

## ESA Executive Committee

### Minutes for meeting 10th March 2021 9.00am

#### Location: On Line

1. Apologies for absence.  
No apologies, full team present. (Simone Wilson, John Morton, Mark Horton, Ozan Devlen, Chiara Sozzi, Wolfgang Bommers, Alberto Rocca)
2. Review minutes last EXCOM Meeting 10<sup>th</sup> Dec 2020  
The minutes from the 10<sup>th</sup> December were accepted.
3. Year End accounts 2020  
The year end accounts were discussed (attached) and WB provided an overview.  
  
These will be posted to the members area in due course once confirmed by WB.
4. Cash situation and cash forecast 2021

Commerzbank €26,400

NW Euro	€54,267
NW GBP	£130,704

Members paid to date: 22

The new euro account at the Nat West is established hence the need to present 2 euro accounts. As previously agreed the Commerzbank account will be kept positive but with a small balance. We have had no feedback from members concerned about the cost of being a member this year and all 2020 invoices had been cleared.

Eagle Burgmann were late paying and took the discount. This will be addressed on the 2022 membership invoice. Amtec didn't take the discount but were entitled to it. This will be credited back in 2022.

It would be difficult to forecast the cash provision for the end of 2021 but it is anticipated that we will increase the current surplus position.

5. 2021 AGM – Update  
Guest Speakers  
Amanda Keetley, author and founder of Less Plastics?

MN to contact Amanda to see if she is available but all other interested parties have been notified and hotel reservations are being made by members.

Hans Hourmark (ex Donit/Klinger) has asked if he could attend the AGM as a guest. We discussed the proposal but as we believe this will largely be an opportunity for his business and not beneficial to the ESA we will decline. Action MN

We will continue to monitor the current Covid situation for October and everything is in place to proceed.

6. ESA Strategy Review

We have not reviewed the 2019 ESA strategy document for some time. This is quite a big subject but MN wanted to ensure that we were still on track and also ensure that it was still relevant in light of the Covid impact.

MN to circulate the Strategy document and invite feedback from the Exec team

7. David Mitchell

Current Projects:

EDW

IED 13

PFAS

Methane

MN and RV are currently monitoring these projects and as none of them are fast moving then it was a relatively light subject to keep on top of. The issue of whether or not to have a dedicated person managing these subjects was discussed. SW suggested that perhaps we ask the members to manage these subjects rather than having 1 dedicated person.

DM Remembered.

MN felt that it would be more appropriate to aim for something more befitting to remember David by. This could be linked to an ESA scholarship award or young person's initiative which would link in with one of the ESA's aspirations to provide opportunities for younger members. MH suggested that we could perhaps do this in conjunction with the university that David attended. MH had benefited from such a programme and he would make contact with David's University. OD also made the suggestion that papers could be written and/or recognized in David's name. OD to send details.

MN/MH/SW to discuss once we have information from MH and brief the Exec.

8. Gasket Database.

The Gasket Database was now visible to the general public via the website and was functional with constant updates managed by Amtec. We had received no negative response from Munster University.

The process and guidelines for the management of the database had been drawn up by the ESA Technical Task Force. Within these guidelines any FSA member could supply data and MN felt that only ESA members should have this opportunity on the basis of:

a) ESA members had paid for the database.

b) One side benefit was that it was intended to attract new members.

This was accepted. MN to notify Amtec.

SW wanted to review the guidelines. MN to send.

9. Date and venue of next meeting.

10<sup>th</sup> June 9.00 CET