

**MINUTES OF ANNUAL GENERAL MEETING
INSTITUTION OF CHEMICAL ENGINEERS - ABERDEEN MEMBERS GROUP**

LOCATION: Fraser Noble Building, Lecture Theatre 3, University of Aberdeen, Aberdeen
AB24 3FX

DATE: 11th January 2018

CHAIRMAN: Azzam Younes [AY]

MINUTES BY: Caroline Laurenson [CL]

REVISION: 00

COMMITTEE MEMBERS PRESENT:

Azzam Younes [AY]	Ollie Folayan [OF]
Nurul Ali [NA]	Conan Cooper [CC]
Alasdair Gray [AG]	Maryam Gharebaghi [MG]
Rory Davin [RD]	Zoe Chu [ZC]
Caroline Laurenson [CL]	Cameron Ferguson [CF]
Neill Renton [NR]	Lisa Rossi [LR]
Gabriella Thomas [GT]	Nadine Elmallah [NE]
Kathryn Conlon [KC]	Emily Mowat [EM]
Donald McDonald [DMcD]	

COMMITTEE MEMBERS APOLOGIES:

Kishor Selekar [KS]	Marcus Bannerman [MB]
Tekena Fubara [TF]	
Kerry O'Neill [KON]	

Item	Description	Action
	<i>The presentation section of the meeting opened at 18:30</i>	
1.0	<p>Presentation</p> <p>The AGM was preceded by a presentation by Professor Tom Baxter, on an alternative view on Carbon Capture. This included an overview of the parasitic loads within the CO2 extraction process, that effectively mean that additional fossil fuel must then be burned to achieve the same power generation load prior to modification of the system. This ultimately increases discharges of NOx, SOx and particulates. Challenge made that efforts would be better spent in other areas, good examples were given such as home energy efficiency and a case study of process optimisation in gas compression train to reduce the power demand of the system. This sparked some really good debate and the suggestion that we hold a follow-on event to look at other sides of the debate. Our thanks goes to Tom for presenting.</p>	
	<i>The AGM meeting opened at 19:20</i>	
2.0	<p>Previous AGM Meeting Minutes</p> <p><i>Proposed by: Nurul Ali</i></p> <p><i>Seconded by: Caroline Laurenson</i></p>	
3.0	Committee Summary	

Azzam Younes gave a summary of the committee's activities over the past year and some of our ideas for 2018. This included an overview of the annual dinner, technical annual seminar, social, young members, mentoring and schools events.

Further details can be seen on the presentation material. The 2017 calendar is also appended to the end of these minutes.

It was noted that annual dinner was very successful with our highest attendance in some years. We would have liked higher attendance at the annual technical seminar.

The 2018 annual dinner was introduced and members were encouraged to sign up (to date 8 tables sold). Corporate sponsors and raffle donations are still being sought for the event. Details of the dinner are as follows:

Date: 19th April 2018

Venue: Hilton Treetop Hotel, Aberdeen

Guest Speakers: Colette Cohen from the Oil and Gas Technology Centre and Martin Murray from Rock Rose Gin.

Awards: Open for nominations for the Chairman's Award, Best Technical Presentation and Young Chemical Engineer of the Year (see separate email correspondence and IChemE website for further details)

Suggestions and offers of help to input to individual events is very welcome from the membership, please get in touch and let us know your ideas for 2018.

Up-to-date information on events can be found on the Aberdeen IChemE Members group website (www.icheme.org/Aberdeen) and also our social media pages:

IChemE Aberdeen Members Group Facebook

<https://www.facebook.com/groups/476842079184144/>

IChemE Aberdeen Members Group Linked In

<https://www.linkedin.com/groups/4088636>

IChemE Aberdeen Young Members Group Facebook

<https://www.facebook.com/groups/AberdeenYM.IChemE/>

<https://www.facebook.com/groups/ABDNChemEng/>

4.0 Treasurer's Summary

	Income	Expenditure
2017 Budget	£16,400	£16,860
2017 Actual	£16,489	£9,048*
2018 Budget	£15,180	£13,500

*some Nov/Dec expenses have still to be accounted ~£500

Actual expenditure is a reflection on a high turnover in the committee and less experience/familiarity in event organisation, therefore less events than usual were held than planned. The annual dinner was well attended and is the main event which provides income to fund the group expenditure in other areas. Noted also that the expenditure runs on a three year average, allowing overspend in some years and underspend in other as appropriate to deliver the Aberdeen Members Group activities.

5.0 Membership Report

Azzam Younes summarised the Aberdeen membership demographic (as at 01/12/17):

Affiliate Member	199
Associate Fellow	4
Associate Member	545
Associate Member (Process Safety)	6
Chartered Member	490
Fellow	110
Member (Process Safety)	4
Student Member	244
Technician Member	5
Total	1607

6.0

Election of Officers

An overview of the key positions for 2018 are:

Committee Posts:	Current Holder (2017)	2018 Nominations
Chairman	Azzam Younes	Azzam Younes, Rory Davin
Secretary	Caroline Laurenson	Caroline Laurenson
Treasurer	Alisdair Woodhead	Kishor Selokar

Positions were proposed and seconded as follows:

Position	Committee Member:	Proposed	Seconded
Chairman	Azzam Younes	Nurul Ali	Donald Macdonald
Chairman	Rory Davin	Kerry O'Neill	Caroline Laurenson
Secretary	Caroline Laurenson	Azzam Younes	Nurul Ali
Treasurer	Kishor Selokar	Azzam Younes	Nurul Ali

Thanks to Alasdair, the out-going treasurer, for doing a great job looking after the money side of things and we wish him well during his break from the committee. Kishor who has been a member of the committee over the past year was nominated to take over this role. The current secretary Caroline was nominated to stay on for a second year. A majority of support was seen for the proposed Secretary and Treasurer positions with no opposition.

A vote was held to decide on the Chairman position. The results were Azzam = 17 votes, Rory = 25 votes. We extended our thanks to Azzam as the out-going Chairman, his support has seen the committee through what has been a very difficult period in our history, stepping in when the previous Chairman left in 2016. We are glad that he will continue to support the activities of the group as this will aid the transition.

7.0

Committee

Ordinary Members

Anyone who wishes to join the committee as an ordinary member can attend our next meeting

Date: *Tuesday 30th January 2018*

	<p>Time: 6pm Location: Xodus House, 50 Huntly Street, Aberdeen, AB10 1RS</p> <p>At the next meeting, the other committee posts will be agreed. There are a number of ordinary posts requiring support and we would encourage members to volunteer their time to support and lead these activities.</p> <p><u>2017 Holders</u></p> <p>Vice Chair: Kerry O’Neill Events Officer: Donald McDonald Annual Dinner: Kerry O’Neill Social Events Co-ordinator: Lisa Rossi Technical Events Co-ordinator: Rory Davin Annual Seminar Co-ordinator: Rory Davin Schools Liaison Co-ordinator: <i>vacant</i> Young Members Co-ordinator: Gabriella Thomas Mentoring Co-ordinator: Maryam Gharebaghi Diversity Officer: Nadine Elmallah Webmaster: Tekena Fubara Communications: Alasdair Gray</p>	
	<p><i>Azzam Younes closed the meeting at 20:00</i></p>	
<p>7.0</p>	<p>Next AGM January 2019 – date TBC.</p>	

January	February	March	April	May	June	July	August	September	October	November	December
1	1	1	1	1	1	1	1 Committee	1	1	1	1
2	2	2	2	2 Committee	2	2	2 Get Chartered	2	2	2 Bowling	2
3	3	3	3 School Holidays start	3 CPD Webinar	3	3 School Holidays start	3	3	3 Committee	3	3
4	4	4	4 Committee	4	4	4 Committee & BBQ	4	4 Committee	4 Annual Technical Seminar	4	4
5	5	5	5 Curling	5	5	5	5	5 Committee	5	5	5 Committee (Xmas Dinner)
6	6	6	6	6	6	6 Committee & Chemistry at Work	6	6	6	6	6
7	7 Committee	7 Committee	7	7	7	7 Chemistry at Work	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8	8	8
9	9	9 Inverurie Academy	9	9 ABB Visit	9	9	9	9	9	9 Fellow Event	9
10	10	10	10	10 IChemE AGM Birmingham	10	10	10	10	10	10	10
11	11	11	11 Regional Forum	11	11	11 Regional Forum	11	11	11	11	11
12	12	12	12	12	12	12	12	12	12 Regional Forum - Rugby	12	12
13	13	13	13	13	13	13	13	13	13	13 School Holidays start	13
14	14	14	14	14	14	14	14	14	14	14 University Careers Evening	14
15	15	15	15	15	15	15	15	15	15	15	15
16	16	16	16	16	16	16	16	16	16 School Holidays start	16	16
17	17	17	17 School Holidays end	17	17	17	17	17	17	17	17
18	18	18	18	18	18	18	18 CETCO visit	18	18	18	18
19	19	19	19	19	19	19	19	19	19	19	19
20	20	20	20	20	20	20	20	20	20	20	20
21	21	21	21	21	21	21	21 School Holidays end	21	21	21	21
22	22	22	22	22	22	22	22	22	22	22	22
23	23	23 Annual Dinner	23	23	23	23	23	23	23	23 Pub Quiz & 2018 Planning	23
24	24	24	24	24	24	24	24	24	24	24	24
25	25	25	25	25	25	25	25	25	25	25	25 School Holidays start
26	26	26	26	26	26	26	26	26	26	26	26
27	27	27	27	27	27	27	27	27	27	27 School Holidays end	27
28	28	28	28	28	28	28	28	28	28 Weather Station Visit	28	28
29		29	29	29	29	29	29 IET Schools Event @ASC	29	29	29	29 Practical Aspects of C&C Report
30		30 Aberdeen Council Moving On	30	30	30	30	30	30	30	30	30
31 AGM		31		31		31	31		31 Committee		31

2017 Calendar

Committee Sub Group Key				
1. General Committee	3. Social Events	4. Technical Events	6. Young Members	8. Diversity
2. Annual Dinner	4. Annual Seminar	5. Schools Liaison	7. Mentoring	