

Draft Minutes  
 OEOSC Board Meeting  
 Monday, October 20, 2008, 3:15 p.m. — 5:30 p.m.  
 Fairmont Hotel, California Room  
 170 South Market Street, San Jose, CA 95113

Present	Participants: 12 of 16	Representing
<input checked="" type="checkbox"/>	<b>Officers and Directors</b>	
<input type="checkbox"/>	David Aikens	Past Chairperson (Zygo Corporation)
<input checked="" type="checkbox"/>	Walter Czajkowski	Director (APOMA)
<input checked="" type="checkbox"/>	Marla Dowell	Chairperson (IEEE/LEOS, NIST)
<input checked="" type="checkbox"/>	Hal Johnson (by phone)	Director (Harold Johnson Optical Lab)
<input checked="" type="checkbox"/>	Gene Kohlenberg	Secretary (OEOSC)
<input checked="" type="checkbox"/>	Allen Krisiloff	Chairperson-Elect (Triptar Lens Co. Inc.)
<input type="checkbox"/>	William Royall	Treasurer (Eastman Kodak Company)
<input checked="" type="checkbox"/>	Lee Shuett	Director (Nikon Inc.)
	<b>Corporate Sponsors</b>	
<input checked="" type="checkbox"/>	Marla Dowell	NIST
<input checked="" type="checkbox"/>	Rick Plympton	Optimax Systems, Inc.
	<b>Professional Societies</b>	
<input checked="" type="checkbox"/>	Marla Dowell	IEEE/LEOS
<input checked="" type="checkbox"/>	Lincoln Endelman	SPIE (Endelman Enterprises), Alternate
<input type="checkbox"/>	Peter Hallet	SPIE
<input type="checkbox"/>	Rich Linke	IEEE/LEOS, Alternate
<input checked="" type="checkbox"/>	Ronald Scotti	SPIE, Alternate
<input type="checkbox"/>	Alan Tourtlotte	OSA
	<b>Trade Associations</b>	
<input checked="" type="checkbox"/>	Walter Czajkowski	APOMA (Edmund Optics)
<input type="checkbox"/>	Chris Dinkle	OLA, Alternate
<input type="checkbox"/>	Clark Mulligan	Optical Imaging Association
<input type="checkbox"/>	James Peyton	International Imaging Industry Association
<input type="checkbox"/>	Daniel Torgersen	OLA (Walman Optical)
	<b>Observers (2)</b>	
<input type="checkbox"/>	Gordon Boulton	JDS Uniphase Corporation
<input type="checkbox"/>	Jessica DeGroote	Optimax Systems, Inc.

**Welcome and Introductions:**

M. Dowell opened the meeting at 3:18 p.m.

**Approval of the Agenda:**

R. Scotti moved that the draft agenda posted on the website be approved. A. Krisiloff seconded the motion, which carried.

**Approval of October 20, 2008 OEOSC Board Meeting Minutes:**

M. Dowell asked if there were any additions or corrections to the minutes. W. Czajkowski moved that the edited draft minutes be accepted. H. Johnson seconded the motion, which carried.

**Reports**

**Executive Director's Report.** G. Kohlenberg presented a chart of the ANSI/OEOSC TAG to ISO/TC 172 activity for the year noting that SC 1 is now the second most active subcommittee following SC 7. He also listed seven company representatives whose participation fees were not paid in 2008.

M. Dowell suggested that T. Turner be asked the participation status of Sam Richman. L. Endelman agreed to contact Jonathan Arenberg to confirm his desire to continue as a participant.

The report accompanies these minutes.

**Financial Budget.** W. Royall went through his Treasurer's report. The report accompanies these minutes.

### ANSI OP Meeting Reports

**Optical Imperfections.** A. Krisiloff stated that ANSI/OEOSC OP1.002 is ready for release. A revision of this standard involving some of the tables with clarification of the notation is under way. The working draft will be ready for the upcoming May meetings in Rochester, NY.

**Optical Wavefront Measurement.** A. Krisiloff reported that during the meeting the previous day there was progress on both the statistically based and deterministic draft standards. P. Takacs presented his findings concerning notation found in other standards, and will use that information to develop the deterministic standard BSR/OEOSC OP1.004. C. Evans presented the results of the preparation of BSR/OEOSC OP1.005.

**Adoption of ISO 10110-1 and -10 as an American National Standard (ANS).** A. Krisiloff said that the US versions of these standards will be presented to the ASC OP committee for approval.

**One-Hour Briefing / Tutorial / Class.** A. Krisiloff described the One-Hour Briefing as a one-hour introduction to the full “scratch and dig” course. The purpose of the briefing will be expanded to act as advertisement for the activities of OEOSC in general to help motivate members of the optical industry to participate in the advancement of the standards development process.

**ANSI/OEOSC OP3.001, Optical Glass Class.** A. Krisiloff reported that the revision to the existing ANSI/OEOSC OP3.001 will also be presented to ISO as a draft international standard. The optical glass class is being developed to act as an advertisement for the standard and to bring in some revenue.

### Other Business

**OEOSC 2009 – 2010 Budget.** W. Royall presented the proposed 2009 – 2010 budget. This budget accompanies these minutes. L. Shuett moved that the budget be adopted, and W. Czajkowski seconded the motion. The motion passed unanimously.

**Appointment of Search Committee for New Executive Director/Secretary.** M. Dowell proposed that the Board postpone discussion of this item until a future meeting. M. Dowell, H. Johnson and A. Krisiloff will meet to propose a plan to reduce the load of the Executive Director.

**Report of Nominating Committee.** M. Dowell asked the Secretary to read the slate of candidates.

1. Hal Johnson agreed to resign his position as Director and stand as the candidate for Chairperson-Elect,
2. Gordon Boulton agreed to be a candidate for Director to fill H. Johnson’s second year.

M. Dowell asked for nominations from the floor. L. Endelman moved that the Nominating committee report be accepted. W. Czajkowski seconded the motion, which carried unanimously.

**Election of Officers and Directors.** A. Krisiloff moved to accept the slate of candidates. R. Plympton seconded the motion, which was unanimously accepted.

**OEOSC Corporate Resolution to Authorize Signatures on Bank Accounts.** The Secretary said that each time the Officers change, the signatures on the OEOSC checking account have to be changed. The signatures of the Treasurer, Secretary, Chairperson, Chairperson-Elect and the Past Chairperson have been recorded at the bank. Bank of America now asks that those who can sign checks go to the bank to complete the paper work. Since that would be difficult, the bank manager faxed the Secretary the sheet to be signed, and asked that copies of each person’s drivers license be collected for identity purposes. In addition they require that each person provide the last four digits of a valid credit card along with the type of card, its date of issue and expiration date. W. Czajkowski moved that only the Treasurer and Executive Director be authorized to sign checks. H. Johnson seconded the motion, which carried unanimously.

**Inspection Light Source for Inspection.** W. Royall reported that incandescent lights will be banned in 2012 both in Europe and the US. He asked that OEOSC approach the military to see what light source will replace the 40 W light bulb in optical inspection tests. A. Krisiloff said that he would include this in the agenda for the upcoming Picatinny meeting with the military.

### Next Meeting

1. A. Krisiloff moved that the Board next meet in San Francisco one year from this meeting. H. Johnson seconded the motion. The motion carried unanimously.

### Adjournment

As there was no further business to come before the Board, A. Krisiloff moved that the meeting be adjourned. L. Shuett seconded the motion. The meeting was adjourned at 4:19 p.m.