



AOAC Research Institute  
Board of Directors  
Conference Call  
January 26, 2012

---

**RI Board of Directors in Attendance**

Adrian Burns, *US EPA - Chair & Volunteer Treasurer*  
Socrates Trujillo, *US FDA – Vice Chair*  
Jim Bradford, *AOAC – Secretary/Treasurer*  
DeAnn Benesh, *3M*  
Christopher Blake, *Nestlé*  
Mark Coleman, *Elanco*  
Paul in't Veld, *Netherlands VWA*

**RI Board Members Absent**

Joe Boison, *CFIA*

**AOAC Staff**

Deborah McKenzie  
Krystyna Mclver  
Joyce Schumacher

---

**I. Introductions**

This meeting of the AOAC Research Institute was called to order at 10:04 am EST by the presiding chair, Adrian Burns. A quorum was identified based on the presence of the above members.

**II. Draft Agenda**

Item 1.5 – RI Board of Directors March Meeting was added to the agenda.

**Motion:** Benesh/Blake moved/seconded approval of the agenda as revised.

**Vote:** *PASSED UNANIMOUSLY*

**III. Minutes from Annual Meeting**

Chairman Burns presented the December 2, 2011 DRAFT Board of Directors meeting minutes for review.

**Motion:** Trujillo/Benesh moved/seconded approval of the December 2, 2011 RI Board of Directors Meeting minutes as presented.

**Vote:** *PASSED UNANIMOUSLY*

The RI Board of Directors, by acclamation, supports representation by AOAC staff at professional meetings when appropriate and affordable.

**IV. RI Financial Update**

Chief Financial Officer, Joyce Schumacher provided an update on the RI financial position as of November 30, 2011.

**Action Item:** McKenzie to provide retention rate of renewed PTM certifications for February teleconference.

**V. ISPAM Update**

Mclver updated Board members on the ISPAM ongoing activities.

VI. **AOAC RI Conformity Assessment Program Update**

McKenzie gave a status briefing on ongoing activities in the PTM program.

VII. **RI Board of Directors March In-Person Meeting**

Proposed meeting on Monday, March 19, 2012.

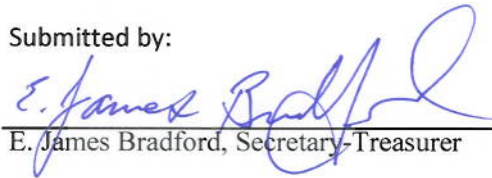
**Action Item:** AOAC Staff will arrange time and location for the meeting.

VIII. **Adjournment**

**Motion:** Coleman/Trujillo moved/seconded adjournment of this meeting of the RI Board of Directors at 10:56 am EST on January 26, 2012.

**Vote:** PASSED UNANIMOUSLY

Submitted by:

  
E. James Bradford, Secretary-Treasurer

2/23/12  
Date

**Approved by the RI Board of Directors:**

APPROVED BY THE RI BOARD OF DIRECTORS ON THURSDAY, FEBRUARY 23, 2012.