

Exec Meeting Minutes

23rd November 2022, 09.00 h (CEST), Sheraton Dusseldorf.

Participants

Mark Neal
John Morton
Ozan Devlen
Mark Horton
Simone Wilson
Alberto Rocca
Chiara Sozzi On Line.
Wolfgang Bommers Treasurer

1. **Apologies for absence: none.**
2. **Review of Minutes of the last Meeting 12th Oct 2022**

The previous minutes from the 12th Oct 2022 were accepted.

3. **Cash Situation and Forecast 2022**

The forecast cash position at the end of the year (see attached) was forecast to be €211,000. This compares to 2021 of €212k and €156k in 2020.

4. **Finance.**

Figures were agreed for a 2023 budget including a projected expense and revenue of €100k/€100k for a PFAS SEA report. This is to be charged and split across all members in the 2023 membership invoice issued in January 2023. We discussed the fact that some members benefit from a ban and may not be willing to pay for such a report. Our decision was that every member has to pay.

5. **2023 AGM – Update**

We agreed to hold the 2023 at the Schloss Hotel, Munich. Their projected costs were in line with our budget and although the CEO lunch and evening dinner costs hadn't been agreed we anticipated that remaining budget allocation would be sufficient. They had quoted for the standard number of meeting rooms and we had an allocation of 65 rooms until the end of February.

Options for a CEO lunch guest speaker:

Trash for Cash	AR
Circular Economy or Traceless	SW

Sustainable Packaging

Main focus running throughout the AGM MN

We also agreed to hold the 2023 AGM in Prague. MN to discuss options with Manfred Schaaf.

6. Exec, Divisional & ESA Roles, Transparency, Recruitment Process & Enquiries

An outline of the expectations of Chairs & Vice Chairs was to be added alongside the new link on the careers page of the Members Area. The Standards & Legislation outline had just been added and the others were to follow. A bio and pic from each Exec member is also to be added.

SW/CS had not been able to talk to Mariya at AVKO and Olympia at SGL

7. New Member Project – Focus on E&P Division

AR felt that there was a great opportunity to attract members to the E&P group particularly on the growing interest in PFAS. We agreed to hold our next Exec meeting in Bergamo on the 15th March with a “lunch and learn” session on the 14th. Invites would be sent to all potential manufacturers of E&P seals in the area. We would also focus on technical work the E&P division are undertaking.

AR & CS to locate a suitable hotel. AR to provide potential Contact details. MN to discuss with TY, Chairman of E&P div.

8. Young Minds Project

The first meeting of the Young Minds project was held on the 18th October and was poorly attended. There was however some really informative views from John Crane and James Walker.

It was decided that awareness of the ESA and awareness of the opportunities that were available in member companies was the area that the ESA could focus on. James Walker suggested “Grad Cracker” as a perfect example of where the ESA could have a presence.

We agreed that we should also make our presence known at key Universities in Europe. Manheim University was already being discussed but CS also suggested the Politecnico of Milano and would make some enquires. OD also suggested University of Stuttgart and would write to DR Bieringer of Freudenberg as a potential contact working at the University and ESA member.

9. Environmental Impact & Sustainable Improvement

MN had received a proposal from ORCA but felt that overall there was insufficient substance to proceed with them given the costs associated with their involvement. To date we had only received two presentations and very little we could work with.

We agreed to internally work on Packaging as a main subject area and work this through with the members at the AGM. MN had discussed with John Monaghan at Burgmann Packings the issue of Creels used in Packings and he would present his work to date on this subject at the next divisional meeting. It was felt that this would be a good starting point of engagement with CEO's and would form a focal point at their lunch.

Separately MN had been in discussion with Valve Campus about their Carbon Footprint software tool which is due to be launched. This would be introduced to five members initially as a trial.

Colin Ure had decided that he no longer wished to take up the position of Stds & Legislation Director. The outline of the role would be circulated to all members and was now posted in the Careers area of the Members area.

10. Payment to MRN Man Services in Euro Vs GBP

MN had analysed the costs and discussed with WB and agreed that the costs were relatively minimal and we would continue as we were.

11. PFAS SEA Requirement & Quotes

The PFAS subject is occupying a significant amount of resource. There is a requirement to produce an SEA report and three quotes had been received. (posted in the members area). There was to be a PFAS meeting on the 30th November to discuss the quotes with all members and seek a mandate to proceed and invoice each member €2k to cover the total estimated costs of €100k. Triskelion would be ruled out as their quote was significantly more expensive than the other two. None of the potential suppliers would be notified until after the membership vote was complete.

12. Future Dates & Meetings

14/15 March 2023	Bergamo
19/20 Sept 2023	
12/13 Dec 2023	
12/13 March 2024	
14/15/16 May 2024	Prague

13. A.O.B

14. Date & Time of next Meeting.

14th March Bergamo for Lunch & Learn followed by dinner that evening.
15th March for Exec Comm meeting

M. Neal
26th November 2022