

## **Special ESA Executive Committee**

Minutes of Meeting held on 3<sup>rd</sup> September 2015

Held at W.L Gore & Associates, Putzbrunn

### **Those Present.**

Mark Neal	ESA
Michael Werner	Teadit
Alberto Rocca	W. L.Gore & Associates
Thomas Boehm	Eagle Burgmann
Wolfgang Schoepplein	ESA
Ozan Devlen	Kastas
Hans Dekker	Chesterton
Sandy Van Den Broeck	Donit
Ulf-Oscar Homan	ESA
David Edwin Scott	ESA
Stephan Piringer	Klinger
Wolfgang Bommers	Burgmann Packings
John Morton	John Crane

### **1. Apologies**

Mark Horton	Flexitallic Ltd
John Kerwin	Idex Corp
Mikael Edvardsen	LBH International

### **2. Minutes and actions from the previous Minutes.**

There were no outstanding issues arising from the last minutes. They were approved.

### **3. Reports and budgets from the divisions.**

#### **Elastomeric & Polymeric Division.**

David Edwin-Scott provided an update on behalf of John Kerwin who was unable to be present. There are projects planned for 2016 which will require funding. €8000 was to be raised between the E&P members, an estimate of €10,000 maybe required from the ESA. Some of this could come from the ESA under the standard funding for divisions. WB clarified the basis for funding, the remainder would need to be separately allocated. MN to confirm ESA support following discussion at the next Exec..

#### **Packings Division**

HD updated the meeting on the current and future programmes

There was a predicted €10k underspend on 2015 budget. This will be carried forward to 2016. There was no additional budget requirement for 2016 and the CETIM supplement can be removed from 2016 PD member invoices.

#### **Flange Gasket Division.**

SP updated the meeting on the current and future programmes.

There was no additional funding requirement for 2016, however there were a series of actions resulting from the presentation by SP;

- a) The Friction Factor vote was discussed and in the light of the poor response (below the 60% threshold) it was decided to circulate a request for a new vote. FGD members would also be made aware that funding would be available from the central ESA funds which would reduce the individual costs. It would also be made clear that if there was no return it would be taken as a yes vote.

b) A new project was identified which could potentially span a number of divisions. The current Potable water testing procedures within Europe are not consistent across different laboratories, countries, costs are variable and validity timescales vary. It was felt if we could obtain sufficient information from Members then through the Smith's Group we could make an approach to the EC with a view to introducing a new industry standard. In order to build the background information MN would circulate a matrix table for members to complete.

#### **Expansion Joints Division**

ME was unable to attend the meeting. However he had indicated that there was little progress with their programmes since May.

#### **Mechanical Seals Division**

WS provided an update on the current and future programmes.  
There was no additional funding requirement.

#### **Marketing Committee**

MN provided an update on the current and future programmes.  
There was no additional funding requirement.

All presentations will be held in the new Membership area held under the respective meeting. ie Members Area>Executive Committee>Meetings>3<sup>rd</sup> September 2015

#### **4. A new Supplier Division.**

JM outlined the opportunity to develop our supplier links as new material technology was important to all. AR thought that in order to progress this issue with any potential new member the ESA Value Proposition needed to be addressed. It was difficult to attract new members with the current information.

The following actions were agreed as a new project:

- a) The ESA Value Proposition needs creating. MN to introduce to the Marketing Team
- b) All members to be asked for potential Supplier detail.
- c) The key contact/CEO would be sent the VP on behalf of the ESA
- d) The Industrial Materials Working Group could be reintroduced if sufficient suppliers can be encouraged to join the ESA
- e) All were in favour of encouraging suppliers and recognising them as a distinct group within the ESA

#### **5. ESA Statistics and Surveys.**

It was agreed that the current statistics were not sufficiently reflective of the market place, whether Flange Gaskets, Packings or Mechanical Seals. Without complete data for all ESA and non ESA members the only real value is in macro trends in our industry sectors. A proposal for the next AGM is to drop the current format of market statistics and replace it with information which might be of interest from a wider cross section of industries. ie Valve sales, pump sales, oil barrel output, investment in Pharmaceutical sectors.

MN would review with the marketing committee and formulate a plan.

MW was able to share some of the detail from the VDMA market statistics report which was extremely comprehensive. MW was to talk to the VDMA about the possibility of being able to be included or share in some of this detail.

#### **6. Dates for future meetings.**

The following dates were set:

16<sup>th</sup> December 2015 Executive Committee meeting, Dusseldorf, Marriot Hotel.

16<sup>th</sup> March 2016 Executive Committee meeting, Putzbrunn, (Munich)

17<sup>th</sup> to 19<sup>th</sup> May 2016 AGM Dusseldorf

17 <sup>th</sup> May 2.00pm	Flange Gasket Division Elastomeric & Polymeric Division Mechanical Seals Division
18 <sup>th</sup> May 9.00am	General Meeting
19 <sup>th</sup> May 9.00am	Packings Division

19<sup>th</sup> October 2016 Divisional Meetings, Location TBA

20<sup>th</sup> October 2016 Special Executive Meeting, Location TBA

14<sup>th</sup> December 2016 Executive Committee meeting, Location TBA

16<sup>th</sup>-18<sup>th</sup> May 2017 AGM, Barcelona (TBC)

#### **7. UK and German Registration.**

MN and WB had taken advice on the benefits of registering the ESA in just one country. Whilst it might reduce some administration and costs there was not a significant benefit. VAT recovery from MRN Management Services would not be possible if the ESA was registered in just Germany as it is not VAT registered there.

#### **8. Strategy development and discussion.**

MN gave an overview of previous work and strategies. It was felt that after some discussion that taking the existing Mission statements, rewording them to make them more of a value proposition to members would be a better starting point. This would provide a stronger draw for potential and existing customers and link in with the Value proposition work being developed by the Marketing Team.

MN to circulate the 4 Mission statements to all at the meeting, Chairman and Vice Chairman to validate their worth and seek comment. This would then be consolidated to reshape the direction of the ESA. From here the "plan" could be created to ensure that we are on track with the requirements of the membership.

#### **9. Updated Invitation list for the AGM.**

WB felt that some influential people were not invited to the CEO lunch and AGM. It was decided to produce a VIP listing. MN to establish a draft list of the "Lucky Ones". This would be maintained by all on the Exec and Divisional Chairmen.

#### **10. Update on Amtsgericht Memmingen**

WB confirmed that we were fully upto date with Amtsgericht Memmingen requirements following the changes in Exec Chairman and General Secretary.

#### **11. Chairman's and Finance Report.**

JM felt that it was early days following the AGM but was comfortable with progress being made. UOH confirmed that all member companies due to pay to the Commerzbank Act had indeed done so but he was unsure what the situation was with the Nat West act. MN to provide copy statements for the Nat West.

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

MN was monitoring progress and participation throughout the course of the year. To date there were 24 companies with no participation, 12 who had fulfilled 1 activity, 11, two activities and 2 with all three activities. There is zero financial impact for 1.5 activities on membership fees. This report is to be circulated in MN's monthly report to the Exec Comm.

#### **13. Objectives and bonus for 2015**

MN was concerned that reviewing his objectives 12 monthly didn't allow for improvement mid term. MN to discuss with JM and review.

#### **14. Legislation and Standards Director.**

MN outlined the case for appointing David Mitchell to coordinate all Standard and Legislation projects. The ability to influence and coordinate such projects was a strong message coming from

members. As such DM could coordinate and project manage the various standards being reviewed, developed and worked upon by each division. He would be reimbursed on the same basis as the Technical Directors for his time and expenses. The Exec team were asked to vote on the proposal to employ DM in the capacity of Legislation and Standards Director. This was unanimously accepted.

#### **15. AGM 2016**

WB and Simone Wilson (IDT) had worked hard to find a suitable venue for the 2016 AGM. We now had the Dusseldorf Marriott 10km from the airport and the Die Kokerei, a World Heritage site for the Wed evening meal. MN to discuss the arrangements with WB and SW in detail. The next Exec Comm meeting would be at the Marriott on the 16<sup>th</sup> December 2015 where we could review the facilities at the hotel and the venue for the meal.

#### **16 A.O.B**

#### **17. Date and Venue of the next Ex Comm.**

15<sup>th</sup>/16<sup>th</sup> December, Dusseldorf Marriott. (See pts 6 and 15)

MN 4/9/15