I. Election of New Board Members

The new members of the Coblentz Board of Managers are A. Lee Smith, Dow Corning Company, and James Stewart, Beckman Instruments. The Society is fortunate to obtain the services of these two well known and respected spectroscopists. The election of A. Lee Smith provides endorsement by the membership as a whole for the excellent work Lee has been doing on the Committee for Publishing Quantitative Analytical Methods. The Board Members whose terms have expired are E. R. Lippincott and J. C. Decius. The Society is grateful for their hard work and many services.

II. Minutes of the Coblentz Society Board of Managers Meeting, March 6, 1963, Hotel Penn Sheraton, Pittsburgh, Pennsylvania

The meeting was called to order by the President. The attendance was:

Board Members:  R. N. Jones, President
                V. A. Fassel
                L. E. Kuenzel
                E. R. Lippincott
                R. A. Friedel
                H. B. Kessler, Secretary-Treasurer

By invitation:   P. Sadler (part time)
                C. D. Smith
                W. J. Potts

A. Election of New Board Members. The President complimented the Nominating Committee on the excellent slate of candidates they had presented and observed that the election of more spectroscopists from industry would contribute towards a better balance on the Board of Managers.

B. Change in By-Laws. The schedule of elections stated in the By-Laws is arranged to fit with an Annual Meeting in June. In recent years, the meeting has been held in March. Consequently, the new members of the Board of Management cannot be inducted into office at the Annual Meeting. To correct this situation, the following changes in Article IV, Section 3, were approved by the Board for submission to the members at the Annual General Meeting.
These changes will permit election of new Board Members before the Annual Meeting and also permit a longer period for return of the ballots.

C. Ex-Officio Board Membership of the Past President. In order to retain greater continuity, the ex-officio membership term of the immediate Past President was extended from one to two years.

D. New Treasurer. The Secretary-Treasurer expressed the need to separate the offices of Secretary and Treasurer in order to provide better performance in both areas. The separation was approved, and Dr. W. J. Potts was elected as the new Treasurer of the Coblentz Society. Dr. H. B. Kessler will remain as Secretary.

E. Treasurer's Report

Beginning Balance - 3/1/62  
$ 786.34

Receipts

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Coblentz Spectra Royalties</td>
<td>5,050.00</td>
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<tr>
<td>Coblentz Monograph Sales</td>
<td>1,162.44</td>
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<tr>
<td>Dues</td>
<td>14.00</td>
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<tr>
<td>Other</td>
<td>248.04</td>
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<td>6,474.48</td>
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Expenses

<table>
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<th>Description</th>
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</thead>
<tbody>
<tr>
<td>Coblentz Spectra preparation</td>
<td>3,400.00</td>
</tr>
<tr>
<td>Microfilming of Spectra</td>
<td>156.10</td>
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<tr>
<td>General Expenses: includes</td>
<td>181.62</td>
</tr>
<tr>
<td>mailing and secretarial costs</td>
<td>3,737.72</td>
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<td></td>
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<tr>
<td>Balance on hand - 3/1/63</td>
<td>$ 3,523.10</td>
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</table>

Accounts Receivable  
116.55

Debts (due Perkin-Elmer Corp. for cost of monograph)  
1,691.50

Net Balance  
$ 1,948.15
F. Coblentz Memorial Prize and Lecture. The Board considered that some appropriate action should be taken to perpetuate the memory of Dr. Coblentz' contribution to chemical spectroscopy, and the proposal was advanced that this might take the form of a prize that could be awarded at suitable intervals for outstanding work by a younger spectroscopist. A committee consisting of V. A. Fassel, E. R. Lippincott, and the President was appointed to examine this proposal and make recommendations.

It was also agreed that at the next Pittsburgh Conference, the Coblentz Society's sponsored Symposium might be replaced by a Coblentz Memorial Lecture to be given by an eminent spectroscopist under the joint auspices of the Coblentz Society and the Pittsburgh Conference Committee.

G. Coblentz Spectra. Clara Smith reported that the third set of 1,000 spectra is in final preparation and will be published by July. With the commitments she has received from members at the Conference, she can complete the third set and begin the fourth set of 1,000. Clara again extended the thanks of the Society to the individuals contributing standard spectra. However, she commented that the entire effort is supported by the contributions from very few laboratories. Continued success of the program will require a greater effort by more individuals.

H. Cooperation with SAS. The coordination of the activities of the Coblentz Society with the Society for Applied Spectroscopy was discussed, and R. N. Jones was appointed official representative of the Coblentz Society in coordinating actions of the Coblentz Society and the SAS.

I. Coordination of Standard Spectra Collections. The Japanese Infrared Data Committee has established a system for collecting and filing infrared spectra measured in Japan that has several features in common with the Coblentz Society's Spectral Data Collection. The operation of the Japanese system was described by Philip Sadtler, and the possibility of an interchange of spectral data between the Japanese organization and the Coblentz Society was discussed. It was agreed that spectroscopists could only benefit from a free exchange of spectral data among the various organizations active in this field. It would be necessary, however, that the non-profit making status of the Coblentz Society should be protected if any such arrangements were entered into and also that the anonymity of our contributors should be preserved. It was recommended that the President should explore the possibilities of closer collaboration with the Japanese Infrared Data Committee and report back to the Board at a later meeting.
III. Minutes of the Annual General Meeting, March 7, 1963

The meeting was called to order by the President shortly after 8:00 p.m. Approximately 70 members attended the meeting. The President spoke of the loss to spectroscopy caused by the death of W. W. Coblentz on September 15, 1962, and briefly reviewed some of the contributions made by Coblentz to the advance of infrared spectroscopy.

Reports were made of actions by the Board of Managers and the committee reports already recorded in detail in the Minutes of the Coblentz Society Board of Managers Meeting. The motion to change the By-Laws to alter the date of the election was unanimously approved by the membership.

The President extended the thanks of the Society to the two retiring Board Members, J. C. Decius and E. R. Lippincott. He particularly praised E. R. Lippincott for his valuable contribution in preparing a paper in defense of the use of infrared spectra as evidence in patent applications. The paper was given at the March, 1963, meeting of the American Chemical Society and will be published in the Journal of the Patent Office. The President pointed out that this was an example of the type of function that the Society is well suited to perform within the limitations of a small organization.

There was a considerable discussion of the proposal for the Coblentz Award and Lecture. The President reported that the Pittsburgh Conference Committee had endorsed the proposal for an invited lecturer next year and requested that suggestions concerning the speaker be sent to him at the National Research Council, Ottawa, Canada.

L. E. Kuenzel discussed the new "Molecular-Formula List of Compounds, Names, and References to Published Infrared Spectra - STP 331." This new ASTM publication includes the reference to 43,500 spectra, including approximately 1000 spectra of inorganic materials. An ASTM bulletin is attached for your convenience. In response to questions from the floor, Les commented that the book permitted the spectroscopist to utilize the ASTM IBM Index without the need for either the cards or sorting equipment. All pertinent codes used in the book are explained so that it is not necessary to purchase a separate book to decipher the codes.

A. Lee Smith reported on the status of the Analytical Methods which are published in Applied Spectroscopy. Six methods were published last year, and two have been published so far this year. He has only eight methods in process and requested that members contribute more of their methods. An index of the methods published to date has been compiled and will be published during the coming year.
IV. Coblentz Memorial Prize Committee Report

The Committee appointed to report on the prize award has submitted a set of recommendations that have now been approved by the Board of Management, and a copy is attached as an appendix to this mailing. An Award Committee has been appointed, and it is hoped that the first prize will be awarded at Pittsburgh next March. The Committee is anxious to receive suggestions concerning suitable candidates. It is preferable that such nominations be accompanied by letters of support from at least three members. They should be sent to Dr. R. N. Jones at the National Research Council of Canada, Ottawa. Note the requirement that the candidate must not have passed his 36th birthday by December 31, 1963. He need not be a member of the Coblentz Society.

The arrangements for the Memorial Lecture next March are well in hand, and Sir Gordon Sutherland, F.R.S., Director of the National Physical Laboratory, Teddington, England, has kindly accepted the invitation to give the address. Short papers by invited speakers will complete the afternoon program.

V. Late Bulletin - Spectral Collection Program

James Thompson of Inland Manufacturing Division of General Motors, Dayton, Ohio, has resigned from his post as Assistant Chairman of the Regional Collectors of the Coblentz Society Spectral Collection Program. A promotion to Section Head of the Paints, Coatings and Adhesive Laboratory necessitated decreased infrared activities.

The Coblentz Society wishes to express its gratitude to Jim for his valuable contributions to the Spectral Collection Program. The title he held does not do justice to the extent of his efforts. We hope that Jim will continue his active interest in spectroscopy, particularly in the area of data retrieval where his contributions have also been outstanding.

Correspondence concerning the Coblentz Spectral Data Collection Program should be sent to Dr. George Rappaport, Inland Manufacturing Division of General Motors, Dayton, Ohio, or to Dr. Clara Smith, Box 108, RD 2, Cranbury, New Jersey.