

ESA Special Executive Committee Meeting

Minutes 12th December 2018, Dusseldorf, Germany

Those attending:

John Morton
Wolfgang Bommers
Simone Wilson
Alberto Rocca
Ulf-Oscar Homann

1. Apologies for absence:

Mark Horton
Ozan Devlen

2. Review minutes last Ex Comm meeting 27th September

The minutes of the last meeting were accepted and after much discussion regarding the importance of engaging the Chairmen and other key ESA personnel as we did in September it was decided to hold a similar meeting in March. The following actions were agreed:

MN to invite Chairmen, Technical Directors and David Mitchell for a meeting to be held on the 6th March in Dusseldorf. The objective would be to discuss the Future Direction of the ESA. Each person invited would present a 10 minute overview of how they see the ESA developing with 3 potential ideas. MN to draft guidance notes. Following the meeting everyone would be invited for dinner that evening.

The Exec only meeting would be on the 7th March as normal. Meeting venue would be the Landgut Ramshof.

3. Accounts YTD 2018

The draft accounts were presented. As the final year end is the end of December it was decided that only the full version would be circulated. As they were virtually complete this could be as early as January 2019. We should be in neither a surplus or deficit position for the year by then.

4. Actual Cash situation and cash forecast 2018

The actual Cash position and forecast is attached. We paid some (approx. €6k) of the AGM for 2019 costs this year but expect to be between €95k to €105k depending on whether three members made payments (DuPont, Technetics, Hemple Firmus) and a VAT repayment of €6k was made. The 2017 Dec cash position was at the year end was €107k, we expect to be similar this year.

5. Agree 2019 Budget

The 2019 budget was worked through and is attached. Expenditure is relatively low and we allowed for the full absorption of the Gasket Data Base costs and assumed there would be a decline of 4 members in 2019. We discussed Membership and the need to be actively seeking new members. The actions are contained in point 12.

6. 2019 AGM – Update

Everyone was aware that we had now booked the hotel and reserved the restaurant for the dinner. Coaches were required and had been reserved.

Suggestions for guest speakers were:

Steve Schofield – BPMA, Current State of the European Pump Industry

Rob Taylor – BVAA, Current State of the European Pump Industry

Barry Kirkman – Previous manager of BP Engineering world wide

Dirk Kölbl-Managing Director, CIS Inspector

<https://www.cis-inspector.com/index-2.html>

7. Standards & Legislation

David's notes for the meeting were discussed and everyone agreed that we should try and support him as much as possible. There are one or two "pointed" comments which we felt were perhaps a sign of frustration at the pace of progress on some of the issues outside of David's control.

8. Web Site, LMS & Share Point

There were no issues with the website and the Goggle Analytics report covering both before and after the move to the new platform revealed no adverse trends in visitors. All agreed that the new look site was more modern.

The LMS software is now on the site although not visible to the general public (link below). David Edwin Scott is currently piecing together a training programme for the Packings Division which includes animation and video all hosted either on the site or U tube.

<https://www.europeansealing.com/courses/compression-packings/>

The ESA Share Point directory was now active and we discussed access rights to all MN's files as there is some sensitive information. It was agreed that the ESA chairman, Vice Chairman and Treasurer be given access. As Oscar is retiring then this will fall to Wolfgang as both VC and Treasurer. MN to send the Share point invite to JM and WB

9. CF Services

AR had a discussion with CF Services at the Valve World show. They are no longer interested in being members.

10. FSA Update

MN provided an update. Phil Mahoney has retired as chairman and been replaced by Rob Coffee, Mark Savage of John Crane will be VC. Carl Jones, and Henri have retired their posts and Chris Swonger, head of Government Affairs has moved industries. The Spring Meeting is April 30th to May 3rd in Chicago and October 21st to 25th in Pittsburgh. If ESA Exec were traveling to the USA could they attend to help manage costs.

11. Objectives WIP

A lengthy discussion on MN Objectives was had. Objective 1 was to be altered to reflect the fact that the members at the CEO lunch in May were not overwhelmingly supportive of LDAR. Simone was to reword this objective after discussion with the Exec team. We also agreed that MN would provide an update on the 4 key areas of the objectives at each Exec.

12. Membership.

MN was to take the lead on gathering together a list of potential members and contact details. MN would also make a suggestion as to what might be included in an ESA member invitation pack. Suggestions were News Letters, current projects, key dates and costs of membership. We also discussed a pro rata payment option and “buddying up” or utilizing the Exec team as mentors in the first year. MN would take the lead and start the draft discussion amongst the Exec team.

The Membership Participation spreadsheet was discussed. As the opportunity to attain all three membership fee reductions was limited and there was only one company, Flexitallic, who had managed the maximum discount, Vs three in previous years. The limiting factor this year was the opportunity to have articles published via Valve World.

13. Careers Area

Whilst the Careers area is being used it is a relatively small numbers of users. We agreed to include a feature in the News Letter more prominently and try and obtain Google Analytics for this specific area of the website.

14. Gasket data base

MN presented three documents which had been sent by Manfred Schaaf, Amtec regarding the ESA gasket database. There was an overview, cost summary and web site analytics for the current database. After discussing the cost proposal we felt that it was sufficiently attractive in terms of both cost and the interests of our members to move forward.

MN is to arrange to meet with Manfred Schaaf, possibly at the TTF meeting in Austria. Subjects to be discussed are:

Can ESA Members have a fixed price agreement for test work.

Can a five year agreement be renewed in year 4. Automatically renewed for another 5 years if no agreement.

No use of the data by any other similar organization or association involved with Sealing devices.

Can Amtec commit to a time frame on any test work.

We would like to avoid any commercial promotion of any individual member initially.

The proposal would be to part fund the cost of €15,000.

Can Cetim offer similar costs for test work. How would MS feel about this, would they be supportive?

15. AOB

None

16. Date and venue of the next meeting

6/7th March 2019, Dusseldorf.

Mark Neal

17th December 2018

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