

## Exec Meeting Minutes

12.10.2022, 09.00 h (CEST), Schloss Hotel Munich

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### Participants

Mark Neal  
John Morton  
Mark Horton  
Simone Wilson  
Alberto Rocca  
Chiara Sozzi                      On Line  
Wolfgang Bommers

#### 1. Apologies for absence:

Ozan Devlen

#### 2. Review of Minutes of the last Meeting 11<sup>th</sup> March 2022

The previous minutes from the 11<sup>th</sup> March 2022 were accepted. One question was raised by WB. See point 12

#### 3. Cash Situation and forecast for 2022

MN Presented the cash position as of September end and forecast for the year. The forecast was €209k Vs €212k in 2021(see attached)

#### 4. Policing of Member Fee Payments 2022

The current position as of the end of September was discussed. We still had one outstanding fee payment from PPE but this was linked to a credit note for testing samples. It was unlikely that we would receive payment from Pipeotech.

There were a number of payment anomalies (Members taking early payment discount when they had paid late etc) WB to prepare a list of the anomalies. MN to notify the under and over payees that their 2023 Membership invoice would be adjusted accordingly.

#### 5. Proposals for 2023 AGM

Two proposals from Corporate Peaks, a number of options in Turkey and the meeting hotel (Schloss) were discussed. On the basis of Carbon footprint information supplied by OD and cost comparisons, the Schloss hotel was favoured albeit some distance (25mins) from Munich airport. The Schloss hotel quote needed fine tuning and some clarification which MN would undertake in the afternoon. An alternative location would be Prague and we agreed that a realistic budget for future AGM's was €30k or less.

Two areas that we needed to address at the next AGM:

- The CEO lunch in 2022 didn't feel inclusive enough and a discussion with the attendees and private area is necessary. We should include future ESA plans as a main point each year, locality of AGM's and the decision making process (carbon footprint, cost, ease of access) would be included. We later discussed having John Monaghan present the work that Burgmann Packings had done in reducing plastics in their organisations and seeking commitment from the CEO's to commit to something similar.
- The Meet and Greet session didn't achieve what we set out to do. "If I were a first timer I wouldn't have known anything new". The proposal is that the Exec, Divisional chairmen, tech directors introduce themselves. Finger food, stand up and mingle reception for first timers. We would all reply to three standard questions and address the audience.

SW agreed to look at possible guest speakers from the Future Institute.

JW would discuss a possible guest speaker from the EU Via Samuel Suchel, Smiths Group.

If there was sufficient headroom in the AGM budget then we could fund a guest speaker provided we didn't overspend on the €30k budget. We would look at whether it was possible to clear some of the statutory requirements the week before online.

## 6. **Exec, Divisional & ESA Roles, Transparency, Recruitment Process & enquiries.**

MN presented the current status of the transparency process with the extension of the online tables in the member area.

We defined the following term policies for various roles in the ESA:

### **Executive Committee Positions.**

A minimum term of 3 years was required, after that the person could be reelected for a further 3 years but the 6 years would be a maximum. After 6 years there is a no return policy of 1 year. If after the break of 1 year the person could be reelected but it could only be for a further 3 years. A lifetime limit for Exec positions was 9 years.

On this basis it was agreed that Mark Horton and Alberto Rocca would step down in May 2023. We discussed various candidates and agreed to approach the following:

MN to Talk to James Walker (Diederik)  
CS to talk to Avko, (Mariya)  
SW to talk to SGL (Olympia)

WB to clarify the dates of election and re election for the Exec.

### **Divisional Positions.**

There would be a change from the current 2 year tenancy to 3 years. The 3 years would be fixed.

### **Treasurer.**

WB would retire in May 2025. The Exec policy above would be applied thereafter. The treasurer is not part of the Executive Committee and is only required to attend March, December plus the AGM but can attend all if they wish.

## **7. New Member Project.**

MN provided an overview of the work that had been undertaken and presented the plans that were underway. There were six potential avenues for potential members and an action plan for each area was shown in the presentation. Further agreed actions;

We would monitor potential members via a spreadsheet rather than a CRM software.

We would ask each division for a contact who is on Linked in to provide webinar posts for Actuado to re post.

A digital marketing plan for 2023 was agreed upon.

During the Divisional meetings we would discuss at potential known manufacturers who could be ESA members.

We would focus on one ESA Division at a time and target potentials. AR suggested that he knew of several Elastomeric & Polymeric potential members in Italy and he could help. We would use the E&P division as the main focus initially.

We would also produce two new documents which would be held on the website for use with potential members:

- i) The benefits of being a member of the ESA
- ii) A welcome Pack

Neither document currently exists and rather than sending bland text documents it would look far more professional and interesting if we had prepared information available.

## **8. Ralf Vogel/Alberto – Review**

RV's contract was due for renewal. MN had carried out a review with RV and discussed his contract. MN and the team were more than happy with his work. RV wished to continue on the same terms plus 5% for the 3 year period. MN to arrange a renewal of his contract.

AR had now left Cararra and would act as a consultant for Calvo and would be formally representing them within the ESA for six months until he stepped down from the Exec,

## 9. **Young Minds Initiative.**

The first meeting was due to take place on the 18<sup>th</sup> Oct. The U of Strathclyde had confirmed that Ilya Gladkikh had been selected as the recipient of the David Mitchell scholarship (see attached)

MN had also been in discussion with Amtec and the University of Mannheim about sponsoring a student for a research project connected with Hydrogen testing for the Packing Division.

## 10. **Review of Blue Sky Day & Strategic Influence 2023**

MN reviewed the ideas generated during the BSD in March 2019. Of the 5 ideas that were generated, 3 were complete and two were in progress.

We agreed to hold a Blue Sky day at the next AGM together with an update on the Environmental Initiative and hold a Reduction in Plastics Initiative with perhaps a presentation from Burgmann Packings on their work in this area. WB to confirm if John Monaghan could attend and provide an overview of their work.

## 11. **Environmental Impact & Sustainable Improvement**

There had been two further meetings since the AGM utilizing the services of ORCA and we were now in the process of looking for 5 member companies who might be willing to participate in the next stage of the programme. Each of the 5 would be required to produce an audit of their energy and materials usage.

There is cost attached to working with ORCA and MN felt that there was a lack of concrete plans coming from them. If we continued utilizing ORCA then there would also be costs for the member companies as well as the ESA.

## 12. **Payment to MRN Man. Services in Euro's Vs GBP**

Traditionally MRN Man Services had been paid from the Nat West sterling account. As funds had now been diverted to the Euro account to avoid bank transfer costs on income received from members, there were insufficient funds in the sterling account to pay MRN. It is necessary to transfer from Euro to sterling to cover the MRN Man Services costs. Transferring between accounts also costs money. If we could transfer from Euro straight to MRN Services in Euro then this could save money. MN pointed out that MRN would then incur the cost which had not happened previously. MN/WB agreed to look at the scenarios and work out a least cost solution for both parties. Action MN to look at theoretical transfer scenarios based on current exchange and bank rates for moving €50k.

## 13. **PFAS Impact**

A ban on PFAS by the EU was inevitable and the burden of seeking a derogation would be down to Industry to prove otherwise. Very few members appeared to be showing too much concern currently. If we wished to seek a derogation, our Government Affairs suggestion is that we produced a Socio Economic Analysis report and present it to SEAC. SEAC makes recommendations to EU policy makers and will only accept SEA reports from independent research organisations. CEFIC, FFP4EU together with Plastics Europe had also confirmed this in a recent meeting. To date we (ESA) have issued enquiries but no organization was able to commit to

the timescale for the production of such a report. The cost was likely to be sizeable (€50k to €70k) and we may need to seek additional funds from members or utilize reserves.

#### **14. Future Dates of Meetings**

The following dates for the Exec were agreed:

22/23 November 2022      Dusseldorf  
14/15 March 2023  
19/20 Sept 2023  
12/13 Dec 2023

#### **15. A.O.B**

Exec Minutes on Website. This was upto date.

#### **16. Date & Time of Next Meeting.**

22/23rd November 2022 Dusseldorf.

M. Neal  
24<sup>th</sup> October 2022