<div align="center">**ATMI BUSINESS MEETING – FALL 2013**</div>

1. **Welcome from President – Alex Ruthmann**
   a. Thank you to Executive Committee, 2013 Conference Chair, and Program Committee.
   b. Rick Dammers is Program Chair for 2014, introduction of 2014 program committee.
   c. Future locations:
      i. 2015: Indianapolis, IN, Nov. 5-7 2015
      ii. 2016: Santa Fe, NM, Oct. 27-29, 2016
      iii. 2017: San Antonio, TX, Oct. 26-28, 2017
   d. Keynote 2014 – Keith Sawyer – If you want to make suggestions for 2015 keynote, please let committee know.

2. **Old Business – approval of Fall 2012 Minutes.**
   a. Motion to Approve, and second (opposed, none)

3. **Treasurer – See Handout**
   a. Working on membership
   b. V.J. Manzo recruited for membership drive initiative
   c. Bring a friend next year.
   d. No Questions.
   e. Accepted Treasurer's Report (unanimous approval)

4. **Website – Barbara Murphy**
   a. New Site Address – http://atmimusic.com (also http://atmimusic.org)
   b. Membership expires at the end of each calendar year, or approximately January 3, 2014.
   c. JTML and JMTE available to members through the website, and ATMI members receive $49 institutional online subscription.
   d. Newsletter – need content – send to Barbara
   e. Explanation of reasons for multiple clicks in user content.

5. **SIG Reports and Organization**
   a. Last year there were designated moderators, but this year there were none.
   b. Keep them. Suggested Changes?
      i. People met even though there was no designated moderator.
      ii. Should there be formal structures on SIGs through ATMI?
         1. Some want connection through the ATMI website. Chair of SIG could keep things organized.
         2. Should each SIG have a webpage under ATMI?
            a. Some agreement with this.
            b. Why not a blog or discussion forum?
            c. Scott Lipscomb – In the previous website, there were discussion boards set up and, though there was some initial activity, it dwindled over time.
            d. Should this be an ATMI responsibility?
            e. Should we have an ATMI discussion board, not through Facebook?
            f. PLAN – Brian Shepherd volunteered to coordinate SIGs.

6. **Partnership with JTML – Scott Lipscomb (Ed.)**
   a. Vol 5 (1) – will be out in last 2013/early 2014, with Vol 5 (2) in 2014. The goal is to publish 1 per year
   b. Four papers approved for next issue, looking for 1-2 more
   c. JTML editor recognizes ATMI partnership; acknowledged in the Editor's Note at the beginning of Vol 5 (1). In addition, abstracts from ATMI also in JTML
   d. Online first? Once the editor and author have approved article, it can be pre-press posted on the ATMI site.

7. **First ATMI Regional Conference – Barbara and Brandon – See handout/brochure.**
   a. There are two sessions, hope to have 3-4 or more sessions.
   b. Notified presenters, etc.
   c. Very excited about the conference.

8. **NASM Technology Standards Work – Scott Phillips**
   a. Goal, to maintain technology standards.
   b. See this site for info: http://www.beyondsoundbook.com for info about this work.
   c. How might we progress on this?
   d. Suggestions were given – working with CMS and NASM in non-adversarial manner. Send email comments/suggestions to Scott Phillips.
   e. Intention is to continue this – if you're interested, contact Scott Phillips.
   f. Appreciation to Scott for his work.

9. **Proposed Update to Election Structure – Gena Greher**
   a. Might be better for the organization if we aligned election structure with CMS – past-President, President-elect, and President.
   b. Discussion
      i. Would require by-law change
      ii. What are the needs? Do we need this many officers?
          1. Kim – It is a two-year position, could be re-elected – causes 6-year commitment.
          2. Ad-hoc way of choosing program chairs.
          3. Treasurer/VP and President/Secretary and then appointed officers.
          4. David – CMS – 4-year commitment – President-elect 1 year, 2 years president, 1 year past-President and seems to work quite well. One of the biggest problems ATMI has is maintaining progress or making progress. Seems it could be useful.
          5. Sara – Like the idea of 4 versus 6 years. President elect does help with distribution of duties. When you're president, you can choose a project and finish it out.
          6. Sara – President-elect is (could be) the recruiter of the membership chair.
          7. Scott – Encourage everyone to throw their hat in the ring. A lot of times we sit back and let others do it, but more people should be involved. Encouraging participation.
          8. Motion to move in this direction –
             a. Scott Lipscomb – moved to adopt configuration for President similar to CMS structure (means it's a 4-year term) and look at job descriptions (current officers should draft).
                i. Gena seconded.
                ii. No opposed – passes.
             b. David – Move no consecutive terms for president.
                i. Scott seconded.
                ii. No opposed – passes.

10. **Keynote Process**
    a. Select and inform CMS.
    b. ATMI moving forward to having keynotes selected 2 years ahead.

11. **Member Discussion**
    a. CMS Symposium is looking for submissions for online distribution.
    b. Scott – motion/recommendation to have Alex to serve as past-president.

12. **Election Results**
    a. Secretary - Jane Kuehne
    b. President – Scott Lipscomb

13. ATMI Dinner at Summer Shack – 7:30 p.m. – directions

14. Thank you to Alex

15. Motion to Adjourn – motioned, seconded, no opposed, adjourned.