

Draft Exec Meeting Minutes

14th March 2023, 1500 h (CEST), Winter Gardens Hotel, Bergamo.

Participants

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

1. **Apologies for absence: Mark Horton**
2. **Review of Minutes of the last Meeting 23rd November 2022**

The previous minutes from the 23rd November 2022 were accepted.

3. **Year End Accounts 2022**

WB presented the provisional financial year end figures for 2022 (attached). Significantly higher costs in 2022 were isolated to the 30th Anniversary AGM compared to no AGM in 2020 & 21. The 2022 final cash situation was €206k, €6k lower than 2021. Two members paid late in 2023 which would have neutralised the difference if they had paid in 2022. Wolfgang's overview is attached.

4. **Cash Situation and forecast 2023**

The bank balances to the end of Feb were presented by MN. There were three members not renewing in 2023 and 2 members paid 2022 fees in the early part of this year. There was a review of membership fees and we agreed that the cash position floor for triggering a rise in fees would be lifted from €90k to 50% of the previous years revenue (excluding other income, only membership contribution). If our cash position at the end of 2022 was less than 50% of €295k (2022 membership cont.), ie €147k then we would have raised the fees in 2023. Attached is the spreadsheet summarising the balance of all accounts at the end of Feb. Cash position for the end of the year was still expected to be in line with the budget

5. 2023 AGM

We discussed the AGM timing at length and agreed the attached provisional schedule. MN would work with SW on confirming the guest speakers which were to be related to plastic replacement specialists. This would form the basis of the CEO lunch and the “Reduction in Plastics” meeting. WB would talk with John Monaghan at Burgmann regarding his attendance and presentation on this subject.

The “meet and greet” would be opened by MN introducing the Exec and Technical Directors and Divisional chairs, then handing over to SW to say a few words. Bistro table arrangement and finger food only.

David Edwin-Scott (DES) was due to retire in 2023 and MN was to find a suitable gift to mark his retirement. MN would try and contact his wife.

Mark Horton and Alberto Rocca were due to step down from the Exec. Mike Eason from James Walker had already expressed an interest and submitted an application form for one of the positions. Jane Abi Add (Eynard Robin, France) had also expressed an interest. MN to discuss with Jane and finalise. Hans Dekker was also suggested as a candidate.

6. Bergamo Roadshow

MN presented the 21 confirmed attendees for the following days presentation in the Kilometro Rosso building. RV, OD and MN were the main presenters with SW providing closing words. Direct costs for hosting the event were expected to be approx. €3k depending on catering numbers. 3 members had applied for membership, one has since confirmed and paid fees (Carco Spa)

7. PFAS Restriction Proposal

This continued to be a substantial project and was particular concern to many members. Attached was the position of members that had agreed to participate. The final date for submission of the questionnaire and registering would be extended to the 14th April. 351 organizations had registered but the number completing the task was likely to be far less. MN was to present to the Belgium Environmental Minister on the 28th March and the Cefic and the Norwegian/Swedish authorities responsible for drafting the proposal on the 30th. We were on track to deliver the SEO by the closing date of the Public Consultation on the 22nd Sept. MN had set up a smaller working group of members which was meeting every two weeks. DES had agreed to be the resident Technical Director for this project.

8. Technical Update from Ralf

RV kindly presented to the Exec and we agreed that this should be a regular (PA) update. Please see the attached presentation.

9. ESA Objectives 2023

MN provided an overview of the Objectives (attached) for 2023 and progress. The impact of PFAS in terms of time was significant and some areas had to take a back seat in order to answer and deal with the creation and circulation of the SEA and attendance at numerous meetings. Some adjustment of timescales would be

necessary. MN would review progress with SW at the end of March before the Q1 bonus was paid in April.

10. **A.O.B.**

No other business.

11. **Future Dates & Meetings**

15/16/17 May AGM (no Exec meeting)

19/20 Sept 2023

12/13 Dec 2023

12/13 March 2024

14/15/16 May 2024 Prague

12. **Date & Time of next Meeting.**

19/20th September 2023 Prague

M. Neal

10th April 2023