NEII® BOARD OF DIRECTORS
TELECONFERENCE MEETING
FEBRUARY 5, 2016

1. Call to Order.

The Vice President, Sterrett Lloyd, called the meeting to order at 2:00 PM ET.

2. Roll Call.

<table>
<thead>
<tr>
<th>Directors</th>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Corbo</td>
<td>Mitsubishi Electric US, Inc.</td>
</tr>
<tr>
<td>Rich Hussey</td>
<td>ThyssenKrupp Elevator Corp.</td>
</tr>
<tr>
<td>Sterrett Lloyd</td>
<td>Draka Elevator Products Inc.</td>
</tr>
<tr>
<td>Darryl Mitchell ¹</td>
<td>Fujitec America Inc.</td>
</tr>
<tr>
<td>Ken Schmid ²</td>
<td>KONE Inc.</td>
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<tr>
<td>Thomas Sparno ³</td>
<td>Schindler Elevator Corp.</td>
</tr>
<tr>
<td>Tom Vining</td>
<td>Otis Elevator Company</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Others Present</th>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael P. Bauschka, NEII® Treasurer</td>
<td>KONE Inc.</td>
</tr>
<tr>
<td>Amy Blankenbiller</td>
<td>NEII® Government Affairs Director</td>
</tr>
<tr>
<td>Kevin Brinkman</td>
<td>NEII® Code &amp; Safety Director</td>
</tr>
<tr>
<td>Divya Mehta</td>
<td>KONE Inc.</td>
</tr>
<tr>
<td>Edward A. Donoghue, NEII® Secretary</td>
<td>NEII® Managing Director</td>
</tr>
<tr>
<td>David McColl</td>
<td>Otis Elevator Company</td>
</tr>
<tr>
<td>Chris Moore</td>
<td>Otis Elevator Company</td>
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<tr>
<td>Kathy Rucki</td>
<td>Schindler Elevator Corp.</td>
</tr>
<tr>
<td>Eric Scrudders</td>
<td>ThyssenKrupp Elevator Corp.</td>
</tr>
</tbody>
</table>

¹ Darryl Mitchell was empowered with a proxy to act on behalf of Katsuji Okuda (Attachment #1).
² Ken Schmid was empowered with a proxy to act on behalf of Larry Wash (Attachment #2).
³ Thomas Sparno was empowered with a proxy to act on behalf of Greg Ergenbright (Attachment #3).
3. **Adoption of Agenda.**

The Board approved the agenda published on the NEII® web site.

4. **Approval of December 11, 2015 Meeting Minutes.**

   THE FOLLOWING RESOLUTION WAS MADE SECONDED AND APPROVED
   To dispense with the reading of the December 11, 2015 meeting minutes and they be approved.

5. **Personnel.**

   Please see Attachment #4 for NEII® Board of Directors membership roster. Members are requested to advise Edward A. Donoghue of any corrections that should be made.

6. **Officers Reports.**

   a. **President.** Larry Wash was unable to attend due to travel delays.

   b. **Treasurer.** Michael P. Bauschka reviewed the December 2015 budget report (Attachment #5) and responded to questions.

   THE FOLLOWING RESOLUTION WAS MADE SECONDED AND APPROVED
   To accept the oral and written report (Attachment #5) of the Treasurer, Michael P. Bauschka.

   c. **Managing Director.** Edward A. Donoghue reported the 2016 dues invoices were mailed January 2nd. Schumacher Elevator Co. upon receipt of the invoice for Full Regular Membership requested their membership be changed to Associated Regular Membership. Federal 1099’s where mailed in January. The NEII® 2015 records for the annual audit and 2015 tax return have been delivered to the accountants. He also reported that the annual contract for storage of NEII® records was due for renewal. Rather than renew the contract for another year he has moved the NEII® records to his home pending the appointment of his successor.

   Edward A. Donoghue advised that his recovery from Lyme disease is advancing. However, it has affected his ear canal and is not in a position to fly to California for the April meetings. He will prepare all the material for the meetings and Amy Blankenbiller will fill the role as the Secretary. The NEII® annual meeting notice was sent to all members.
7. Committee and Consultant Reports.

a. **NEII® Government Affairs Committee.** Amy J. Blankenbiller reported on the following:

- **Massachusetts:** A new paid sick leave policy took effect last year (July 1, 2015) that seems to be in conflict with the NEBA/IUEC collective bargaining agreement. Some companies have expressed concerns because mechanics are using the new law for additional time off and it is causing issues with scheduling, etc. NEBA is aware of the issue and has a recommendation from their legal counsel. Amy Blankenbiller will be sending the Government Affairs Committee (GAC) the contact information for the company representatives to NEBA so each can develop its strategy. Amy Blankenbiller will keep the Board and GAC apprised of any actions taken on this issue.

- **NAVY Interim Technical Guidance and DoD Elevator Standards:** Kevin Brinkman and Amy Blankenbiller met with the team from Spectrum and Phil Grone (UTC advocate) when they were in DC last week for other meetings to get a status update and discuss next steps. At this time, the Navy is in the process of developing its official response to NEII®’s comments on the Interim Technical Guidance (ITG). As such, the briefing NEII® was going to do for the Army Corps and other services (including the Navy) has been postponed. They plan to wait 2-3 weeks and then circle back to the Army Corps to inquire about the status of NEII® providing the briefing. They hesitate about pushing too hard, as we do not want to risk a decision to abandon the efforts to develop standards, which we hope will overturn the ITG’s approach on MRLs.

On a coordinated and parallel track, Phil Grone continues to work with the Secretary of Defense’s top staff to avoid finalizing any standard without technical, industry and stakeholder input. At this time, the DoD staff plans to engage ASME for technical feedback on any proposed standard. Since this is not something ASME typically does, Kevin Brinkman and David McColl are in the process of working with key folks at ASME to develop a plan and provide a mechanism (subcommittee or similar) to review.

- **BOMA National Meeting:** Amy Blankenbiller and Kevin Brinkman attended the BOMA meeting in DC last week and made a presentation to the BOMA Codes Committee. They provided an update on NEII®’s efforts, outlining key areas where it makes sense for BOMA to partner with NEII® such as adoption of the model codes, consistent enforcement, communication for improved compliance and specific state efforts such as California, Massachusetts and Nevada among others. This was a good first step in developing a stronger
relationship with BOMA headquarters and engaging the local affiliates in our efforts as appropriate.

- **California Code Updates:** On February 11, 2016, the NEII® team will meet at the KONE offices in Lisle, Illinois to go over some of the documents provided by DOSH in response to our public records request. Kevin Brinkman and Amy Blankenbiller undertook a preliminary review of the 15,000+ pages of information and identified a few things that needed additional review by the company folks, as well as some accident reports that need company specific attention. It is important to note that during the initial review, they did not, however, find a “smoking gun” that would justify the code updates as proposed. In addition to reviewing some of the materials, the NEII® team will discuss the safety data, maintenance and energy issues, other data or material needs, communications plan, etc. The afternoon discussions will focus on the NEII® strategy for the next 3-4 months and next steps on the development of anything else needed at this time.

As for the timing of the proposed rule, DOSH still hasn’t begun internal cost impact assessment. This will take at 2-3 months and DOSH has indicated that the proposal will likely be this summer. Amy Blankenbiller is keeping the NEII® team on an April 30, 2016, soft deadline so that they do not lose momentum and they do not get surprised.

As for the industry’s economic assessment, Andrew Chang has completed his initial data review and identified what issues/questions he wants to discuss with the NEII® companies. He will be contacting the folks each company identified for the California efforts within the next two weeks. In addition, Andrew Chang has had a few preliminary and informal discussions with his contacts in the California Dept. of Finance and other agencies to alert them to how detailed our NEII®’s efforts are and where the state’s numbers are likely to be deficient. In addition, he has teed up a few questions that those folks should be asking during their internal discussions to ensure the individuals reviewing the proposed rules are making sure to appropriately consider the anticipated cost impact.

b. **NEII® Communications Committee.** Kathy Rucki’s report can be found in Attachment #6.

c. **NEII® Central Code Committee.** David McColl reported NEII® Central Code Committee members are active in the California ASME A17.1-2013/B44-13 Code Adoption and U.S. Navy MRL Specification issues. Some members are participating in the California Working Group meeting on February 11, 2016 to discuss the documents from the DOSH document review and to discuss the communication strategies and
assignments with NEII® Government Affairs Committee members. Amy Blankenbiller has covered these items in more detail (Minutes, Item 7.a). Kevin Brinkman will provide additional details on other NEII® Central Code Committee activities in his report (Minutes, Item 7.d).

d. **NEII® Code and Safety Director.** Kevin Brinkman reported none of the internal NEII® committees that he is responsible for have met since the last Board of Directors conference call; however, work on some key issues is continuing as summarized below.

- **Central Code Committee:** Next meeting April 4 & 5, 2016.
  - **Building Codes:** The online voting on the IBC proposal regarding two-way video communication has not been completed, but we are moving forward with the assumption it will pass. As reportedly previously, an ASME task group has been formed to review this topic. A meeting is scheduled for February 23, 2016 at Gallaudet University with representatives of the hearing impaired community to better understand the need and begin developing requirements that are feasible.

  - **CodeFinder:** David McColl and Kevin Brinkman have scheduled a training session with Nicole Van Velzen on March 16 and 17, 2016 to review progress, provide guidance for enhancing procedures, discuss reporting expectations, and help to answer any questions she may have. Nicole Van Velzen continues to make progress on updating of CodeFinder and has been working on ideas to improve the procedures and reporting.

- **Field Employees’ Safety Committee:** Next meeting March 24, 2016
  - **MRL Safety Data:** Kevin Brinkman has received responses from all of the signatory companies and has put the data in a spreadsheet for discussion at California working group meeting on February 11, 2016. Only three accidents could be directly linked to MRL equipment. He is still collecting additional details.

  - **Confined Space:** Confined space continues to be a discussion item, especially in Washington and California. Kevin Brinkman has reached out to Paul Waters, an attorney who specializes in OSHA matters, to see if he can provide assistance to NEII®. He will be providing a proposal.
• **Architectural Standards Committee:** Next meeting April 13, 2016.
  
  o *NEII®-1:* The Architectural Standards Committee is in the process of reviewing information needed to determine if we should add MRL elevators to the *NEII®-1* publication.

• **Performance Standards Committee:** Next meeting April 12, 2016.
  
  o **Energy Efficiency:** Committee members, along with Central Code Committee members, reviewed an ASHRAE proposal regarding rating of energy efficiency of elevator drive systems. The Committee agreed to a proposal that would require adding an energy efficiency rating to elevator documentation. This is a first step toward including elevator energy efficiency in LEED calculations.

Kevin Brinkman was also happy to report that his application for membership on the ASME A17 Standards committee has been approved, pending ASME BSCS approval.

8. **Old Business.**

   a. **NEII® Structural Review Ad-Hoc Committee.** Divya R. Mehta reported for Kurt Stepaniak on the timeline for reviewing the *NEII®* Executive Director candidates.

   • **February – March 18th**
     o Recruiting continues
     o Candidate report book delivered
   
   • **March 22nd**
     o Review and discuss candidate reports
     o Select first-round interviewees (~5-7 candidates)
   
   • **April 3rd**
     o Discussion of first-round interview procedures & questions
   
   • **April 4th**
     o First-round candidate interviews with Search Committee (~5-7 candidates)
     o ~1 hour allotted per candidate
     o Debrief and select final-round candidates (~2-3)
   
   • **April 18th**
     o Final-round candidate interviews with Search Committee (~2-3 candidates)
     o Decision
   
   • **April 19th**
     o Successful candidate presented at *NEII®* Board Meeting
After a brief discussion the NEII® Board of Directors concluded that the final interviews of 2 or 3 candidates will be conducted by the Board during the afternoon session of the April 19, 2016 NEII® Board of Directors meeting and that they will make the final selection for the new Executive Director’s position.

b. **NEII® Statistics Policy Task Group.** Edward A. Donoghue reported the following items where tabled at the September and December meetings to allow the Board members to speak with their principals.

The Statistics Policy Task Group is requesting guidance from the NEII® Board of Directors on the following:

- A proposal has been made that reporting of traction elevator modernization booked sales be expanded to include the following:
  - geared to geared;
  - gearless to gearless; and
  - geared to gearless.

- A proposal has also been made to track quarterly the whole USD and total number of units under maintenance. Yearend regional reporting for maintenance was not included in the proposal.

The issue was tabled until April 19, 2016 meeting.

9. **New Business.**

None.

10. **Committee Appointments.**

a. **Field Employee Safety Committee.** Edward A. Donoghue reported that he has received a letter (Attachment #7) from Draka Elevator requesting that Shaun Roberts be appointed to the NEII® Field Employee Safety Committee.

   **THE FOLLOWING RESOLUTION WAS MADE SECONDED AND APPROVED**

   To appoint Shaun Roberts a member of the NEII® Field Employee Safety Committee.

11. **Membership.**

None
12. **Meeting Schedule.**

- **April 19, 2016**
  - NEII® Annual, BOD and Membership meetings
  - **Host** – Mitsubishi Electric, US Inc.
  - Marriott Irvine (Attachment #8)
  - Irvine, CA

- **June 17, 2016**
  - 2:00 PM ET Teleconference Meeting

- **September 20, 2016**
  - NAEC Convention and Expo
  - Montreal, QC Canada

- **December 2, 2016**
  - 2:00 PM ET Teleconference Meeting

13. **Adjournment.**

There being no further business the meeting adjourned at 2:50 PM ET.

Respectfully submitted

Edward A. Donoghue, CPCA
NEII® Secretary

**Attachments:**

1. Proxy Katsuji Okuda Fujitec America, Inc.
2. Proxy Larry Wash KONE Inc.
3. Proxy Greg Ergenbright Schindler Elevator Corporation
4. Roster NEII® Board of Directors
5. Treasurer Report Michael Bauschka
6. NEII® Communications Committee Report
7. Draka Elevator Products Inc. Nomination to NEII® Field Employees Safety Committee
8. Hotel Information April 19, 2016 NEII® Board of Directors Meeting
PROXY

BOARD OF DIRECTORS MEETING OF NATIONAL ELEVATOR INDUSTRY, INC.

The undersigned, being a member in good standing of the Board of Directors of National Elevator Industry, Inc., a New York Corporation, does hereby constitute and appoint Darry Mitchell, with the power to be exercised by him and vote as the proxy of the undersigned at the Board of Directors meeting of National Elevator Industry, Inc. to be held at teleconference on the 5th day of Feb, 2016 with respect to all matters as may come before the meeting.

The foregoing authorization shall expire at the close of aforementioned Board of Directors meeting.

IN WITNESS WHEREOF, the undersigned has caused this proxy to be executed by its authorized office this 28th day of Jan, 2016.

Fujitec America, Inc
(Company)

Katsuji Okuda - President
(Name and Title)

(Signature)

h\wpdocs\neii board of directors\neii board meeting proxy doc
PROXY

BOARD OF DIRECTORS MEETING OF NATIONAL ELEVATOR INDUSTRY, INC.

The undersigned, being a member in good standing of the Board of Directors of National Elevator Industry, Inc., a New York Corporation, does hereby constitute and appoint Kenneth E. Schmid, with the power to be exercised by him and vote as the proxy of the undersigned at the Board of Directors meeting of National Elevator Industry, Inc. to be held by teleconference on the 5th day of February 2016 with respect to all matters as may come before the meeting.

The foregoing authorization shall expire at the close of aforementioned Board of Directors meeting.

IN WITNESS WHEREOF, the undersigned has caused this proxy to be executed by its authorized office this 5th day of February, 2016.

KONE
(Company)

LARRY G. WASH, EXECUTIVE VICE PRESIDENT
(Name and Title)

Larry G. Wash
(Signature)
PROXY

BOARD OF DIRECTORS MEETING OF NATIONAL ELEVATOR INDUSTRY, INC.

The undersigned, being a member in good standing of the Board of Directors of National Elevator Industry, Inc., a New York Corporation, does hereby constitute and appoint Thomas Sparno, with the power to be exercised by him and vote as the proxy of the undersigned at the Board of Directors meeting of National Elevator Industry, Inc. to be held at 2:00pm on the 5th day of February 2016 with respect to all matters as may come before the meeting.

The foregoing authorization shall expire at the close of aforementioned Board of Directors meeting.

IN WITNESS WHEREOF, the undersigned has caused this proxy to be executed by its authorized office this 1st day of February, 2016

Schindler Elevator Corporation
(Company)

Greg Ergenbright, President
(Name and Title)

(Signature)
<table>
<thead>
<tr>
<th>Name</th>
<th>ID</th>
<th>Title</th>
<th>Company</th>
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</thead>
<tbody>
<tr>
<td>MICHAEL P. BAUSCHKA</td>
<td>792</td>
<td>CONTROLLER &amp; TREASURER</td>
<td>KONE INC.</td>
<td>ONE KONE COURT</td>
<td></td>
<td>MOLINE</td>
<td>IL</td>
<td>61265</td>
<td>309-743-5418</td>
<td></td>
<td>309-314-0041</td>
<td></td>
<td>309-743-5868</td>
<td><a href="mailto:mike.bauschka@kone.com">mike.bauschka@kone.com</a></td>
<td>Treasurer</td>
<td></td>
</tr>
<tr>
<td>MICHAEL CORBO</td>
<td>432</td>
<td>GENERAL MANAGER</td>
<td>MITSUBISHI ELECTRIC US, INC.</td>
<td>5900-A KATELLA AVENUE</td>
<td>P.O. BOX 6007</td>
<td>CYPRESS</td>
<td>CA</td>
<td>90630</td>
<td>714-220-4822</td>
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<td></td>
<td></td>
<td><a href="mailto:mike.corbo@meus.mea.com">mike.corbo@meus.mea.com</a></td>
<td>Member</td>
<td></td>
</tr>
<tr>
<td>EDWARD A. DONOGHUE</td>
<td>339</td>
<td>NEII MANAGING DIRECTOR AND SECRETARY</td>
<td>EDWARD A. DONOGHUE ASSOCIATES INC.</td>
<td>1677 COUNTY ROUTE 64</td>
<td>P.O. BOX 201</td>
<td>SALEM</td>
<td>NY</td>
<td>12865</td>
<td>518-854-9249</td>
<td></td>
<td></td>
<td></td>
<td>518-796-0095</td>
<td><a href="mailto:edonoghue@eadai.com">edonoghue@eadai.com</a></td>
<td>Secretary</td>
<td></td>
</tr>
<tr>
<td>GREG ERGENBRIGHT</td>
<td>775</td>
<td>PRESIDENT U.S.</td>
<td>SCHINDLER ELEVATOR CORPORATION</td>
<td>20 WHIPPANY RD.</td>
<td>P. O. BOX 1935</td>
<td>MORRISTOWN</td>
<td>NJ</td>
<td>07962</td>
<td>973-397-6584</td>
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<tr>
<td>RICH HUSSY</td>
<td>614</td>
<td>CEO &amp; PRESIDENT</td>
<td>THYSSENKRUPP ELEVATOR CORPORATION</td>
<td>11605 HAYNES BRIDGE ROAD</td>
<td>ALPHARETTA</td>
<td>GA</td>
<td>30009</td>
<td>678-319-3240</td>
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<td><a href="mailto:rich.hussey@thyssenkrupp.com">rich.hussey@thyssenkrupp.com</a></td>
<td>Member</td>
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<tr>
<td>STERRETT LLOYD</td>
<td>707</td>
<td>PRESIDENT</td>
<td>DRAKA ELEVATOR PRODUCTS INC.</td>
<td>2151 NORTH CHURCH STREET</td>
<td>ROCKY MOUNT</td>
<td>NC</td>
<td>27804</td>
<td>252-972-6017</td>
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<td>252-955-6935</td>
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<td><a href="mailto:sterrett.lloyd@prysmiangroup.com">sterrett.lloyd@prysmiangroup.com</a></td>
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<td></td>
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</tr>
<tr>
<td>KATSUJI OKUDA</td>
<td>793</td>
<td>PRESIDENT &amp; COO</td>
<td>FUJITEC AMERICA, INC.</td>
<td>7258 INNOVATION WAY</td>
<td>MASON</td>
<td>OH</td>
<td>45040</td>
<td>513-932-8000</td>
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<td><a href="mailto:kokuda@fujitecamerica.com">kokuda@fujitecamerica.com</a></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>TOM VINING</td>
<td>859</td>
<td>PRESIDENT, OTIS ELEVATOR CO. AMERICAS</td>
<td>OTIS ELEVATOR COMPANY</td>
<td>PO BOX 109615</td>
<td>PALM BEACH GARDENS</td>
<td>FL</td>
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<td>Member</td>
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</tbody>
</table>
Name: LARRY WASH  
Title: PRESIDENT AND CEO  
Company: KONE INC.  
Address 1: 4225 NAPERVILLE ROAD  
Address 2: SUITE 400  
City: LISLE  
Country: UNITED STATES  
Phone 1: 630-955-3150  
Phone 2:  
Ext:  
Fax: 630-955-3179  
Mobile: 732-496-2516  
Email: larry.wash@kone.com  
Category: Member  
ID: 708  
State: IL  
Zip: 60532  
Notes: UPS/FEDEX/DHL SHIPMENTS: UTC Building & Industrial Systems Attention: Mail Stop 715-01 15270 Endeavor Drive Jupiter, FL 33478
### 2015 Budget vs. FY Budget

<table>
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<th>Description</th>
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<th>Q2</th>
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<td></td>
<td>1020 Accounting/Auditing</td>
<td>7,500</td>
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<td>5,360</td>
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<td>1030 Insurance</td>
<td>4,730</td>
<td>5,579</td>
<td>10,192</td>
<td>18,039</td>
<td>2,031</td>
<td>1,774</td>
<td>35,916</td>
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<td>42,886</td>
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<td>1050 Office Expense</td>
<td>500</td>
<td>324</td>
<td>-</td>
<td>13</td>
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<td></td>
<td>1110 Supplemental Pension</td>
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<td>1,087</td>
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<td>356</td>
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<td>1,087</td>
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<td>1120 Postage &amp; Delivery</td>
<td>2,720</td>
<td>237</td>
<td>672</td>
<td>446</td>
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<td>1130 Telephone</td>
<td>42,500</td>
<td>2,115</td>
<td>2,576</td>
<td>2,521</td>
<td>822</td>
<td>943</td>
<td>1,101</td>
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<td>3,381</td>
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<td></td>
<td>1140 Stationery, Printing &amp; Supplies</td>
<td>7,500</td>
<td>1,275</td>
<td>2,315</td>
<td>915</td>
<td>637</td>
<td>432</td>
<td>394</td>
<td>318</td>
<td>1,770</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1150 Depreciation &amp; Amortization</td>
<td>7,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>7,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1170 Bank Charges</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
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<td>1180 Misc. Administrative Expenses</td>
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<td>-</td>
<td>-</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>500</td>
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<tr>
<td></td>
<td>1190 Contingency</td>
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<tr>
<td><strong>Total Expense</strong></td>
<td>152,367</td>
<td>24,507</td>
<td>36,797</td>
<td>39,415</td>
<td>8,938</td>
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<td>8,938</td>
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<tr>
<td><strong>Operating Income</strong></td>
<td>70,000</td>
<td>23,910</td>
<td>30,778</td>
<td>27,340</td>
<td>3,430</td>
<td>5,130</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,130</td>
<td></td>
</tr>
<tr>
<td><strong>Other Income/(Expense)</strong></td>
<td>1140 · Stationery, Printing &amp; Supplies</td>
<td>7,000</td>
<td>1,275</td>
<td>2,315</td>
<td>915</td>
<td>637</td>
<td>432</td>
<td>394</td>
<td>318</td>
<td>1,770</td>
<td></td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td>63,000</td>
<td>23,910</td>
<td>30,778</td>
<td>27,340</td>
<td>3,430</td>
<td>5,130</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,130</td>
<td></td>
</tr>
<tr>
<td><strong>Net Other Income/(Expense)</strong></td>
<td>500</td>
<td>186</td>
<td>186</td>
<td>186</td>
<td>186</td>
<td>186</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>186</td>
<td></td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td>63,500</td>
<td>24,096</td>
<td>31,064</td>
<td>27,526</td>
<td>3,616</td>
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<td>5,316</td>
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</tr>
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</table>

**Note:** The table above shows the comparison of the 2015 Budget with the actual income and expenses for the year. The 'Comments' column indicates financial details such as 'Moved $33K Budget to 2080 (June board approved)' and 'Moved $65K Budget to 2080 (June board approved).'

### December 2015

- **Net Income:** $63,500 (Increase from the budget)
- **Net Other Income:** $500 (Increase from the budget)

---

**Trust Committee**

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Trust Members Dues</strong></td>
<td>12,000</td>
<td>12,000</td>
</tr>
<tr>
<td><strong>Consultant - Trust</strong></td>
<td>4,800</td>
<td>800</td>
</tr>
<tr>
<td><strong>Trust Administration</strong></td>
<td>2,000</td>
<td>59</td>
</tr>
<tr>
<td><strong>Trust Net Income</strong></td>
<td>5,200</td>
<td>11,114</td>
</tr>
</tbody>
</table>

**Control Total:** $63,994 (Increase from the budget)

---

**Attachment # 5**

**Page 1 of 3**
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Balance at 12/31/2015</td>
<td>671,133</td>
</tr>
<tr>
<td>Less: Outstanding checks</td>
<td>(77,393)</td>
</tr>
<tr>
<td>Reconciled GL Balance at 12/31/2015</td>
<td>593,740</td>
</tr>
</tbody>
</table>
**National Elevator Industry, Inc.**  
December 2015  
Balance Sheet

### Assets

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5010 GFNB Checking</td>
<td>593,740.02</td>
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<tr>
<td>5011 GFNB Wire</td>
<td>-</td>
</tr>
<tr>
<td>5020 Accounts Receivable</td>
<td>-</td>
</tr>
<tr>
<td>5035 Prepaid Expense</td>
<td>2,200.83</td>
</tr>
<tr>
<td>5050 Furn &amp; Fixtures</td>
<td>340,671.04</td>
</tr>
<tr>
<td>5060 Accum Depr (340,671.00)</td>
<td></td>
</tr>
<tr>
<td>5080 Annuity</td>
<td>0.15</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>595,941.04</strong></td>
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</table>

### Liability

<table>
<thead>
<tr>
<th>Account</th>
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</thead>
<tbody>
<tr>
<td>6010 Accounts Payable</td>
<td>110,003.94</td>
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### Equity

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015 Income</td>
<td>(17,348.12)</td>
</tr>
<tr>
<td>6500 Members Equity</td>
<td>869,891.32</td>
</tr>
<tr>
<td>7020 Retained Earnings.</td>
<td>(366,606.10)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>485,937.10</strong></td>
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</tbody>
</table>

### Liability and Equity

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td><strong>595,941.04</strong></td>
</tr>
</tbody>
</table>

Control check (s/b 0) -
NEII Communications Committee Update

NEII Board Meeting
February 5, 2016

Kathy Rucki – Chair, NEII Communications Committee

2016 Plan Overview:
Communications Activities

Media Relations

- Press Release: What To Do If You’re In A Stalled Elevator
  - NEII response to recent articles on accidents involving stalled elevators
  - Educated riders on their role in safety
  - Increased NEII’s visibility and thought-leadership profile
    - 206,909 headline impressions to date
  - Picked up by Miami Herald, Boston Globe, Minneapolis Star Tribune and other major consumer news outlets

Digital/Social Media

- Twitter
  - 365 followers
- LinkedIn
  - 117 Members
- Success is measured by % increase in engagement and audience
  - Goal for 2016 is 20% growth in followers and engagement
NEII™ Now

- Spring, Summer & Fall/Winter Editions upcoming
- Publication Timetable:
  - Spring: March 2016
  - Summer: June 2016
  - Fall/Winter: October

The Insider

- The Insider Editorial Calendar
  - Issue 1: Cost Benefits of MRL Technology (published)
  - Issue 2: Safety Benefits of MRL Technology
  - Issue 3: Occupancy Egress (OEO)/A117.1 Standards
  - Issue 5: Accessibility (for A Changing Urban Environment)
  - Issue 6: What is NEII-1 (for Architects, Building Owners and Consultants)

Upcoming In 2016

- MRL Communications & Briefing Packet
  - Development and distribution of MRL educational materials to reinforce the industry’s point of view
- Industry Influencer Salon Discussions
  - Educate influential industry stakeholders and key media on MRL issue, support and tell ‘NEII’s side of the story’
- Speakers Bureau
  - Inform, educate and build alliances with key influencers to further NEII thought leadership position
- Elevator/Escalator Safety Week Infographic
  - Reinforce positive safety message and proper escalator/elevator riding behaviors for member company employees and the riding public

Thank You

Questions?
December 23, 2015

National Elevator Industry Inc.
Attention: Ed Donoghue
1677 County Route 64
P.O. Box 838
Salem, New York 12865

Dear Board of Directors,

Draka Elevator Products Inc. would like to withdraw Shaun Roberts’ membership from the Safety Committee. He has left our company and the Industry to pursue other interests. In replacement of Mr. Roberts, we would like to nominate Andrew Ramautar. Mr. Ramautar has been with Draka Elevator Products in various roles for 32 years. In his current position as Global Manager of Quality and HSE, we feel he could make a positive contribution to this committee. We submit this request for the approval of the Board of Directors.

Sincerely,

Sterrett Lloyd
President
Draka Elevator Products Inc.
The following meetings are scheduled for April 19, 2016:

- 8:00 am – NEII® Full Regular Member Annual Meeting (Election of Directors).
- 8:15 am – NEII® Trust Members Annual Meeting (Election of Trust Committee).
- 8:30 am to 12:00 Noon – NEII® Board of Directors and NEII® General Membership Meetings.
- 1:00 pm to 4:00 pm – NEII® Board of Directors Executive Session.

The meetings will be at:

Marriott Irvine
18000 Von Karman Avenue
Irvine, CA 92612-1004
Hotel: 949.553.0100
Reservations: 800.228.9290

NEII® room rate is $209.00 plus state and local taxes. When making reservations please mention you are part of the NEII® group, this will ensure that the reservation is booked under NEII® group rate. [Click here](h:\wpdocs\neii\annual meeting\2016\hotel information.docx) to make reservation online.

Reservations can be made until Tuesday, March 21, 2016.

Continental breakfast will be provided in the meeting room on April 19th from 7:00 am to 8:00am. Lunch will also be provided at Noon.