended Action:</b>	Accept the Secretary's Report by William Daiber. Seconded by ?
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D. Treasurer's report – James Sultan

No Report was submitted and the Treasurer was not in attendance.

**2. Committee Reports:**

A. Nominating – J Rennilson

The slate of nominees has been developed and out for balloting:

Rolf Bergman – President

Carl Andersen – Vice President

Scott Davis – Secretary

William Daiber – Treasurer

Richard Stark – Member of Executive Committee

Hyman Kaplan – Member of Executive Committee

One Hundred and Eleven Ballots were sent out with 24 returned. The slate is approved.

B. Standards – Phil Wychorski

The reports of the standards committee and the TAG committee are attached to the Technical Council Minutes.

C. Publication Sales– Tom Lemons

The reports of the publications sales committee are attached to the Executive Council Minutes.

A further email with the note to buy from the USNC may be a cost savings was requested and will be sent.

D. Web Site Services – Rolf Bergman

We need to move towards a membership area. This will require a membership number and a validation method. Information is required for this transition will be required from the Webmaster.

A link from the CIE CB website to the USNC website should be re-established.

E. Newsletter – Ron Gibbons

The newsletter continues to be sent as it arrives. The CB newsletter has not been sent every-time due to the cost of the mailing. An email will be sent by the secretary to provide access to the on-line version of the website. The difficulty with the CIENews is that it reflects the activities of the CB and not the USNC. Identifying the progress of the USNC is vital to the national committee.

We should have 1 mailing per year announcing the annual meeting.

Multi-modes of communication are critical reaching out and identifying the uniqueness of the USNC is vital.

F. Finance – James Sultan (absent)

A budget was distributed at the meeting.

Several revisions were suggested to more accurately represent the expected expenses.

The current cash position of the USNC was calculated including the 2008 CEI Dues. The USNC is approximately a \$21,000 deficit.

Due to some of the financial reporting difficulties the new treasurer will be required to also more accurately represent the expenses.

An audit will be required with the transition to the new treasurer. Ron Gibbons was appointed to perform the audit and report back.

<b>Recommended Action:</b>	Accept the proposed budget based on review by the treasurer by Rolf Bergman. Seconded by ?
<b>Recommended Action:</b>	Accept that Ron Gibbons will be the Auditor by Rolf Bergman. Seconded by ?

**3. Review/Action on items from CIE Quadrennial meeting in Beijing, China**

The action items from the previous meetings were discussed in the Executive Committee Meeting and are included in those minutes. The item of significance was the letter to be written regarding the replacement of Todd Newman by Scott Davis as the VP of Marketing for the Central Bureau.

#### **4. Old Business**

- A. Review items remaining from last annual meeting in San Diego and mid-year Executive Committee meeting in Tucson.

The past action items were reviewed at the Executive Committee and are included in those minutes.

#### **5. New Business**

- A. Motions from Executive Committee and Travel requests from Technical Council

The past action items were reviewed at the Executive Committee and are included in those minutes.

- B. Other Business

By-Law Review

A change to the by-laws will be required due to the creation of the two new Vice Presidential positions. Larry Leetzow will review all of the recommended changes and will send them to the Secretary for a ballot. Each of the changes will be voted individually. All recommend changes should be submitted by mid-November.

#### **6. Next Annual Meeting**

The next meeting will be held in October 6, 7 and/or 8, 2008 close to Boston. Ron Daubach will coordinate. The schedule will be that the Technical Council and the Executive Committee meetings will be held on the first day with the Technical Sessions and the Annual Meeting on the second day.

#### **7. Adjourn**