

INDA's Small Business Newsletter

Covering Issues That Affect You

June 15, 2008

INDA SMALL BUSINESS E-REPORT

Welcome to the INDA Small Business e-Report. This monthly e-publication provides INDA members with insight and advice on operating a successful small business in today's nonwovens industry.

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COS CAMELIO, FORMER INDA TECHNICAL DIRECTOR, PASSES AWAY AT AGE 67

Cos Camelio, a 40-year veteran of the nonwovens industry and the former Technical Director at INDA passed away on May 29 after suffering a heart attack while traveling. He was 67 years old.

Camelio, who joined INDA in 2001 as Technical Director after working for most of his career with Freudenberg and Chicopee, retired in June, 2007 to spend time traveling with his wife, Phyllis, and visiting his children and grandchildren. He leaves behind a legacy that will continue in the global nonwovens and disposable products industry.

Following Camelio's death, the Board of Directors and Executive Committee of INDA unanimously voted to present him the INDA Lifetime Achievement Award. The coveted Lifetime Achievement Award will be presented to Camelio's wife, Phyllis, in a special ceremony this summer. Camelio, who will be formally honored as well at IDEA10, in April, 2010 in Miami Beach, FL, will also be installed in the Nonwovens Industry Hall of Fame.

"Cos was, above all, a good man and a great friend and his sudden passing leaves a void in the lives of all of his friends here at INDA," says Rory Holmes, INDA President. "Cos touched the personal and professional lives of so many people in our industry and his professionalism, sense of humor and friendship will be missed by all of us."

As INDA Technical Director for six years before his retirement a year ago, Camelio was heavily involved with the harmonization of standard test methods with INDA's sister organization, EDANA. He was also involved with both ISO and ASTM standards committees, shared the responsibility for the programs at INDA technical conferences and chaired a number of INDA committees. Camelio was instrumental in the development of the Flushability Guidelines, jointly produced by INDA and EDANA, that were premiered at the WOW Conference, July 16-18, Chicago, Illinois.

Camelio started his career in 1964 with Chicopee at the Chicopee Falls location in Massachusetts as a shift supervisor and management trainee. Cos eventually was promoted to Plant Manager of the Chicopee Falls location and then to Northern Operations Manager responsible for a weaving mill plus the finishing plant.

In 1975, Camelio transferred to Chicopee's nonwoven operations in North Little Rock, Arkansas as plant manager of the staple fiber operations. In 1979, he was promoted to site manager with responsibility for both a wet-laid plant as well as the staple fiber operation.

In 1983, he joined Freudenberg Nonwovens as Vice President of Manufacturing with responsibility for two facilities, corporate engineering, capital budgets, and R&D.

Between 1983 and 2000, Camelio held various positions within Freudenberg Nonwovens including COO and President. During this time, he guided the expansion of the Hopkinsville, KY plant to three times its original size, modernized the production equipment at both locations and oversaw the building of a new facility in Durham, NC.

FOUND: A NEW WEBSITE FOR SMALL BUSINESS OWNERS

There are a plethora of websites out there dedicated to small businesses (we know, because we surf them all), but one we recently found seems really helpful for letting small business owners and entrepreneurs understand what they are getting into and how to do it right before they incur risk. It is an interactive forum where people learn about proven, measurable techniques they can adopt to improve their efforts.

It is called BizChatBoard.com and it was founded by NYU professor named Myron Gould. "It is so difficult to go it alone. Educational services, information and networking will help, even if people are just thinking about starting a business," Gould says.

According to Dun and Bradstreet, 90% of all small business failures can be traced to poor management resulting from lack of knowledge. Gould states, "We want to make a difference. A community of peers can help with ideas, suggestions and answers to questions. People can learn from others' experiences."

The site includes discussion forums covering important topics relevant to business, a "Knowledge Base" with how-to articles of interest to small business owners, and an "InfoBase" with information about books and other worthwhile resources. There are plans to continually add appropriate features.

INDA NETS CONFERENCE TO FOCUS ON ENERGY

In response to a recent survey in which nonwovens and textile industry executives cited energy costs as their number one concern, INDA is sponsoring the inaugural New Energy Technologies & Sustainability (NETS) Conference. The three-day event is set for October 28-30, 2008 at the Raleigh Marriott City Center in Raleigh, NC.

Particularly topical for small businesses struggling with increased energy costs, the NETS Conference will focus on how companies can learn to cut costs immediately and to establish long-term energy and sustainability strategies. A focus of the event will be the Table-top sessions, where attendees will have the opportunity to meet with companies that provide products to reduce energy costs.

INDA is teaming up with North Carolina State University's Industrial Energy Service (IES). As experts in energy as well as in nonwovens and textiles, IES will bring together

a line-up of knowledgeable speakers to address the energy cost challenges being faced by companies today.

“NETS is designed especially for the nonwovens and textiles industry and the program will be specific to the needs of this market,” points out INDA President Rory Holmes. “The challenge of rising energy costs will continue to be a priority for our business and this conference will help identify both short- and long-term solutions for our industry.”

There will be two tracks as part of the NETS Conference - Management and Technical. Attendees from the nonwoven and textile industry will include top management, energy managers, plant engineers, project/process engineers and industrial engineers.

For more information on the 2008 New Energy Technologies & Sustainability (NETS) Conference, visit www.inda.org.

COMMON EMPLOYER MISTAKES THAT LEAD TO EMPLOYEE LAWSUITS

After 15 years of representing employees in lawsuits and attacking the policies of the companies they worked for, Matthew Grabell, writing on the website thealternativeboard.com, has “switched teams” and now helps companies minimize risk to prevent lawsuits by pointing out the not-so-obvious pitfalls. He has submitted the following list of mistakes that employers often make that lead to litigation.

LACK OF EMPLOYEE HANDBOOK: This is the simplest problem to “fix”, but many employers still do not have any handbook or manual containing the policies and procedures of the company. Most important is an “at-will” disclaimer properly stating that the employment is not governed by any contractual agreement.

LACK OF ADEQUATE ANTI-DISCRIMINATION POLICIES: Each state has its own anti-discrimination statute, some more liberal than others. Without anti-discrimination policies that adequately address ALL of the provisions of the law in a particular state, employers leave themselves wide open for a lawsuit.

INSUFFICIENT OR INACCURATE PERFORMANCE EVALUATIONS: From probationary assessments to yearly reviews, honest and accurate evaluations must be completed to accomplish three major purposes: (1) legal compliance and documentation; (2) administrative uses; and (3) developmental uses.

INSUFFICIENT OR ERRONEOUS DOCUMENTATION OF PERSONNEL DECISIONS: “If it is not documented, it did not happen.” Employers have repeatedly stated, once the lawsuit was filed, that the employee was warned over and over again about their behavior/attitude/performance; however, not one document existed to support their defense.

LACK OF ADEQUATE INVESTIGATION PROCEDURES: This is a huge issue in litigation. Courts throughout the nation have repeatedly admonished companies for not conducting an objective investigation of a complaint of discrimination, harassment or retaliation in terms of who should conduct the investigation, when it should be conducted, and how it should be conducted.

FAILURE TO APPLY COMPANY POLICIES/PROCEDURES IN UNIFORM MANNER: Many disgruntled employees file charges with the EEOC simply because they feel they have been treated differently than their co-worker in terms of enforcement of policies and procedures. As a result, companies are forced to spend money defending a charge that could easily have been avoided.

INADEQUATE RESPONSE TO INITIAL CLAIM: In many cases, handling an initial claim properly and timely can eliminate the risk of any future lawsuit. When the response is not appropriate, increased damages in a subsequent lawsuit are likely.

LACK OF MANAGEMENT/EMPLOYEE TRAINING: Perhaps the most talked about topic by judges in the last five years. Anti-harassment training must be mandatory for supervisors and managers and must be available to all employees of the organization concerning how to recognize and eradicate unlawful harassment.

INDA MEETINGS SCHEDULE

2008

September 8, **Nonwoven Enhancements 2008**, Hilton Americas, Houston, TX

September 8-11, **INTC 2008**, Hilton Americas, Houston, TX

September 16-18, **INDA Nonwovens Course**, INDA Headquarters, Cary, NC

October 28-30, 2008, **New Energy Technologies 2008**, Marriott City Center, Raleigh, NC

December 9-11, **Filtration 2008**, Pennsylvania Convention Center, Philadelphia, PA

2009

January 26-29, **VISION 2009**, Sheraton New Orleans Canal Street, New Orleans, LA

February 22-24, **Annual Meeting 2009**, Four Seasons Aviara, Carlsbad, CA

May 5-7, **Link with Asia 2009 - The East/West Business Connection**, Sheraton Wall Centre, Vancouver, BC Canada

September 21-24, **INTC 2009**, Grand Hyatt Denver Downtown, Denver, CO

2010

April 27-29, **IDEA 2010** International Conference & Expo, Miami Beach Convention Center, Miami Beach, FL

THAT'S ALL, FOLKS

We would love to hear from you. Just email us at [mjacobson@inda.org](mailto:mjacobsen@inda.org) to let us know how you are getting along.

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