

INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING
TECHNICAL UNIVERSITY - BUILDING 352 - DK-2800 LYNGBY - DENMARK

M I N U T E S

of the sixth meeting of the Board of
INTERNATIONAL/INCE, held in Miami on
6th December, 1980

<u>Members present:</u>	P.K. Baade, F. Ingerslev, John J. Johnson, W.W. Lang, T. Nimura
<u>Members absent:</u>	S. Czarnecki, J. Mattei, E. Rathe
<u>Observers present:</u>	A. Cops, H. Myncke
<u>Observers absent:</u>	F. Kolmer

Agenda

The Draft Agenda I.I. 62/80 was circulated on 15th October, 1980.

1. Opening of the meeting
2. Approval of the Draft Agenda
3. Report by the President on the activities of INTERNATIONAL/INCE
4. Report by the Finance Committee
5. Approval of the audited accounts for the fiscal year 1979
6. Budget for 1980
7. Report by the Editorial Committee
8. Discussion on the Newsletters
9. Report by a representative of INTER-NOISE 80
10. Report by a representative of INTER-NOISE 81
11. Discussion on future INTER-NOISE Conferences
 - a) INTER-NOISE 82 - San Francisco 16th-19th May 1982
 - b) INTER-NOISE 83 - England 13th-15th July 1983?
 - c) INTER-NOISE 84 - Honolulu December 1984?

12. Other items

13. Closing of the meeting

Minutes

1. The meeting was opened by the President.

2. The Draft Agenda was approved.

3. The President provided a list of Acoustical Societies and presented the state of affairs as per 1st November, 1980, with

./. regard to Membership of I/INCE, see Appendix A. During 1980

./. the following countries joined I/INCE: China, Finland (after the list was prepared, see Appendix B), Romania, Sweden, and

./. United Kingdom. The Bond voor Materialenkennis joined as Sustaining Member (after the list was prepared). The membership

./. certificate is enclosed as Appendix C.

The President informed the Board that the transfer of the secretariat from Eric Rathe to H. Myncke will take place by the end of the year. A. Cops will be the Editor of the Newsletter.

4. J. Johnson informed the Board about the results of the deliberations of the Finance Committee. The report written is attached

./. as Appendix D. The President expressed his thanks to the

Finance Committee. J. Johnson prepared a description of the duties of the Treasurer. This description was prepared during

./. INTER-NOISE 80 and is attached as Appendix E.

5. The President has not received the audited accounts for 1979, and in the absence of the Secretary-General no discussion could take place on this item of the Agenda. The audited accounts will be submitted for approval by a ballot letter when received.

6. The budget for 1981 - and not 1980 as stated in the Agenda - could not be discussed due to lack of information.

The new Secretary-General and the President will in due time prepare the budget for 1981.

7. Bill Land informed the Board about the results of the deliberations of the Editorial Committee. The report written is attached

./. as Appendix F.

8. A discussion took place concerning activating the correspondents to the Newsletter. A list of the correspondents is attached as

./. Appendix G.

9. George Maling gave a short report on INTER-NOISE 80. The organizing work was proceeding smoothly. 600 participants were foreseen.
10. A. Cops gave a short report on INTER-NOISE 81, and questions from the Board Members were answered.
11. No discussion took place on the future INTER-NOISE Conferences in 82, 83, and 84.

The President informed the Board about an offer to organize
 ././././ INTER-NOISE 85 received from Germany, see Appendix H and I.
 This offer was registered with thanks. The Board will not take any action until in 1981/82. It was, however, noted that the INTER-NOISE Conferences in 77, 79, 81, and 83 were or will be held in Europe. The Board may therefore wish to discuss to place INTER-NOISE 85 at another continent in 1985.

12. The President proposed that the Board consider to introduce a new category of Board Members, i.e. Director Emerities.

A Board Member, representing an INTER-NOISE Conference held outside the US, will remain on the Board when he retires as an ordinary Board Member.

A Director Emeritus shall be a personal member, and he has no right to vote. Furthermore he cannot be represented by a substitute at the Board meetings.

This proposal will be discussed at the next meeting of the Board. If accepted by the Board an amendment to the BYLAWS must be approved before the new category of membership of the Board can be introduced.

././ The President had received a letter from J.B. Large concerning a meeting held a year ago in Leuven. The object of the meeting was to compare the teaching in acoustics at various European universities, see Appendix J. Large raised the question whether I/INCE would wish to join future meetings concerning this question.

The Board felt that the subject is at the limit of the activities of I/INCE although a few members had a personal interest in the subject. It was therefore decided that I/INCE should not commit itself for the time being.

The President informed the meeting that P. Baade will resign at the end of the year as a member of the Board. The President was requested to send a letter to P. Baade expressing the thanks of the Board for his valuable contributions to the activities of I/INCE.

13. The President thanked the members and the observers for being present and closed the meeting.

Fritz Ingerslev

STATE OF AFFAIRS
with regard to
MEMBERSHIP OF I/INCE
1. November 1980

Country	Liaison	State of affairs
Argentina	Ingerslev	Latest Correspondance. September 1977. Information sent.
Australia		Member (1. May 1976)
Austria	Ingerslev	Latest Correspondance. October 1978. Information sent.
Belgium		Member (1. January 1979)
Bulgaria	Ingerslev	Latest Correspondance. January 1978 Information sent. No answer received.
Canada		Member (1. April 1978)
China		Member (1. October 1980)
Czechoslovakia	Ingerslev	Latest Correspondance. October 1978 Application not possible at present
Denmark		Member (1. March 1975)
Finland		Letter sent September 1980
France (Mr. Francois)	Lang/Ingerslev	Language concern expressed in April 1978. Reply October 1978.
GALA	Ingerslev	Latest Correspondance. January 1979 Information sent.
Germany VDI-Kommission Lärminderung		Member (1. March 1976)
Greece (Mr. E.M.M.Tzekakis)	Ingerslev	Material given in Dubrovnik September 1979
Hungary		Member (1. September 1978)
India (Prof. Rao)		Refusal at the present moment due to financial reasons
Iran (Liaghati)	Ingerslev	Material given in Dubrovnik September 1979
Isreal (Dr. Marinov)	Ingerslev	Correspondance, but Isreal has not yet an acoustical society
Italy	Ingerslev	Latest Correspondance. January 1978 Information sent. No answer received.

Country	Liaison	State of affairs
Japan ASJ		Member (1. September 1975)
Japan INCE		Member (1. November 1976)
Netherlands		Member (1. April 1977)
Netherlands Bond voor Materialenkennis		Invited to be a sustaining member August 1979
New Zealand		Latest contact during a visit to New Zealand July 1980
Norway		Member (1. May 1975)
Poland		Member (1. April 1977)
Romania		Member (1. February 1980)
South Africa		Member (1. April 1976)
Spain (Prof. Lare)	Ingerslev	Letter send September 1980
Sweden		Member (1. March 1980)
Switzerland		Member (1. October 1975)
United Arabic Republic (Dr. Mokhtar)	Ingerslev	Latest correspondance 1975 No answer received
United Kingdom		Member (1. March 1980)
United Kingdom Institution of Mechanical Engineers	Crocker/Ingerslev	Latest correspondance July 1976 Information sent.
United Kingdom Association of Noise Consultants		Latest correspondance September 1978 New BYLAWS sent.
United Kingdom Institute of Sound and Vibration Research	Ingerslev	Latest correspondance September 1978 New BYLAWS sent. No answer received.
U.S.A. ASA		Member (1. January 1976)
U.S.A. INCE		Member (1. March 1975)
U.S.S.R. Scientific Council on Acoustics	Ingerslev/Lang	Latest correspondance August 1977 No answer received.
Youguslavia	Ingerslev	Latest correspondance October 1979 Information sent. No answer received.

INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING
TECHNICAL UNIVERSITY - BUILDING 352 - DK-2800 LYNGBY - DENMARK

13th January 1981
I.I. 7/81
FI/gs

The Acoustical Society of Finland
c/o Mr. fil.kand. Jukka Starck
Institutet för Arbetshygien
Bredängsvägen 1
SF-01620 Vantaa 62
Finland

Dear Sirs,

It is a great pleasure for me to inform you that

ACOUSTICAL SOCIETY OF FINLAND

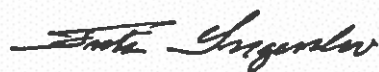
has been elected a member of the

INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING.

The membership is effective as from 1st January, 1981.

The Board of Directors is looking forward to an important
collaboration with the purpose of promoting the work of the
Institute.

Yours sincerely,



Fritz Ingerslev

President

INTERNATIONAL/INCE

INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING
TECHNICAL UNIVERSITY - BUILDING 352 - DK-2800 LYNGBY - DENMARK

3rd November, 1980
I.I. 65/80
FI/lm

Bond Voor Materialenkennis
Postbus 17321
2502 CH
's Gravenhage
NETHERLANDS

Dear Sirs,

It is a great pleasure for me to inform you that

THE BOND VOOR MATERIALENKENNIS

has been elected a sustaining member of the

INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING

The membership is effective as from 1st November, 1980.

Yours sincerely,



Fritz Ingerslev
President
INTERNATIONAL/INCE

THE PENNSYLVANIA STATE UNIVERSITY
INSTITUTE FOR SCIENCE AND ENGINEERING
APPLIED RESEARCH LABORATORY

ADDRESS REPLY TO:
OFFICE OF THE DIRECTOR
APPLIED RESEARCH LABORATORY
P. O. BOX 30
STATE COLLEGE PENNSYLVANIA 16801

28 January 1980

Professor Fritz Ingerslev
International Institute of
Noise Control Engineering
Technical University
Building 352
DK-2800
Lyngby, Denmark

Dear Professor Ingerslev:

The purpose of this letter is to record findings and views of the ad hoc I/INCE Finance Committee. Due to geographic separation and distribution, the Finance Committee (J. C. Johnson and J. Mattei) has resorted to telephone conferences for their meetings and an on-site visit to the I/INCE Secretary-General was made by J. Mattei.

Both committee members have held personal interviews with the current Secretary-General and both received reports that this Secretary-General will be unable to provide the services of the past in a satisfactory manner without financial remuneration. It was also learned that a number of the member societies of I/INCE were arrear in their dues. These combined conditions result in the conclusion that it will not be possible to continue the existing arrangement for the Secretary-General's office services. It would be expected that the approximate balance of 3,000 Swiss marks would be exhausted within three years.

The Finance Committee recommends the following considerations:

- (1) the I/INCE bank account should have open and complete reporting to the President and both the President and the Secretary-General should have authorized signatures for this account;
- (2) it may be best to select a Secretary-General who has the support of a larger organization such that the functions currently being carried out by that office can be provided without cost to I/INCE for the services rendered and the meeting participation required;
- (3) editing and operation of the newsletter might be moved to another location separate from the Secretary-General in order to move the costs associated therewith (this

Professor Fritz Ingerslev
28 January 1980

Page 2

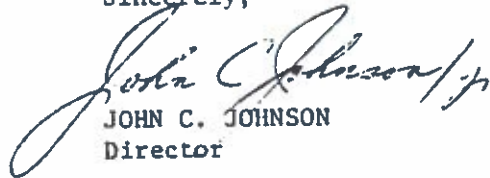
still leaves the matter of costs for attendance of the Secretary-General to meetings an open question); and

- (4) all member societies should be expected to keep their dues paid in order to enjoy the privileges of membership and representation (any exception from this should be granted only by the Board of Directors).

Oral communications to the President have provided additional information regarding the background and alternatives relating to the above considerations. Unless further requests are received from the President, should the Finance Committee now consider its assignment complete?

Thank you for the opportunity to offer this report.

Sincerely,



JOHN C. JOHNSON
Director

JCJ:bjh

cc: J. Mattei

THE TREASURER

The duties of the Treasurer include the general supervision of the fiscal affairs of the International Institute of Noise Control Engineering. In addition, he is responsible for collection and disbursement of funds and for keeping records and reporting of these and all financial affairs for the Institute to the Board of Directors.

In carrying out this general charge the Treasurer shall:

1. With the consent of the Board of Directors establish needed investment and banking accounts with a reputable internationally recognized banking firm. Both the President and Treasurer shall hold authorized signatures with the selected firm.
2. Ensure that all payments made are in accordance with proper invoices for authorized expenditures.
3. Prepare and execute checks with authorized signature for payment of bonafide encumbrances.
4. Ensure that no checks are issued without covering funds in the I/INCE checking account.
5. Ensure preparation of annual budget for presentation and approval by the Board of Directors.
6. Prepare annual financial reports, including a balance sheet and a cash flow statement, for approval by the Board of Directors and such other financial management reports as may be requested by the President.
7. Prepare and present the membership dues invoices to members in January of each year (observe that certain member societies have special arrangements regarding payment of dues).
8. Maintain needed communications with other Officers and constituents to assure smooth operation and understanding regarding financial affairs of the Institute.
9. Perform such other duties as may be related to the general charge of I/INCE bylaws or corporate officers.



INSTITUTE OF NOISE CONTROL ENGINEERING

of the United States of America, Incorporated

P.O. Box 3206 Arlington Branch
Poughkeepsie, NY 12603

1980 June 20

Professor Fritz Ingerslev
President, International INCE
Technical University - Bldg. 352
DK-2800 Lyngby
DENMARK

Dear Fritz,

You will recall that at the last meeting of the International INCE Board of Directors in Warsaw, you appointed an Editorial Committee consisting of the undersigned as chairman and Professors Czarnecki and Nimura as members. The Editorial Committee has prepared a questionnaire which was sent to all of the International INCE member societies. Eight responses have been received to date. In addition, the questionnaire was circulated informally to nine members of the Board of Directors of INCE/USA. The purpose of this letter is to summarize the responses that have been received up to now on the questionnaire. Please refer to the sample questionnaire enclosed for the questions.

Question Number 1. All respondents had received and studied a recent issue of the I/INCE Newsletter.

Questions Number 2 and 3. If we consider these two questions together, we see that the average response would lie between "of little value" and "of some value". There were a few responses which expressed the opinion that the Newsletter was of more value than that recorded for the average response.

Question Number 4. It appears that 4 times a year is the frequency of publication that was preferred by most.

Question Number 5. A total of ⁷~~six~~ respondents were satisfied with the current contents, but ten were dissatisfied.

Question Number 6. On the attached summary, only the responses from the International INCE member societies are listed for Question 6, 7 and 8. It is clear that a calendar of international and national meetings would be useful and there was also interest in the publication of national laws and regulations. Under "other" was mentioned: brief notes from abroad, information on standards, and titles of PhD theses.

Question Number 7. The methods of dissemination varied, but most of the member societies were taking steps to insure that the copies were circulated to those having the greatest interest in the subject matter.

Question Number 8. Five member societies do issue a periodical; three do not. Publication rate ranges from monthly to annually. All five publications contain national or international news on noise control engineering.

In summary, it is clear that the majority of respondents felt that the editorial content of the Newsletter could be improved. In the opinion of the chairman of the Editorial Committee, some of the additions as suggested in Question Number 6 of the questionnaire would significantly increase interest in the Newsletter. The Editor of the Newsletter is to be complimented on the very fine job that he has done up to now; it is suggested that with a small enlargement of the editorial content, interest in the Newsletter would be significantly increased and its value to the reader would be enhanced.

I look forward to discussions of matters related to the Newsletter at the next meeting of the International INCE Board of Directors.

Most cordially,



William W. Lang, Chairman
I/INCE Editorial Committee

Enclosure

cc: I/INCE Board of Directors

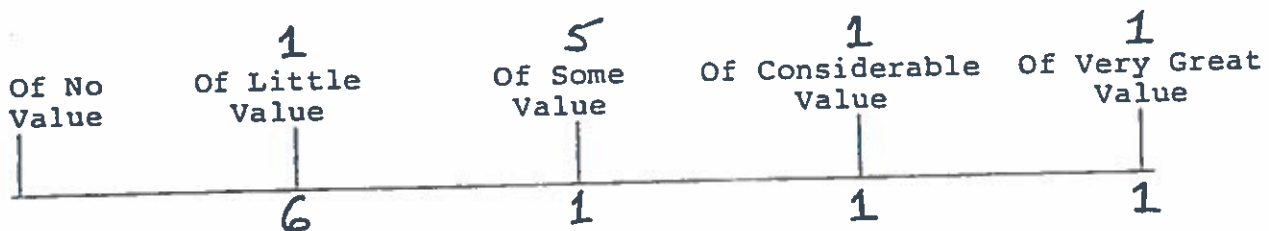
QUESTIONNAIRE CONCERNING I/INCE NEWSLETTER

The purpose of this questionnaire is to obtain information which will assist the I/INCE Board of Directors to make the Newsletter as useful as possible to the individual members of the I/INCE societies and to make it particularly helpful to those who do not have access to large libraries. The I/INCE Newsletter should present items of common interest to all noise control engineers. Please check the appropriate entries and write on the reverse side of this sheet.

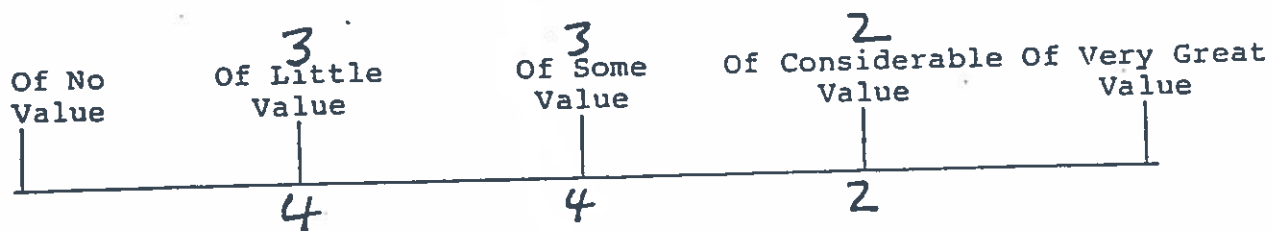
- Have you received and studied issue No. 15 of the I/INCE Newsletter?

I/INCE MEMBER SOCIETIES \rightarrow Yes 8 No 0
 I/INCE/USA DIRECTORS \rightarrow 9

- Did you find this issue to be useful to you personally?



- How would you rate the value of issue No. 15 to the members of your society?



- How often do you feel that the International INCE Newsletter should be published?

<u>1</u> Once/year	<u>1</u> Twice/yr	<u>6</u> 4 times/yr	<u>6</u> times/yr
<u>1</u>	<u>1</u>	<u>6</u>	<u>1</u>

5. Are you generally satisfied with the current contents of the Newsletter (i.e., issue No. 15)?

Yes 4
3

No 4
6

INCE 6.
SPONSSES
JLY
↓

If not, what additional material would you like to see included in the Newsletter? Please check below all that apply.

- 7 Calendar of international and national meetings
5 National laws and regulations (in languages as published)
3 Summaries of I/INCE Board and General Assembly meetings
3 Book reviews
4 Listing of new books available
3 Other (Please describe in detail)

7. How does your society disseminate copies of the Newsletter to its members?

8. Does your society issue a periodical?

Yes 5

No 3

If yes, how often is it issued?

Does it contain national or international news on noise control engineering?

Yes 5

No 1

Please return this form to:

William W. Lang (Chairman, I/INCE Editorial Committee)
INCE/USA
P.O. Box 3206 Arlington Branch
Poughkeepsie, NY 12603
U.S.A.

INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING

TECHNICAL UNIVERSITY - BUILDING 352 - DK-2800 LYNGBY - DENMARK

26th January, 1981

I.I. 10/81

FI/sn

CIRCULAR LETTER NO. 63

To the members of the Board

Item 5 on the Agenda for the Sixth Meeting of the Board of INTERNATIONAL/INCE was

"Approval of the audited account for the fiscal year 1979".

The Board could not treat this items because the Secretary-General did not arrive before the day after the meeting of the Board.

In conjunction with the discussion in Miami concerning the transfer of the Secretariat from Eric Rathe to H.Myncke, Eric Rathe gave the following material to the President:

- ./.
- 1. Report for the year 1979 by the Secretary-General
- ./.
- 2. Erfolgsrechnung 1979
- ./.
- 3. Bilanz per 31 December 1979
- ./.
- 4. Auditors Report

The Secretary-General explained that "Honorare" 1200 Swiss Francs is the honoraries to the Secretary-General and "Reisespesen" 868 Swiss Francs cover the expenses in connection with the Secretary-Generals travel to INTERNOISE 79 in Warsaw.

- ./.
- The President recommend the approval of the audited account for 1979. A Ballot Paper is enclosed. You are requested to sign the Ballot Paper and return it to me if you can approve the audited account.

Eric Rathe agreed to close the account for 1980 by 31st December. The audited account for 1980 will be forwarded to me by 31st January 1981.

Professor Myncke has opened an account by 1st January 1981 and take over the accounting from that date.

Yours sincerely


Fritz Ingerslev

REPORT FOR THE YEAR 1979 BY THE SECRETARY-GENERAL

In the year 1979 the Newsletters 13, 14, 15 and 16 were published. All member societies paid their membership contribution. I/INCE again received a very substantial support from INTER-NOISE 77 (Zürich), amounting to SFr. 3'742.35. Since only two of the Newsletters were billed in 1979, the year ends with a gain of Fr. 2'121.90 and a capital of Fr. 9'471.80. The printing costs were kept low by the aid of INCE/Japan and printing in Japan.

The total contributions by INTER-NOISE 77 (Zürich) now amount to SFr. 28'631.25.

S. J. Kall

3 December 1980

INTERNATIONAL INSTITUTE
OF NOISE CONTROL ENGINEERING
8332 Russikon

ERFOLGSRECHNUNG 1979

ERLOESE:

Mitgliederbeiträge	Fr.	3'500.--
Newsletter Abonnemente		140.--
Verkauf INTERNOISE 77		3'742.35
Zinsen		162.85

AUFWAENDE

Druck Newsletter 13 + 14	Fr.	2'724.15
Honorare		1'200.--
Reisespesen		868.--
Büro, Verwaltung, Porti		564.80
Bankspesen		66.35

Gewinn 1979 2'121.90

Fr.	7'545.20	7'545.20
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Im Sinne einer Vereinfachung wurde 1979 dazu übergegangen,
dass eine Einnahmen- und Ausgabenrechnung geführt wurde,
welche gewisse Erfolgspositionen per 1979 nicht enthält,
sondern erst in der Rechnung 1980 erscheinen werden.

Winkler, den 2.12.1980

A. Müller

Russikon, den 2.12.80

E. J. Käthli

INTERNATIONAL INSTITUTE
OF NOISE CONTROL ENGINEERING
8332 Russikon

Bilanz per 31. Dezember 1979

AKTIVEN

Bank	8871.80
Postcheck	600.00

PASSIVEN

Eigenkapital laut Rechnung 1978	7349.90
Gewinn	2121 90
	<hr/>
	9471.80 9471 80
	=====

Im Sinne einer Vereinfachung wurde 1979 dazu übergegangen,
dass eine Einnahmen- und Ausgabenrechnung geführt wurde,
welche gewisse Erfolgspositionen per 1979 nicht enthält,
sondern erst in der Rechnung 1980 erscheinen werden.

Winterthur, den 2. 12. 1980

Russikon - den 2. 12. 80

E. J. Kuhn

A. Kuller

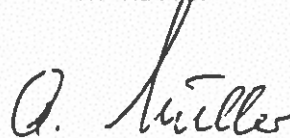
AUDITORS REPORT

We have examined the consolidated balance sheets of the International Institute of Noise Control Engineering for the period of 1979 and the related statements of operations and retained earnings and changes in financial position for the year then ended. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the aforementioned statements present fairly the financial position of the International Institute of Noise Control Engineering, and the results of its operations and the changes in its financial position for the year then ended in conformity with the generally accepted accounting principles applied on a consistent basis.

Winterthur, 2 December 1980

A. Müller

A handwritten signature in cursive script, appearing to read 'A. Müller', written in dark ink.

Auditor of the Swiss Acoustical Society