

**AMERICAN COKE AND COAL CHEMICALS INSTITUTE  
MINUTES OF THE CONFERENCE CALL  
OF THE BOARD OF DIRECTORS  
TO DISCUSS A BUDGET PROPOSAL FOR 2020**

**Wednesday, December 11, 2019  
2:00 PM EST**

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**I. CALL TO ORDER**

Board Chairman Rob Carlin called the conference call to order at 2:05 PM EST.

**II. THOSE PRESENT**

**A. Introductions**

Those present introduced themselves. The following were present:

**Directors**

Rob Carlin, Chairman	DTE Energy Services
Dean Bishop, Vice Chairman	ABC Coke
Jeff Wozek, Secretary-Treasurer	SunCoke Energy
Dickie Owens	ABC Coke
Dave Schoen	Koppers, Inc.
Matt Kraeuter	ThyssenKrupp Industrial Solutions
Mike Rhoads	U. S. Steel

**Staff**

David Ailor	President
Jan Deitch (via telephone)	Director of Administration
David Menotti	General Counsel

**III. APPROVAL OF 2020 BUDGET**

Chairman Carlin reported that he had developed a budget proposal for ACCCI's 2020 Fiscal Year, which begins January 1, 2020. The proposal, a ".pdf" of which Mr. Ailor had circulated to the Board via e-mail on December 5, is essentially balanced and includes no increase in annual dues for any membership category. Chairman Carlin noted that the proposal did not accommodate the budget recommendations of the MESH Committee's Coalitions Subcommittee on associations and regulatory-focused coalitions of which ACCCI should be a member during 2020 (which Mr. Ailor had included with his December 5, e-mail), calling for \$45,000 in expenditures, because ACCCI could only afford \$20,000] and still balance the budget. It was MOVED and SECONDED to approve the 2020 budget. MOTION PASSED. Chairman Carlin directed that the MESH Committee Coalitions Subcommittee advise the Board on how the amount included in the Budget for Coalition expenditures should be allocated.

Mr. Rhoads, who also serves as the Chairman of ACCCI's MESH Committee, commented that thought should be given to ways to bring in more money to ACCCI, which might lessen the need to make such cuts. He suggested that, as the Board member that represents Integrated Coke Producers,

he could reach out to representatives of the two Integrated Coke Producers not represented on the Board – AK Steel and ArcelorMittal – to see if they would entertain joining USS in each receiving a seat on the Board in exchange for higher annual dues. All present supported this concept, thinking that it could not only bring in more money to ACCCI, but also increase the participation of the integrated sector in ACCCI events, including the Annual Meetings. Following a full discussion, it was **MOVED** and **SECONDED** to form a Board task force of Mr. Rhoads (Chair), Mr. Bishop and Mr. Schoen to approach the managements of all three Integrated Coke Producers - AK Steel, ArcelorMittal and USS - with an offer of one seat on the Board in exchange for annual dues of \$25,000 (i.e., ½ of the \$50,000 annual dues currently assessed Merchant Coke Producers). **MOTION PASSED.**

Then, Mr. Schoen, as the Board member that represents Tar Distillers, made a suggestion relative to that membership category's representation on the Board. Specifically, he could reach out to a representative of the other large tar distiller in the ACCCI membership – Ruetgers – to see if that company would be interested in joining Koppers on the Board, on the basis of the large amount of tar it distills annually. All present supported this concept, thinking that it could increase the number of companies participating in ACCCI events, including the Annual Meetings. Following a full discussion, it was **MOVED** and **SECONDED** to form another Board task force of Mr. Schoen (Chair) and Mr. Bishop to approach the management of Ruetgers with an offer of one seat on the Board, in recognition of the large amount of tar it distills annually. **MOTION PASSED.**

Both task forces are to report their findings to the Board during the Board's Spring 2020 Meeting on Thursday, April 23, 2020, at the Westin Hilton Head Island Resort & Spa on Hilton Head Island, SC.

Finally, Mr. Ailor noted that, with the approved budget for 2020 providing no funds for bringing in outside speakers for the 2020 Annual Meeting, thought should be given to seeking speakers from those who might be planning to attend the Annual Meeting. Three outside speakers have historically spoken at the Annual meetings. Mr. Bishop, who is the Program Chair for the 2020 Annual Meeting, and Mr. Rhoads volunteered to serve on a Program Task Force to develop a Program inclusive of speakers for the Annual Meeting. Mr. Ailor, who offered to assist in the effort, noted that the Task Force needs to complete the Program by the end of January 2020 because, in early February, ACCCI will be providing the membership with a Meeting Notice inclusive of the Program, towards members making plans to attend.

#### **IV. DISCUSSION/DECISION ON ERP COKE/BLUESTONE COKE'S FAILURE TO PAY ITS 2019 ANNUAL DUES**

Mr. Ailor reported that, on November 12, 2019, at the direction of the Board, he had sent Don Wiggins, one of the two Board members for ERP Coke/Bluestone Coke, an e-mail demanding payment of the company's 2019 Annual Dues within 30 calendar days. The 30-day deadline for payment is Thursday, December 12, or the day after today's Board call, and ACCCI has received no response or payment whatsoever. Mr. Ailor asked how the Board wanted to proceed.

Mr. Carlin directed Mr. Ailor to circulate a Doodle poll to the Board, towards the Board having a call during the second or third week of January 2020 to discuss/decide on the matter. Mr. Ailor said he would do so.

#### **V. ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:55 PM EST.

Respectfully submitted,

/s/  
David C. Ailor, P.E., President

/s/  
Rob Carlin, Chairman

/s/  
David E. Menotti, Esq., General Counsel

**AMERICAN COKE AND COAL CHEMICALS INSTITUTE  
FINANCIAL REPORT  
MONTH ENDING OCTOBER 31,2019**

	A	B	C	D
1	ACCCI Proposed 2020 Operating Budget (revision 03)			
2				
3	<b>INCOME</b>		<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
4				
5	General / Administration		274,680.00	325,180.00
6	Annual Mtgs.			
7	Spring		56,660.00	56,660.00
8	Fall		1,000.00	1,200.00
9	<b>Total Income</b>		<b>332,340.00</b>	<b>383,040.00</b>
10				
11	<b>EXPENSE</b>			
12	General / Administration		149,190.00	152,690.00
13	Committees		15,000.00	15,000.00
14	Regulatory Affairs (Staff)		112,300.00	157,710.00
15	<b>Annual Meetings</b>			
16	Spring		58,200.00	78,200.00
17	Fall		6,000.00	6,500.00
18	<b>Total Expense</b>		<b>340,690.00</b>	<b>410,100.00</b>
19				
20	<b>GENERAL &amp; ADMINISTRATIVE:</b>			
21			<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
22	<b>INCOME</b>			
23	Company Dues	16-3020-01	257,890.00	307,890.00
24	Company Dues - New Members	16-3025-01	0.00	0.00
25	Associate Dues	16-3030-01	5,560.00	6,060.00
26	Interest and Dividends	16-3800-01	230.00	230.00
27	MESH Committee Meeting Registrations	16-3900-01	11,000.00	11,000.00
28	Miscellaneous Income	16-3920-01	0.00	0.00
29	TSCA Test Rule	16-3940-01	0.00	0.00
30	Coal Chemicals	16-3950-01	0.00	0.00
31	PAH Scpg Proj/2 PAH Proj In	16-3960-01	0.00	0.00
32	Dermal PAH IRIS Cmnts In	16-3965-01	0.00	0.00
33	2 PAH Proj/Legal In	16-3970-01	0.00	0.00
34	<b>Total ACCCI General / Admin. Income</b>		<b>274,680.00</b>	<b>325,180.00</b>
35				
36	<b>EXPENSES</b>		<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
37	Audit and Bond	16-4060-01	3,600.00	3,600.00
38	Computer Services	16-4070-01	1,000.00	1,000.00
39	Dues and Subscriptions	16-4100-01	1,690.00	1,690.00
40	Insurance (O&D Liability)	16-4170-01	3,000.00	3,000.00
41	Legal Counsel (Fees)	16-4188-01	15,000.00	15,000.00
42	Legal Counsel (Expenses)	16-4189-01	1,200.00	1,200.00
43	Management (Staff-David A. & Jan D.)	16-4240-01	116,800.00	116,800.00
44	Headquarters	16-4250-01	500.00	500.00
45	Board of Dir./F&B Comm mtgs.	16-4320-01	1,500.00	1,500.00
46	Meeting Expense	16-4325-01	0.00	0.00
47	Miscellaneous	16-4360-01	1,000.00	1,000.00
48	Postage/Freight/Delivery	16-4400-01	250.00	250.00
49	Stationery/Printing/Supplies	16-4440-01	350.00	350.00
50	Gifts/Awards	16-4447-01	500.00	500.00
51	Statistical Programs	16-4450-01	500.00	500.00
52	Administrative/Accounting/Mailroom	16-4460-01	800.00	800.00
53	Taxes	16-4470-01	0.00	0.00
54	Telephone/FAX/Equip/Reception	16-4480-01	500.00	500.00
55	Travel--Staff	16-4500-01	0.00	3,500.00
56	Travel--Staff International	16-4550-01	0.00	0.00
57	Foundry Facts	16-4700-01	0.00	0.00
58	Foundry Facts	16-4700-01	0.00	0.00
59	Steiner Consulting	16-4907-01	0.00	0.00
60	Transition	16-4908-01	0.00	0.00
61	Web Site Development/Maintenance	16-4909-01	1,000.00	1,000.00
62	<b>Sub Total General / Admin. Expenses</b>		<b>149,190.00</b>	<b>152,690.00</b>

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63	<b>COMMITTEES:</b>		<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
64	Coke Committee	16-4341-01	0.00	0.00
65	MESH Committee	16-4344-01	15,000.00	15,000.00
66	Coal Chemicals	16-4347-01	0.00	0.00
67	International Committee	16-4348-01	0.00	0.00
68	Integrated Steel Committee	16-4349-01	0.00	0.00
69	International Committee	16-4348-01	0.00	0.00
70	Gov't Relations Committee	16-4351-01	0.00	0.00
71	<b>Total Committee Expenses</b>		<b>15,000.00</b>	<b>15,000.00</b>
72				
73	<b>Total ACCCI General / Admin and Committee Expenses</b>		<b>164,190.00</b>	<b>167,690.00</b>
74	<b>REGULATORY AFFAIRS STAFF AND ADMINISTRATION</b>			
75			<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
76	<b>EXPENSES</b>			
77	Dues & Subscriptions	16-4413-01	0.00	0.00
78	Meeting Expense	16-4415-01	500.00	2,000.00
79	Miscellaneous	16-4420-01	0.00	0.00
80	Postage/Freight/Delivery	16-4425-01	0.00	0.00
81	Stationary/Printing/Office Supplies	16-4430-01	0.00	0.00
82	Administrative/Accounting/Mailroom	16-4435-01	0.00	0.00
83	Telephone/Fax	16-4449-01	0.00	0.00
84	Staff Specialist (David A. only)	16-4411-01	88,800.00	104,400.00
85	Travel	16-4412-01	3,000.00	3,000.00
86	<b>Total Regulatory Affairs Expenses</b>		<b>92,300.00</b>	<b>109,400.00</b>
87				
88	<b>REGULATORY AFFAIRS PROJECTS (LEGAL / CONSULTANTS)</b>			
89	<b>OSHA COE Standard</b>		<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
90	Legal	16-4925-01	0.00	0.00
91	Consultant	16-4926-01	0.00	0.00
92	<b>ELG Project</b>			
93	Legal	16-4927-01	0.00	0.00
94	Consultant	16-4928-01	0.00	0.00
95	Meeting/Telephone	16-4414-01	0.00	0.00
96	<b>OSHA Misc.</b>			
97	Legal	16-4945-01	0.00	0.00
98	Consultant	16-4946-01	0.00	0.00
99	<b>Environmental Misc.</b>			
100	Legal	16-4950-01	20,000.00	41,695.00
101	Consultant	16-4951-01	0.00	0.00
102	<b>TSCA Test Rule</b>			
103	Consultant/Legal	16-4954-01	0.00	0.00
104	<b>Tar Refiners Misc.</b>			
105	Consultant/Legal	16-5720-13	0.00	6,615.00
106	PAH Scpg Proj Out	16-5720-15	0.00	0.00
107	Dermal PAH IRIS Cmnts Out	16-5721-15	0.00	0.00
108	2 PAH Proj Out	16-5723-15	0.00	0.00
109	2 PAH Proj/Legal Out	16-5725-15	0.00	0.00
110	<b>Total Regulatory Project Expenses</b>		<b>20,000.00</b>	<b>48,310.00</b>
111				
112	<b>Total Regulatory Project Expenses (Staff and Projects)</b>		<b>112,300.00</b>	<b>157,710.00</b>
113				
114	<b>ACCCI ANNUAL MEETINGS</b>			
115				
116	<b>Spring Meeting</b>		<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
117	<b>Income</b>			
118	Spring Meeting Registrations	16-3500-02	47,660.00	47,660.00
119	Spring Meeting Sponsorships	16-3504-02	9,000.00	9,000.00
120	<b>Total Spring Meeting Income</b>		<b>56,660.00</b>	<b>56,660.00</b>
121				
122	<b>EXPENSES</b>			
123	Theme Party	16-5201-02	0.00	0.00
124	Entertainment	16-5202-02	4,000.00	4,000.00
125	Hotel Master Acct. (F&B, A/V, etc.)	16-5204-02	48,000.00	48,000.00
126	Miscellaneous/Staff Support	16-5206-02	500.00	500.00

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127	Printing/Graphic Design	16-5208-02	1,200.00	1,200.00
128	Speaker Fees/Travel	16-5210-02	0.00	20,000.00
129	Gifts/Awards	16-5214-02	2,000.00	2,000.00
130	Staff Travel	16-5212-02	2,500.00	2,500.00
131	<b>Total Spring Meeting Expenses</b>		<b>58,200.00</b>	<b>78,200.00</b>
132	<b>Fall Meeting Income</b>			
133			<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
134				
135	Fall Meeting Registrations	16-3600-03	1,000.00	1,200.00
136	Fall Meeting Sponsorships	16-3604-03	0.00	0.00
137	<b>Total Fall Meeting Income</b>		<b>1,000.00</b>	<b>1,200.00</b>
138	<b>EXPENSES</b>			
139				
140	Theme Party	16-5301-03	0.00	0.00
141	Entertainment	16-5302-03	0.00	0.00
142	Master Acct. (F&B, A/V, etc.)	16-5304-03	3,000.00	3,000.00
143	Miscellaneous/Staff Support	16-5306-03	500.00	500.00
144	Printing/Graphic Design	16-5308-03	0.00	0.00
145	Speaker Fees/Travel	16-5310-03	0.00	0.00
146	Staff Travel	16-5312-03	2,500.00	3,000.00
147	Gifts/Awards	16-5314-03	0.00	0.00
148	<b>Total Fall Meeting Expenses</b>		<b>6,000.00</b>	<b>6,500.00</b>
149				
150	<b>Net Balance (Income to Expenses)</b>		<b>(8,350.00)</b>	<b>(27,060.00)</b>
151	<b>ACCCI Reserve Account Balance</b>		<b>BUDGET 2020</b>	<b>BUDGET 2019</b>
152				
153	<b>ACCCI Reserve Account Balance projected end of December 2019</b>		<b>83,248.91</b>	<b>103,248.91</b>
154	<b>ACCCI Expenses paid from ACCCI Reserve Account</b>		<b>0.00</b>	<b>20,000.00</b>
155	<b>Balance in ACCCI Reserve account Balance</b>		<b>0.00</b>	<b>83,248.91</b>
156				
157	<b>Notable Items:</b>			
158	Line item 26 is an estimate based on money market interest			
159	Line item 55 Travel -staff is reduced from \$3500 to zero, Dave's travel for COETF will be picked up by COETF			
160	Line item 66 Coal Chemical committee may start meeting but no money is allocated discussion item for review.			
161	Line item 78 meeting expenses based on previous years is reduced from \$2,000 to \$500			
162	Line item 84 Staff Specialist salary (David Ailor ) reduced from \$104,400 to \$88,800 as the COETF have agreed for			
163	the 2020 budget year to cover his time working on the COETF committee			
164	Line item 100 Environmental Misc which are the coalitions was reduced from \$41,695 to \$20,000			
165	which will include the annual fee David Ailor pays for Bloomberg report			
166	Line item 128 Speaker fees/Travel reduced from \$20,000 to zero review point for discussion at Budget approval meeting			
167	The annual membership fee for PCTC to be covered by work handling PCTC moneys (David Ailor to discuss with PCTC chair)			
168	Discussion item for reducing costs of the annual meetings, i.e. increase in registration fees to balance costs?			
169	David Ailor to provide the board separate 2020 budget proposals			
170	from the COETF, Tar Refiners which are not included in the ACCCI Financial Budget.			