

**Mission:** To collect, disseminate, and exchange technical knowledge concerning the exploration, development and production of oil and gas resources, and related technologies for the public benefit; and to provide opportunities for professionals to enhance their technical and professional competence.

Date: Wednesday 23<sup>rd</sup> February 2011  
Time: 4.30pm – 6:30pm  
Location: Douglas Hotel, Aberdeen

**Attendees:**

Chris Nussbaum	Archer	Chair
Diane Wood	SPE	Board Secretary
Judy Mackie	M&M Media	SPE Review
Allan Montgomery	M&M Media	SPE Review
Sankesh Sundareshwar	Maxoil	YP Co Chair
Jane Rodger	Hulse Roger	Event Management
Anthony Onukwu	ITF	Membership Chair
David Liddle	ITF	Programme Chair
Colin Black	OptimaUK	CG Chair
Andrew Jaffrey	TechDev Engineering	Programme Member
Alfred Akisanya	Aberdeen University	Chapter Academic Sponsor
Gbenga Oluyemi	RGU	Comms Committee Chair
Andrawus Jesse	RGU	Chapter Academic Sponsor
Nigel Bradburn	Nigel Bradburn Consultants	CE Committee
Jeb Tyrrie	Focus Energy	Past Chair
Ian Phillips	CO2 DeepStore	Comms Committee
Masud Javid	Total	Treasurer
Elinor Rochas		SD Committee
Daniel Diaz	Conoco Phillips	SD Chair
Deji Adebeshin	RGU	Student Chapter President
Lola Ajagbonna	Rushmore Reviews	YP Committee

**Apologies:**

Michael Heaney	Benchwhistler	CE Chair
Martin Hayes	SLB	
Maria Trujillo	Senergy	AP Co Chair
Stephanie Nwoko	BlueBack Reservoir	AP Co Chair
Paul Adair	BP (Retired)	DEVEX Chair

**Actions Summary**

All committee Chairs	To submit updated committee lists to Diane
All board Members	Pick a couple of companies to chase up in relation to unpaid invoices
Rodger and Co.	To forward all events to Facebook YP's for inclusion in FB pages
Ian Philips	To come back to the board next month with firm proposals for SOAA
Jane Rodger	To meet with Masud and Fiona to discuss payment options
Jane Rodger	To contact SPE members (chemists) for support in the Year of Chemistry idea
All members	Committee Chair for Student Development needed
Anthony Onukwu	To invite Gerardo Arteaga to act as AU Student Chapter focal point
Chris Nussbaum	To write to DEVEX committee re publicity fliers
Alexandra Stacey	To collate the list of companies called and by which board member (see above)
Anthony Onukwu	To forward a list of the total current paid up SPE Aberdeen members.
M&M Media	Submit proposal to CN for editing/compilation of annual report

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### **Chairman's Overview**

Chris welcomed and thanked all board members for attending and commented that there was a very good turn out this month and another very busy schedule. He welcomed representatives from the Student Chapters of Robert Gordon's and Aberdeen universities to the meeting

### **Matters arising from the previous month's minutes.**

Jane provided the CE profit forecast to the board, this was handed out to attending board members.

Any outstanding committee chairs who have not submitted their updated committee lists to Diane have to do so ASAP.

Chasing up of unpaid invoices, only one Board member has acted to support Masud on this, so members are asked to revisit an updated list that Masud will circulate and choose a couple of companies they can 'chase'. Invoice copy on request from Alexandra.

Outstanding action from Chris Nussbaum, to find a chair elect, this has now been completed and we are pleased to announce that Masud will be the new SPE Chair. This will leave a vacancy for Treasurer.

Action: Board Members to go through list provided by Masud in pre read and call companies on it that you know.

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### **Committee Communications**

#### **YP Committee.**

Chris discussed on behalf of Sankesh, the YP Facebook management procedures that are now in place. The Facebook page is up and running (see all information in the pre read material) and it needs a bit of life put into it. It was suggested that all SPE events should be shown on this page too.

Action: Rodger and Co to forward all events to YP Facebook Managers (Anahi & Shankar) to be included on page.

#### **Rodger and Co**

Jane discussed an item included in the pre read, to mark 2011 as the International Year of Chemistry, would it would be appropriate to celebrate the role of chemistry in the petroleum industry. This could be a social/networking event for chemists in the industry

Or it was suggested an SPE Aberdeen special award for an outstanding chemist contribution or a one day seminar. Colin stated that this was very much within CG remit and would fit well with the committees aims this year. It was suggested that Jane could canvas some support to see if there were any chemists on the various committees that would interested in bringing this forward. Chris suggested that this is something we can return to in next month's meeting.

Action: Jane Rodger to canvas for chemists to support this idea.

#### **Communications Committee**

Gbenga discussed the last months proposal to no longer send paper copies of the SPE Review to members outside the UK, as sending these issues generates huge costs in postage and it was discussed that around a 100 or more magazines get returned to sender unopened, due to either

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incorrect addresses or members having moved on and not notified us. The board voted that the paper copies European distribution should be stopped

It was then discussed as to how the SPE Review would be distributed to these European members; suggestions were the EBook or a Pdf file.

Chris went on to discuss the update of the EBook, essentially it is in place and it just needs a bit of format change and this makes it easier to download. It should be available on the 9<sup>th</sup> March. It was suggested that the offer of the Pdf file or an EBook could be made available. M and M Media can do the EBook and it will be distributed by the Lyrus system. (This will be used for the March issue).

Gbenga also discussed cost of the SPE Review Media pack; the London Board has approved the associated cost of revised artwork and printing for the SPE Review Media Pack and Rates Card. He was also seeking the Aberdeen Board approval for these costs.

Gbenga asked for board approval to spend £600 on this.

The board approved this spend.

#### Student Development Committee

Deji spoke on the very successful Student Chapter launch at RGU, it attracted 75 delegates and the event had 2 speakers from YP and Chris did the inauguration. The attendees included 10 from Aberdeen University which was welcome cross-Chapter support. He commented that the chapter would like to get encouragement from the board and they were very keen to raise the profile of their group and connect with other chapters around Scotland.

Deji stated that he wanted things to be in place for future chairs of the chapter after he leaves the university.

He also spoke on the Chapter's desire to have a student conference, and it was commented that it was Offshore Europe this year and students would arrive from all over the world to attend this event (OE), Gbenga suggested that they look for some sponsorship that could help with the proposed event, and this was something that could be discussed further.

#### HOT TOPICS

##### Student Development – Committee Structure, Scholarship and Chapter Links.

Daniel discussed the need for much more help on his committee, he has Sankesh, Geraldo and Elinor helping him at the moment, but the amount of work and amount of emails (in excess of 300 a month) for so few people, is totally overwhelming. Due to personal reasons Daniel has to give up the position of chair so that position is now available, and it is hoped that he can help with the overlap for a month or so when the new person takes the role. Daniel is moving abroad in April.

Daniel also discussed the SPE Awards/Bursaries, after much discussion it was decided that the deadline date for submission from the students is the 25<sup>th</sup> March and the deadline for the award announcement will be the 20<sup>th</sup> April with the proposal of the awards being given out at the evening meeting on the 27<sup>th</sup> April.

It was also discussed that three people would be required to review the application process; this could also involve the faculty sponsors. Andrawus volunteered to help with this process and was also co-opted onto the SD committee as the focal point for RGU Student Chapter.

It was decided to ask Gerardo Arteaga currently on the Membership Committee to work with SD as focal point for Aberdeen University Student Chapter, so Anthony was going to approach him on this.

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Daniel suggested that one of the big awards could be named after Gert de Jonge.

Student participation at evening events was also discussed and it was stated that a large number of students had attended the Heriot Watt event, more so than regular full paying members. It was commented that the rule was that 15 places were available per student chapter to attend these meetings and that they pay a subsidised rate of £5 per person.

It was commented that this structure had broken down at Heriot Watt and this was probably just a one off incident. But future events will be monitored for amounts of students.

Action: New chair is needed for the SD committee and two more committee volunteers are urgently needed.

Action: Anthony to ask Gerardo to join SD committee.

### **Update on Devex**

Chris discussed the request from Paul, (see pre read) for board approval to pay for a flier to be included in the SPE Review publicising DEVEX, the cost to SPE is £1400 but this would match the effort that PESGB has already committed for similar publicity.

This generated a lengthy discussion on whether an electronic flier would be more effective than a flier included in the publication; it was commented that information on website activity from Google Analytics indicated a 5% response rate to the electronic method, which indicates more than 100 members are responding to these emails.

It was decided that approval was given to this spend but that the DEVEX Committee be asked to review the effectiveness of paper 'flier' distribution compared to electronic next to justify the significant spend of member contributions.

Board approved spend.

Action: Chris to send note on approval and publicity to DEVEX committee.

### **Proposal in Principal for SPE Aberdeen Section to take over running of the Scottish Offshore Achievement Awards.**

Ian discussed the proposal in principal for SPE Aberdeen Section to take over running of the SOAA; this proposal was sent round all members as a late pre read.

It was discussed that Ian had been in talks with the people involved and that it was a very prestigious and popular event.

SPE International had been involved latterly with Reed but Reed had pulled out, it was suggested that SPE International could be involved along with SPE Aberdeen. Ian would seek support from SPE International. If SPE Aberdeen takes this on, we would have to move it forward very quickly, but the benefits are, that is an event that would break even and would mean that SPE Aberdeen section owned the prestigious event.

Ian spoke that he would personally take the lead on this to make it happen and that ThinkPR were very enthusiastic to be involved, in principal Ian would like support for this event.

Colin said that he would support this as it its SPE's broader remit, Nigel and David (who will also talk to Neil Poxon at ITF) were keen to be involved. Chris commented that he would be keen to help next year if needed, when he is no longer section chair.

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Ian will contact interested parties and arrange a preliminary meeting he will then come back to the board in 4-6 weeks with a firmer idea of how it will work.

Action: Ian to come back to board in 4 -6 weeks with firm proposal and to contact interested parties and arrange a meeting to discuss involvement.

### **Treasurer: Invoice Payment Policy**

Masud spoke at length on the information given in the pre read material. He discussed that we have nearly £68,355 of outstanding invoices which need to be chased-up. A strategy for future events needs to be defined to ensure that all invoices get paid prior to the events; he proposed that for next year any exhibitor should have cleared payment prior to the event.

Chris suggested that we may need to come up with a scheme to invoice people and if they do not pay then they do not get to exhibit.

Jane wants to meet with Masud and Fiona to discuss payment options and make a proposal to the Board on a clear policy and procedure on this matter.

Action: Jane to meet with Masud and Fiona.

### **AOCB**

David discussed a topic brought up at the last Programme Committee meeting, it was suggested that as it was sometimes proving difficult to raise sponsorship for an event that the cost to attend an event should be raised by £5, this provoked a lengthy discussion.

It was commented that we want the support at events and we need to get the numbers up for attending. It was commented that is it generally £700 to sponsor an evening event and this sometimes comes from the speakers companies but other times not.

The board agreed that there was a need to get behind the programme committee and to make an effort to find sponsorship and this ensures a good quality events programme.

A vote on whether to raise the cost of evening meetings rejected the proposal.

Chris requested that we again fund the SPE Annual Review with professional editing. All agreed M and M Media had done a fantastic job last year and that we should follow the same principles this year; it was decided that this was a good idea as it produced a very professional publication that could be used to promote the section, and it was commented could be available as an EBook.

Action: M&M to submit cost proposal – funding approved by the Board in principle.

Jane spoke on behalf of Michael Heaney to update the board on forth coming events, and made an appeal to members to join the Artificial Lift and Sand Management committees in order to run these events, and that Well Abandonment was also coming up and going well too. Chris commented that Aberdeen City Council event Unconventional Gas, which is being endorsed by the Section this year, with a view to full involvement next year is coming along well with over 180 registered delegates (final delegate count as of 01 March is over 240),

Chris also commented that his is away next month and Masud Javid will take the chair of the meeting.

The meeting ended at 6.10pm.

The date of the next meeting is **Wednesday 23<sup>rd</sup> March 2011** and there will be a SPE Evening Networking Meeting and dinner following that board meeting.