

MIDLANDS MEMBERS GROUP AGM MINUTES

**25TH JULY 2019, TIME 1900; LOCATION ICHEME HEAD OFFICE, DAVIS
BUILDING, RAILWAY TERRACE, RUGBY.**

PRESENT:

Irtaza Ali	Nikolay Cherkasov	Muhammed Dzulkifi
Jay Ganatra	Sara Henderson	Malcolm Leech (Online)
David Naylor-James	Osaru Ogbeide	Rahul Pai
Nigel Sola	Molly Steele	Andrew Thompson
Earl Hutchinson (Chairperson)	Nathan Molkenthin (Secretary)	Tahir Bhola (Online)
Heather Williams (Online)		

APOLOGIES:

Alistair Green (Treasurer)	Andrea Longley	Michael Wise (Media Co-ordinator)
Alex Ferguson	Craig Fuller	Clive Hadfield
Gavin Daisley	Hessam Jahangiri	

	The following are minutes for the meeting edited & grouped to allow legibility; they are not therefore verbatim records but representative of the reports, discussions and actions
1.	Welcome and Introduction
1.1.	Earl opened and welcoming all to the meeting and thanked our hosts the IChemE for allowing us to use their facilities, providing food and refreshments.
2.	Minutes of Last Meeting
2.1.	No changes to the elected officers from the 2018 AGM who are due to hold office for 3 years. Approval from attendees to note and move on.
3.	Chairperson Report
3.1.	<p>Starting Situation:</p> <ul style="list-style-type: none"> ▪ Reformed in July 2018 to support members in the Midlands region ▪ IChemE re-organising after EGM ▪ 13 on starting committee but many unable to contribute due to other commitments. ▪ Steep Learning Curve ▪ Survey showed membership primarily looking for <ul style="list-style-type: none"> ▪ Technical events, Membership Support & Social/Networking events.
3.2.	<p>We remain the 3rd largest IChemE member group representing 5% of total IChemE membership.</p> <p>Membership breakdown:</p> <p>Total: c.2,200</p> <p>Fellows and Chartered: c.600</p> <p>Affiliate/Associate: c.1000</p> <p>Student: c.600</p> <p>Noted higher than average associate membership. Aiming towards 40% Chartered. High proportion of students (creates opportunities)</p> <p>Group aims: to grow Chartered membership in the region</p>

3.3.	<p>Past Activities – many thanks to:</p> <ul style="list-style-type: none">▪ Career Development Presentations – Aston & Birmingham Universities<ul style="list-style-type: none">▪ David Naylor-James, Miranda Cupit, Oujen Hodjati-Pugh &▪ Prof Paula Mendes, Dr Anisa Mahomed▪ Robot Day<ul style="list-style-type: none">▪ Andrea Longley, Will Davies, Nathan Molkenthin, Ann-Marie Hopkins & Daughter.▪ Technical & Networking Meeting<ul style="list-style-type: none">▪ Heather Williams (WSP), Martin Gough (CalGavin)▪ Harris Academy “Big Bang”<ul style="list-style-type: none">▪ Clive Hadfield▪ Facilities for meetings<ul style="list-style-type: none">▪ Scott Borders (Saint-Gobain), David Naylor-James (BOC), Tahir Bhola (DNV-GL)
3.4.	<p>Future Direction:</p> <ul style="list-style-type: none">▪ Focus on “By the membership, for the membership and thus social good”.▪ Members – value added technical presentations & activities that add to their skills/knowledge▪ Associates – active support for getting chartered▪ Students – support for career and skillset development.▪ All – we are widely dispersed in small clusters so develop support via networking.▪ STEM – active encouragement for students to take up Chemical Engineering

4.	Secretary Report
4.1.	<p>Committee Membership – Thanks</p> <ul style="list-style-type: none"> ▪ Thanks to all who have contributed in the past but have been unable to continue to actively support the committee. <ul style="list-style-type: none"> ▪ John Parkinson ▪ Benjamin Connolly ▪ Thomas Al Freeman ▪ Qassim Hussain ▪ Fahad Seyyed Naeem ▪ Martin Nedzed ▪ Sukhvinder Rai ▪ Taiwo Saola ▪ Tad Zindi ▪ Thanks to all who wish to continue with the committee when their commitments allow <ul style="list-style-type: none"> ▪ Emily George ▪ Michael Adedaja
4.2.	<p>Committee Membership – Present</p> <ul style="list-style-type: none"> ▪ Elected Officers (3 year term) <ul style="list-style-type: none"> ▪ Earl Hutchinson – Chair ▪ Nathan Molkenthin – Secretary ▪ Alistair Green – Treasurer ▪ Nominated Officers <ul style="list-style-type: none"> ▪ Michael Wise – Media Master <ul style="list-style-type: none"> ▪ (webmaster, email campaign manager and data coordinator) ▪ Scott Borders – Mentor Co-ordinator

4.3. Group Committee Members

Alphabetical Order

Sarah Asplin	Craig Fuller	Rahul Pai
Sam Beaton	Clive Hadfield	Clare Pittaway
Tahir Bhola	Oujen Hodjati-Pugh	Ahmad Raja
Daniel Bilas	Ann-Marie Hopkins	Gabriel Raymond
Simon Blackmore	Hessam Jahangiri	Byrony Robinson
Julia Cole	Ameer Jasat	Mike Smith
Miranda Cupit	Andreas Kangari	Luigi Stella
Gavin Daisley	Andrea Longley	Scott Sutherland
Will Davies	Mark Middleton	Andrew Thompson
Jessie Dhariwal	David Naylor-James	Heather Williams

4.4. Looking to the Future

- More University Technical Talks & Activities
- Get Chartered & Networking Sessions
- STEM events
- Co-events with SIGs
- Technical Talks
- Social Events / Tours
- Summer Break – no meeting in August (PMN – Move to September)

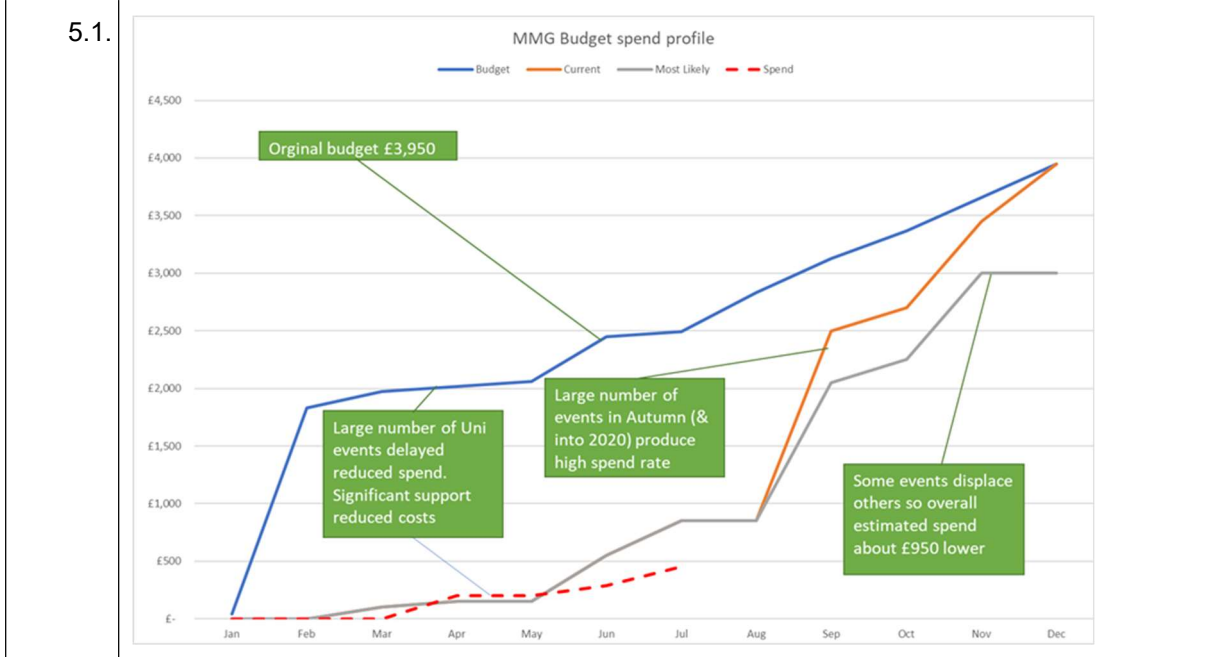
What the 2019 schedule looks like...

- 3rd Sept University Technical Presentation Birmingham
- 3rd Sept University Technical Presentation Loughborough
- 3rd Sept University Technical Presentation Aston
- 24th Oct Evening Technical Event
- 12th Nov Get Chartered Event East Midlands

	<ul style="list-style-type: none"> ▪ 19th Nov Get Chartered Event West Midlands ▪ Note dates are placeholders and will be confirmed later
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4.5.	<p>What the 2020 schedule looks like...</p> <ul style="list-style-type: none"> ▪ Late Jan MMG & Pharma SIG Combined Technical Meeting ▪ Late Feb MMG Technical Meeting
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5. Treasurers Report



- Delayed Uni projects has moved spend to the end of the year.
 - “Most Likely” budget reflects
 - Projects that are not likely to go ahead
- Projects that have a similar effect (e.g. career talks & technical presentations at same time)
- Delivery will require significant effort
 - High probability that we will be under budget

<p>6.</p>	<p>Media Co-ordinator</p> <ul style="list-style-type: none"> ▪ Website updated <ul style="list-style-type: none"> ▪ Events ▪ Emails – ensure members are up to date ▪ LinkedIn distribution ▪ Future <ul style="list-style-type: none"> ▪ Instagram ▪ Facebook
<p>7.</p>	<p>AOB</p>
<p>7.1.</p>	<p>Frequency of meetings – agreed regular ‘face to face’ meetings split across higher density of members in both East and West of the region typically 6 to 8 week intervals. Sub-committee meetings to be held as appropriate for specified activities or tasks. These more likely to be ‘virtual’ online.</p>
<p>7.2.</p>	<p>Continue to seek presenters for Technical Talks aimed at associates and members.</p>
<p>7.3.</p>	<p>CAN – Climate Action Network. The potential of a short term employment with this group was identified and the Chair agreed to include the links to the organisation for those interested -- https://www.climateactionwm.org.uk/ .</p>
<p>7.4.</p>	<p>General enthusiasm was expressed for combined Technical Talks with SIGs for events being held in the Midlands region.</p>
<p>7.5.</p>	<p>Agreement that a ‘Suggestion Box’ be added to the website for those who are unable to attend committee meetings to submit ideas. Ideas can also be sent by email directly the chairperson and secretary as well as the general ‘members group’ email.</p>