

ESA Executive Committee

Meeting held on 12<sup>th</sup> March 2015

Smiths Group Premises, Brussels.

Those Present.

Wolfgang Bommers

David Mitchell

Mark Neal

John Morton

Apologies

Alberto Rocca

Michael Werner

### **Review of minutes.**

A review of the minutes was taken, there was outstanding action. MN to circulate Budget for 2015 to all members

### **New Agenda Items**

2015 AGM.

MN gave an update. 65 people had booked rooms at the hotels, all Exec members had been allocated a room and the Guest Speaker for both nights. The boat had been booked (deposit paid) and guest speaker for the CEO lunch, Andrew Lappin arranged. It was agreed to leave a schedule of the meetings in each bedroom and a schedule in the reception. MN to arrange.

The Exec team are to be given a briefing and will assist in guiding people throughout the course of the three days. MN to arrange.

2016 AGM.

WB had worked through a proposal with Garlock to use the Marriot 7km from Dusseldorf airport. The proposal would be to have the 2016 AGM on the 17/18/19 May. The Marriot charges the meeting rooms based on the number of delegates attending. As the total cost was slightly higher than Mira JM suggested that we could try and reduce this by asking the hotel to add a delegate supplement to the room rate.

WB is to discuss with the Marriot and arrange to hold 120 bedrooms until the end of Feb 2016 if he can get a reasonable price for the whole of the AGM. Flange Gaskets, Expansion Joints, Elastomeric & Polymeric Seals on the Tuesday, Marketing Meeting Weds morning, AGM in the afternoon. Packings and Mechanical Seals on the Thursday. This to be confirmed at the 2015 AGM.

WB to discuss with Garlock and Marriot some form of evening entertainment on the evening of the 18<sup>th</sup>.

Technical Directors.

After some discussion the hourly rate is to be lifted to £28 or €35 and any currency expenses are to be converted at the current day rate. This to take effect from 1<sup>st</sup> April onwards.

#### **Darren Turner Replacement.**

The Exec acknowledges DT's support over the years and discussed the wider issue of succession planning. JM suggested that it might be useful to add some wider dynamics to the current Exec team, perhaps inviting an individual from an Eastern or newer European organisation and also to think about a non exec member to attend the Executive Committee meetings. These suggestions were approved by everyone present and the following list of actions agreed.

MN to approach Prokam Kompansators with a view to replacing Darren Turner.

MN to discuss with Mark Horton, Flexitallic Ltd replacing David Mitchell.

MN/WB to discuss with other Exec members their continued support as we will need to notify all Members of re election possibilities and seek nominations in advance of the AGM. Action MN to write inviting nominations for the two vacant positions on the Exec team (David Mitchell and Darren Turner).

MN to talk to Andrew Lappin about the possibility of him being a non Exec member.

WB to confirm whether there is a time limit restriction on seeking nominations for positions before the AGM.

#### **ESA Registration in Two Countries.**

The current situation appears unnecessarily complicated. As the VAT benefit appears to be minimal a proposal was accepted to ask a UK auditor and German auditor for a view of the financial impact of being registered in just one country. Action MN/WB to investigate.

#### **Marketing Update**

DM commented that he was disappointed at the level of response from the eNews circulation as indicated by the analysis report. JM outlined that IT systems don't necessarily allow free information feedback and that the analysis may not reflect the true position. MN outlined the creation of the new database of contacts being developed which would hold members, non members, whether they were part of a division and their position.

#### **New Membership Application.**

The Exec team voted for and approved the application of FMI as a new member. The ESA Membership will be asked if there are any objections. MN to write to all members.

#### **2016 Fee Structure.**

MN presented a proposal to alter the current membership fee for 2016, rewarding those Members that made a contribution to the ESA. This would be presented at the 2015 AGM and monitored throughout the year. MN would monitor.

The base fee would be lifted from €5150 to €5900 in 2016. This could be reduced by €1500 for participating in three areas (defined below, €500 each) saving €750 on the current fee.

The three criteria are:

- 1) Holding a recognised position within a division, Technical Director, Chairman, Vice Chairman or holding a position on the Executive Committee.
- 2) Attending a Divisional meeting (web link acceptable) or Marketing Meeting away from the AGM
- 3) Writing an Article for Valve World or other publication.

MN Objectives.

The proposed list of Objectives circulated by AR was discussed. WB is to refine with the other members of the Exec team away from the meeting and apportion a percentage weighting for the bonus. The bonus for the first quarter 20115 is to be paid.

Points 9 and 11 of the Agenda.

As Oscar was not present it was not possible to gain a true picture of who had paid before the February cut off. In addition the 2014 accounts were not ready. MN also made the meeting aware that he and JM had only just been given signature rights to the UK Nat West account.

AOB

Alex Radway DG ENVI from the European Commission joined the meeting for 2hrs and gave a presentation on IED Forum 13 and the current position. This was acknowledged as a very useful insight and all agreed that we need to develop a fuller business plan which develops the Influence aspect of the ESA's outlook. This will be done at the Sept Exec Meeting which will be over two days. The first day will be dedicated to developing a Business Plan/Strategy for the ESA. The existing strategy is thought to be out of date. DM is to circulate a copy for all, this could form the base of any future plan.

Date and Venue of the next meeting.

Tuesday 19<sup>th</sup> Evening at Mira.

