IChemE

Teesside Members' Group
Annual Meeting
2022/23

Thursday 9th June 2022

756 members

[Area 72.2 km^2]

Q/A: message questions / nominations in the Q/A function at any time – questions will be answered just before, and after the election.

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A.M. Agenda

- Apologies and Attendance
- Minutes of previous Local AM and Matters Arising
- Chair's Report
- Treasurer's Report
- Election of Teesside Member Group Committee
- Any Other Business
- Summary and Close

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Apologies, Attendance and Minutes

- Apologies Ralph Grob, Sam Gooneratne, Adrian Northey,
- Dymtro Stratiychuk-Dear
- Attendance Neville Blackwell, Molly Bell, Laurence Ashley, Michael Atkinson, Joe Fisher, Sarah Juliff, Anchit, Andrea Pearson, Peter Dodd
- Minutes. Online. Reports of the Chair and Treasurer.
- Election of the current committee.

Q/A: message questions / nominations in the Q/A chat function at any time – questions will be answered just before, and after the election.

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Teesside Members' Group - Role Summary

Committee Role	Description	Eligibility
Chair	Officer: chairs committee meetings, organises and provides leadership of committee activity.	Chartered IChemE member
Secretary	Officer: helps organise meetings and activities.	IChemE member (any grade)
Vice Chairs	Deputise when the Chair is unavailable.	IChemE member (ideally Chartered)
Treasurer	Officer: manages the budget, balance sheet and ensures payments are made / received to time.	Chartered IChemE member
Mentor Coordinator	Manages mentor list and matches mentors to mentees.	IChemE member (any grade)
Annual Dinner Lead	Leads all tasks for the largest Teesside committee event.	
Event Coordinator	Helps to manage the list of events – provides optimum timing and coaching on how other members can run events.	
Schools Liaison Coordinator	Maintains links with schools / runs a STEM program.	
University Liaison Leader	Maintains the link with Teesside University and involves students / local graduates.	
University Industrialist	A member from industry who assists with university requests (e.g. accreditation / MEng presentation judging)	
Young Members Coordinator	Provides a program of relevant events and information for students and recent graduates on Teesside.	
Industry Links Manager	Maintains industry contacts across Teesside and builds the committee's regional network.	
Email Campaign Manager	Emails out event notices to members – critical in terms of optimum timing and clear messaging.	
Webmaster	Manages the various online platforms for the committee.	
Student Representative	Is a Teesside University student, representing the student perspective – to help encourage student involvement.	
Ordinary Committee Member	Attends committee meetings, and helps with initiatives / events when time allows.	

Nominations Process

- **All positions are open** – it is assumed current holders will retain their position unless they step down or a counter nomination is received.

- Are there any IChemE members present that wish to stand for any post that are not currently in post?

- (Pragmatic handling of any new names.)

- If you are nominated for a contested position you will be given the opportunity to speak to provide a brief background.

- You must be seconded to get the position (not applicable to ordinary members). If there are two or more valid nominations for any post there will be a vote.
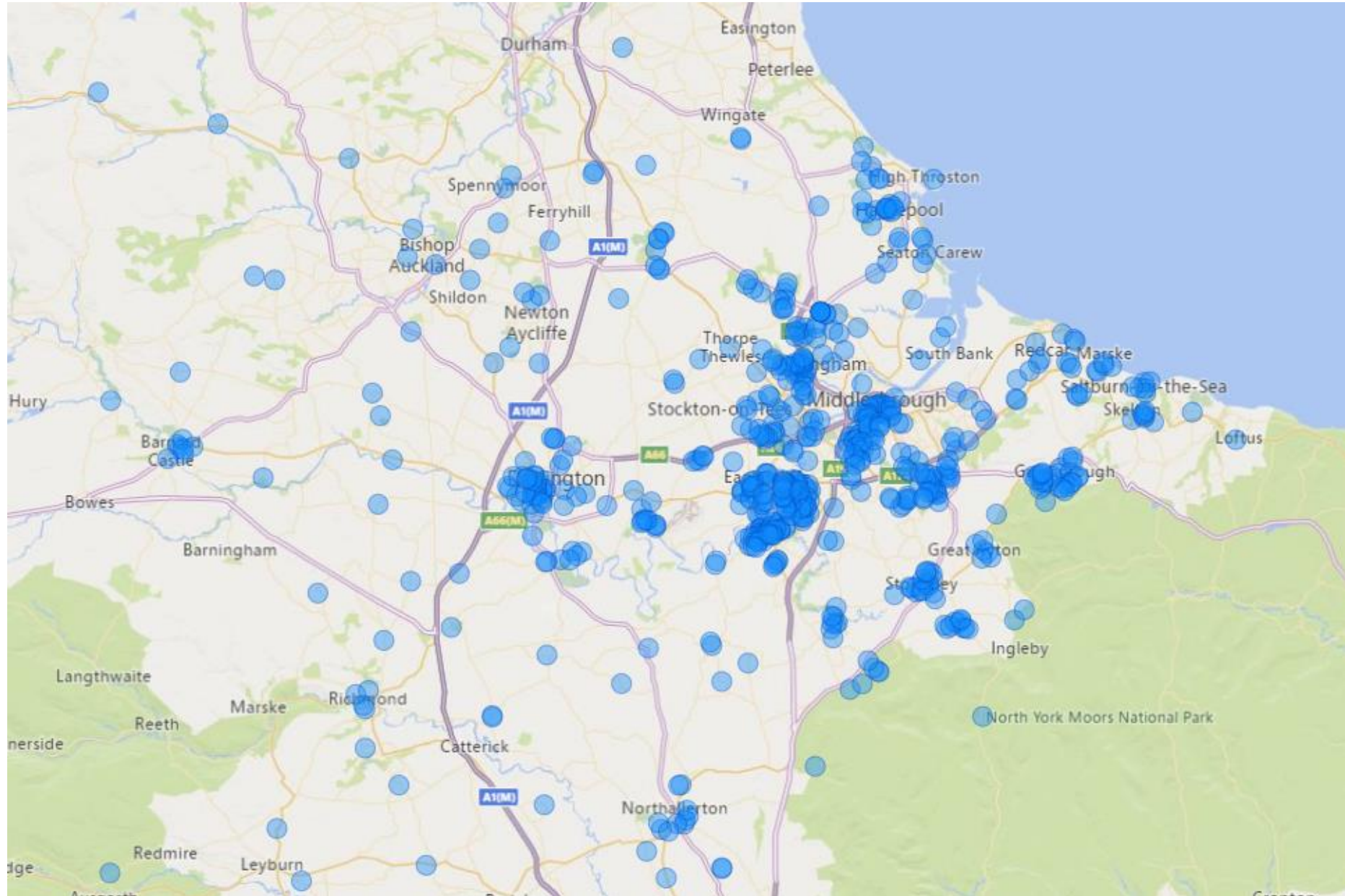
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Chair's Report

Dr Peter Dodd

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Chair's Report 2020/21

- IChemE Membership Numbers

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Chair's Report 2020/21
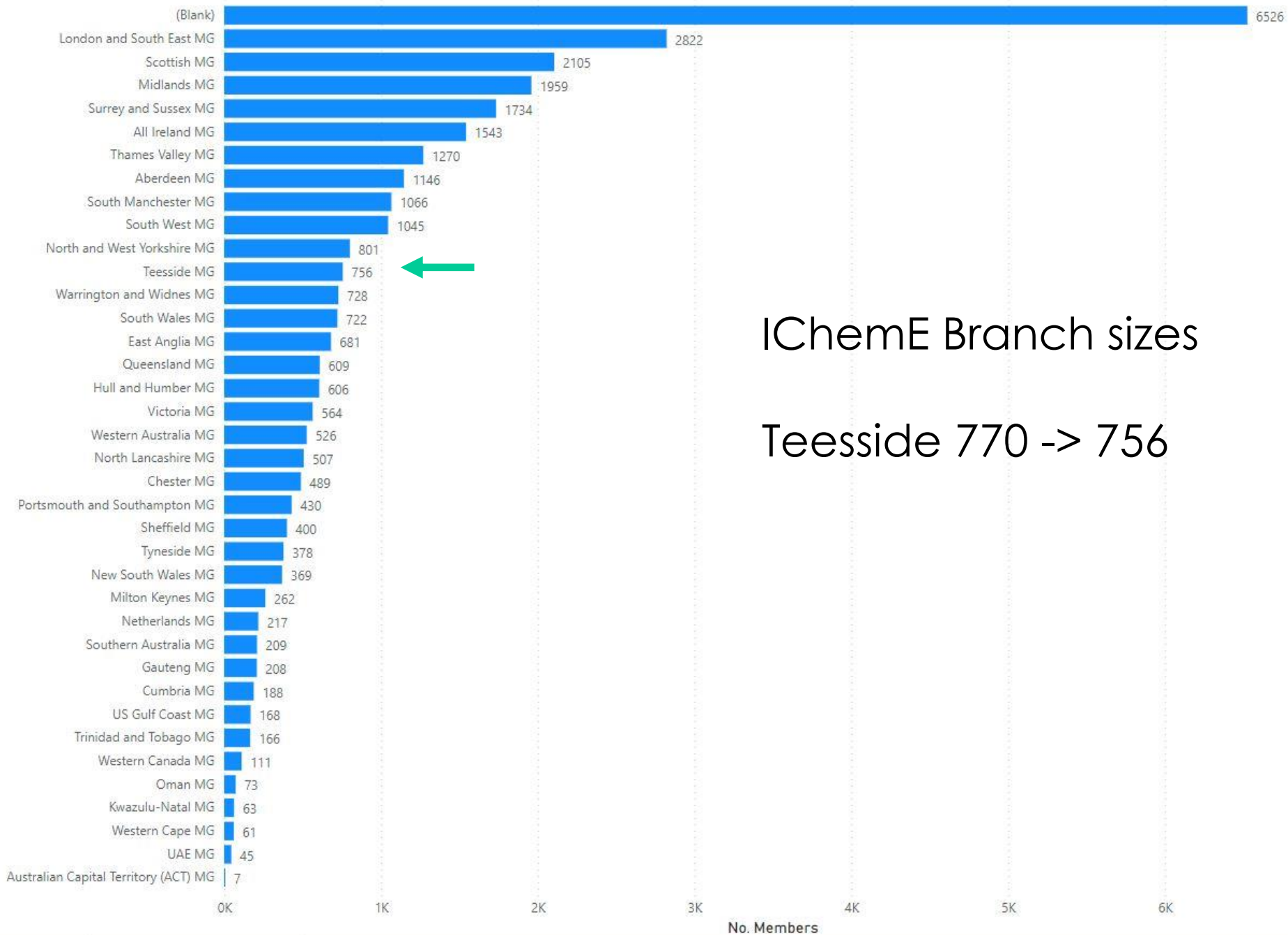
IChemE Branch sizes

Teesside 770 -> 756

Activities and Events
Special Mentions and Thanks

- Industry Insights – (Stefano Ceci, Emily MacFazdean and Neville Blackwell) (25 Aug)

- Corrosion examples - Adam Potter – Axiom Engineering (14 Oct)

- Preparation for HAZOPs Sarah Juliff – 6 Engineering (9 Jun)

- Mentoring success – Andrea Pearson Need for more volunteers. There are people asking for mentoring help all the time.

- This was the almost year of no face to face meetings due to Covid and the decision of the IChemE Trustees.

- People have been either very busy, dealing with issues from Covid or remote from involvement. Like other groups, there has been few activities with periods when they were even prevented by Law.

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IChemE's Main AGM

- **IChemE's AGM to be held virtually for its 100th year.**

- **Tuesday 14 June 2022, 08:00 BST, online**
- **https://www.icheme.org/about-us/governance/annual-general-meeting/**

- IChemE's Annual General Meeting (AGM) will be held online.
  - Only Voting Members (Chartered Members and Fellows) will be entitled to vote on the day. All Voting Members will be sent a formal notice ahead of the meeting.

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Treasurer's Report

The following slides were accepted with thanks to our Treasurer – Ralph Grob

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Treasurer's Report – 2020/21

- Accounts are prepared on a <u>calendar year</u> basis.
    - This report is to deliver performance against budget for the 1st Jan 2021 to 31st Dec 2021.
    - Audited by IChemE head office at Rugby.
    - Final / closing accounts were issued in Dec 2021.

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Treasurer's Report – 2020/21

- In 2021, all events were held via GoToWebinar. Costs were minimal as no face to face meetings were held:
  - Pub quiz.
  - Virtual Technical Talks
    - Covid-19 seminar
    - Advanced Plastics recycling
    - Career Development
    - Mental Health
    - Hydrogen on Teesside
    - Industry Insights

- 2022 Annual dinner
  - Did not take place due to COVID on going restrictions
  - Alternative events were investigated but a virtual event was cancelled due to logistics of running an awards event on-line

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Treasurer's Report - 2022

Balance Sheet (1st Jan – 31st Dec 2021)

Revenue Account	Actual Spend				Annual Budget		
	Income	Direct Costs	Gross surplus/ (deficit)		Income	Direct Costs	Gross surplus/ (deficit)
	GBP	GBP	GBP		GBP	GBP	GBP
Technical Meetings	0	0	**0**		0	(400)	**(400)**
School links	0	0	**0**		0	(300)	**(300)**
Networking	0	0	**0**		0	(860)	**(860)**
Site Visits	0	0	**0**		0	0	**0**
Bursaries/Prizes	0	0	**0**		0	(200)	**(200)**
Committee meetings/ AGM	0	0	**0**		0	(120)	**(120)**
Annual dinner	0	0	**0**		0	(5220)	**(5220)**
Membership Development	0	0	**0**		0	(150)	**(150)**
Member communication	0	0	**0**		0	(600)	**(600)**
Misc	0	0	**0**		0	0	**0**
Net Surplus / (Deficit)	**0**	**0**	**0**		**0**	**(8,170)**	**(8,170)**

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Treasurer's Report – 2022 Budget

- That was last year, now for the current year…
- As stated, the largest costs of "in real life meetings" are typically:
  - Technical meetings.
  - Speakers (annual dinner / awards event).
  - School links & events. (We continued to support virtual events)
- With virtual meetings there were zero costs.
- Budget accepted for 2022 (1st Jan to 31st Dec 2022)
  - Forecast set at a deficit of £2,310 (exc. VAT) – accepted by the IChemE (December 2021).
- We are looking to continue in real life meeting and events once the restrictions for the Covid 19 pandemic are lifted

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2022/23 IChemE Teesside Committee Elections

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Election of 2022/23 Committee

- Planning and Committee Succession
  - New committee to start on the 10th June 2022 for a year.
  - Having a plan for the progression of officer roles in the Teesside IChemE committee is important for the long-term health of the group in this area.
  - Part of this includes:
    - Getting new people involved in the committee.
    - Periodic rotation of roles in the committee.
      - **Helps bring in new ideas from individuals.**
    - Transition periods for officer roles (such as Chair).

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Nominations Q/A

- Questions relevant to nominations to be addressed now.

Next Committee Meeting: held virtually Monday 13th June 17:30 - 18:30
.online

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Teesside Committee 2021/22

Committee Role	Forename	Surname	Changes for 2022/23
Chair	Peter	Dodd	
Secretary	Joe	Fisher	
Vice Chairs	Molly	Bell	
	Ralph	Grob	
Treasurer	Ralph	Grob	
Mentor Coordinator	Andrea	Pearson	
Annual Dinner Lead	Molly	Bell	
Event Coordinator			Vacant
Schools Liaison Coordinator	Adrian	Northey	
University Liaison Leader	Samantha	Gooneratne	
Email Campaign Manager			Vacant
Webmaster			Vacant
University Industrialist	Laurence	Ashley.	3
Young Members Coordinator			Vacant
Industry Links Manager	Faisal	Mahmood	
Student Representative	Steve	Pallant	
Committee Member	Mark	Wilson	
Committee Member	Nick	Howard	
Committee Member	Neville	Blackwell.	
Committee Member	Elo	Okipighe	Moved out of area
Committee Member	Peter *	Hunt	
Committee Member	Ginette	Kontcho	
Committee Member	Paul	Dumain	

Teesside Committee 2022/23 proposed subject to amendment Approved.

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Committee Member			
Committee Member	Peter *	Hunt	
Committee Member	Ginette	Kontcho	
Committee Member	Paul	Dumain	

General Committee Q/A

- Questions relevant to general committee activity to be addressed now

- General plea to get back, face to face. Branch activities involve meeting people. This was accepted. Committee meetings might alternate between online and physical meetings.

- This meeting face to face is a good environment to share industry news and network with each other.

Next Committee Meeting: Monday 13th June 17:30 - 18:30 online

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Thank you for attending the Annual Meeting

Many thanks to the Committee, Teesside University Chemical Engineering Department staff and students, and the Teesside Members for all your support, help, and ideas over the past year.

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