

**MINUTES OF ANNUAL MEETING 2020**  
**INSTITUTION OF CHEMICAL ENGINEERS - ABERDEEN MEMBERS GROUP**

**LOCATION:** GoToWebinar  
**DATE:** 24<sup>th</sup> November 2020

**CHAIRPERSON:** Kerry O’Neill [KON]

**MINUTES BY:** David Wilkinson [DW]

**REVISION:** 01

<b>COMMITTEE</b>	Kerry O’Neill [KON]	David Wilkinson [DW]
<b>MEMBERS PRESENT:</b>	Caroline Laurenson [CL] Azzam Younes [AY] Alasdair Gray [AG] Laura Ong [LO] Nurul-Hoque Ali [NA]	Brendan Smith [BS] Nick Parker [NP] Peter Buchan [PB] Rory Davin [RD]

**APOLOGIES:** None

Item	Description	Action																				
	<i>The meeting opened at 6pm</i>																					
<b>1.0</b>	<b>Previous AGM Meeting Minutes</b> <i>Proposed by: n.b. 2019 Annual Meeting minutes had not been issued due to an oversight following changes to the committee (who were unfamiliar with the requirements for minutes).</i> <i>Seconded by: see above</i>																					
<b>2.0</b>	<b>Membership Report</b> Kerry O’Neill summarised the Aberdeen membership demographic (as at 01/05/2020): <table border="1" style="margin-left: 40px; margin-top: 10px;"> <tbody> <tr><td>Affiliate Member</td><td style="text-align: right;">117</td></tr> <tr><td>Associate Fellow</td><td style="text-align: right;">2</td></tr> <tr><td>Associate Member</td><td style="text-align: right;">394</td></tr> <tr><td>Associate Member (Process Safety)</td><td style="text-align: right;">9</td></tr> <tr><td>Chartered Member</td><td style="text-align: right;">477</td></tr> <tr><td>Fellow</td><td style="text-align: right;">105</td></tr> <tr><td>Member (Process Safety)</td><td style="text-align: right;">5</td></tr> <tr><td>Student Member</td><td style="text-align: right;">163</td></tr> <tr><td>Technician Member</td><td style="text-align: right;">23</td></tr> <tr><td><b>Total</b></td><td style="text-align: right;"><b>1295</b></td></tr> </tbody> </table>	Affiliate Member	117	Associate Fellow	2	Associate Member	394	Associate Member (Process Safety)	9	Chartered Member	477	Fellow	105	Member (Process Safety)	5	Student Member	163	Technician Member	23	<b>Total</b>	<b>1295</b>	
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**3.0****Committee Summary**

Kerry O'Neill summarised the committee's activities over 2020 and gave an overview of our plans for 2021.

**2020 Events Held**

Events held	Date	Location
Professional development in engineering	25/02/20	Aberdeen, Carmelite Hotel
Mentoring session	06/03/20	Aberdeen, Shell Woodbank
Becoming a Fellow	14/05/20	Webinar
The development and potential application of a super-compact production separator	21/05/20	Webinar
Major accident awareness for engineers	15/06/20	Webinar
ACORN: CCS project update	21/08/20	Webinar
Decommissioning into the Next Decade and Beyond - A Chemical Engineer's Perspective	27/10/20	Webinar
Over-selling Hydrogen	17/11/20	Webinar
Diversity, Inclusion and Mental Health	24/11/20	Webinar

It was noted that the Annual Dinner, Annual Technical Seminar, Family BBQ and the bowling all had to be cancelled due to Coronavirus.

**Upcoming Events for 2021**

Continue programme of monthly technical talks:

- Follow-up to Hydrogen topic
- Circular Economy innovation
- Follow-up to Mental Safety topic

Members were encouraged to let the committee know if there is anything they would like to see included, or if they would like to help with any of these events.

Up-to-date information on events can be found on the Aberdeen IChemE Members group website ([www.icheme.org/Aberdeen](http://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****2020 Income and Expenditure**

Income (Year to Date)		Expenditure (Year to Date)	
Networking	£175	Technical Meetings	<b>£687</b>
		Networking	<b>£178</b>
		Annual Dinner	<b>£265</b>
		Membership Development	<b>£299</b>
		Bursaries	<b>£1,000</b>
Total	£175	Total	<b>£2,428</b>

Ben Connell advised that the Aberdeen Members Group has a current deficit of over £2,000 due largely to lack of Annual Dinner revenue. However, it is expected that groups will operate in a deficit from time to time.

There are no consequences of operating with a deficit, particularly considering the current circumstances. The Member Groups support team have advised that the budget starts from scratch at the beginning of each year. However, the Annual Dinner sponsorship money will roll over for the postponed Annual Dinner in 2021.

Sponsorship of technical events in 2021 to be considered. Discussed alternative funding mechanisms and agreed that requesting payment for social events, particularly where there is a fixed cost regardless of the number of attendees, was acceptable, but that we would like to keep the technical events free.

**2021 Budget (submitted)**

Income (Year to Date)		Expenditure (Year to Date)	
Technical meetings / events	£ 1,167	Technical meetings / events	<b>£2,025</b>
School links	£-	School links	<b>£83</b>
Networking / social events	£560	Networking / social events	<b>£1,925</b>
Bursaries / prizes	£-	Bursaries / prizes	<b>£-</b>
AGM / committee meetings	£-	AGM / committee meetings	<b>£1,166</b>
Annual dinner	£15,500	Annual dinner	<b>£10,000</b>
Membership development	£-	Membership development	<b>£725</b>
Total	£17,227	Total	<b>£17,174</b>

**5.0****Election of Officers**

An overview of the key positions nominated for 2021 are:

<b>Committee Posts:</b>	<b>Current Holder (2020)</b>	<b>2021 Nominations</b>
<b>Chairperson</b>	Kerry O'Neill	Kerry O'Neill
<b>Secretary</b>	David Wilkinson Ross Sheldon	David Wilkinson Ross Sheldon
<b>Treasurer</b>	Ben Connell	Ben Connell

Positions were proposed and seconded as follows:

<b>Position</b>	<b>Committee Member:</b>	<b>Proposed</b>	<b>Seconded</b>
<b>Chairperson</b>	<b>Kerry O'Neill</b>	Caroline Laurenson	Nurul Ali
<b>Secretary</b>	<b>David Wilkinson Ross Sheldon</b>	Kerry O'Neill	Caroline Laurenson
<b>Treasurer</b>	<b>Ben Connell</b>	Kerry O'Neill	Alasdair Gray

There was no opposition to the incumbents retaining their posts for a further year.

**6.0****Committee**Ordinary Members

Anyone who wishes to join the committee as an ordinary member can attend the next committee meeting: 6pm on *Tuesday 1<sup>st</sup> December 2020* via GoToWebinar where the other committee posts for 2021 will be agreed. There are several posts vacant and we encourage members to volunteer to support and lead these activities.

Current Holders

**Vice Chair:** Azzam Younes

**Events Officer:** Rory Davin

**Annual Dinner:** Kerry O'Neill

**Social Events:** Rory Davin

**Technical Events:** Malvika Nagarkoti

**Annual Seminar:** Kathryn Conlon

**Schools Liaison:** Shreya Tripathi

**Young Members:** Brendan Smith

**Mentoring:** Peter Buchan

**Diversity Officer:** **Vacant**

**Webmaster:** Alasdair Gray

**Communications:** Alasdair Gray

*Formal meeting closed at 7pm.*

**6.0****Presentation**

The Annual Meeting was followed by a short introduction to [Kindspace](#), a new wellbeing application for Amazon Alexa created by Caroline Laurenson to support people with their mental health. Subsequently, three presentations on mental health and ED&I were given by Nigel Bowker, Karen Blanc and Ollie Folyan.

**7.0****Next Annual Meeting**

November 2021.