

Meeting Minutes

OEOSC Annual Board Meeting

Monday, February 4, 2019

Sutter Room, 5th Fl, Intercontinental Hotel, 888 Howard St., San Francisco, CA

CALL TO ORDER AT 3:45 PM PST

Jessica Nelson, Chairwoman, called the meeting to order.

WELCOME AND INTRODUCTIONS

Individual, Gordon Boulton	AMP Optics, Adam Phenis (Director)
Edmund Optics, Jay Nelson (Director)	Optimax, Rick Plympton (Treasurer)
APOMA, Walt Czajkowski	Triptar, Allen Krisiloff (Executive Director)
Optimax, Jessica Nelson (Chairwoman)	Optimax, Pat Augino
Triptar, Allen Krisiloff (Executive Director)	Savvy Optics, Dave Aikens
Leiner Optics, Dennis Leiner (Chair Elect)	

RECORDING SECRETARY

Adam P.

ADOPTION OF AGENDA

Motion by Rick P. Second by Dennis L. Passed 100%.

APPROVAL OF PREVIOUS MEETING MINUTES

Motion by Dennis L. Second by Adam P. Passed 100%.

ANNUAL REPORT OF THE EXECUTIVE DIRECTOR

Allen K. summarized the written Executive Director's report. Short discussion about AR/VR and the possibility of creating a new domestic task force for Microscopes and Endoscopes.

MEMBERSHIP REVIEW

NIST has not renewed its sponsorship level membership. Allen will follow-up with Leonard Hanssen and other NIST contacts. Several companies are in arrears with dues. Allen K. will pursue back payments.

Several companies were named as possible new members. Dave A. to contact Zygo. Rick will provide contacts at MLD, GA, Cymer, KLA, IDEX, and Raytheon.

CONFIRMATION OF SECRETARIES AND LEADERS OF ASCOP AND TAG

List of secretaries and leaders reviewed. TAG approved for 2019. Motion by Rick P. Second by Dennis L. No objections. ASCOP approved. Motion by Jay N. Second by Rick P. No objections.

ANNUAL FINANCIAL REPORTS

Financial report to be filed on the website with these minutes. \$4,200 loss attributed to NIST's decision to withdraw financial sponsorship. Dennis L would like to sell standards at his courses. Budget discussion resulted in approval of \$2K for travel to China in November.

It is the USA's turn to host SC1 meetings in 2020. Created a budget line for costs. Suggested locations are NIST Boulder, UofR, a hotel if needed.

Added budget item for ASC OP administrative assistance. Adjusted budget amounts and projecting negative income for 3 years running (2018, 2019, and 2020).

Dennis L. and Allen K. will revisit participation fee structure.

Motion to approve revised budget made by Rick P. Second by Dennis L. No objections.

TRAINING

Classes at O&P and Photonics West and 8 on-site courses conducted by Dave A. netted about \$10K.

OUTREACH

APOMA seminar at LLNL was very well received. A printed version of the MIL to ISO translator poster was distributed and well received. Jessica N. will talk to SPIE about copyright issues for re-distribution. Dave taught the 10110 class at UofR and will pursue UofA. Eric Herman asked to give an invited talk at OFT.

NEW AND OTHER BUSINESS

Optfab presents an opportunity for distribution of the poster and pamphlets about OEOSC. Timing is short. Jessica, Adam, Dave, Richie Youngworth, and Eric Herman will try to coordinate. Dave A. suggested the possibility of conducting an informal workshop of an hour or so in which individuals can show their MIL style drawings for conversion to ISO.

ANNUAL ELECTION

Slate of candidates accepted. Motion by Dennis L. Second by Adam P. No objections.

ADJOURNED AT 5:25 PM

Motion by Dennis L. Second by Adam P. No objections.