

## ESA Executive Committee Meeting

Minutes 10<sup>th</sup> December 2020 On Line Meeting

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### Those attending:

John Morton  
Wolfgang Bommers  
Chiara Sozzi  
Alberto Rocca  
Simone Wilson  
Ozan Devlen

### 1. Apologies for absence: Mark Horton

### 2. Review the minutes of the last Ex Comm meeting 14<sup>th</sup> September 2020.

The minutes were accepted from the 14<sup>th</sup> September 2020 meeting.

### 3. Cash Situation and forecast 2020

The current cash position as of 10<sup>th</sup> Dec is set out below and the forecast is €153k for 2020.

There are no outstanding invoices as all members have now paid.

The balance at both banks as of 10<sup>th</sup> Dec was:

Nat West	£136,381	€150,025
Comm Bank		€7,500
Total		€157,525

#### Forecast

Additional Revenue: None

VAT rebate in Dec was €5,500 included above

#### Costs:

One outstanding Hezler Invoice                    €3,944

Total Balance Year End Forecast:            €153,000

### 4. Agree 2021 Budget

A surplus of funds is forecast of approx. €50,000 for 2020 taking our reserves upto £153,000 for 2020. In light of this we agreed not to increase membership fees for 2021. We have assumed fewer members in 2021 from 48 to 45.

A provisional budget was worked through and the main differences assumed were:

Partial annual meeting room costs.

AGM costs reduced as we have paid deposits but assumed it will go ahead.

Technical Directors costs lower because of RV and a cap on AGM expenses and reduced travel.

An increase in web site/ agency costs and IT maintenance (back up system)

WB to check the Exchange and Transfer costs ytd as they looked disproportionately high against previous years.

Budget assumed much lower as we now had the Euro account at the Nat West. MN to highlight the new account details on member invoices.

No requests for financial support for Divisional projects have been requested. We allocated €10k for any miscellaneous costs.

The provisional budget is attached. The outcome is a projected reduction in reserves in 2021 of €7,000 subject to WB clarifying money transfer costs in the October part year accounts.

#### **5. 2020 and 2021 AGM**

After some discussion we agreed to look at alternative dates in October 2021 as Covid restrictions are still likely to be in place for May. We are under no time pressure to alter the 5/6/7 May date until the end of February 2021.

#### **6. I.T. Update.**

The Gasket Database is now ready to go live, Knowledgebase and back-up systems are all now established on the website platform.

#### **7. A.O.B**

None

#### **8. Date and venue of the next meeting.**

Exec Meeting 10<sup>th</sup> March 0900 CET

AGM 2021 5/6/7<sup>th</sup> May

**M. Neal**