

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 24th November 2010
Time: 4.30pm – 6:30pm
Location: Douglas Hotel, Aberdeen

Attendees:

Chris Nussbaum	Seawell	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	Rodger and Co.	Event Management
James Matheson	ThinkPR	PR Consultant
Anthony Onukwu	ITF	Membership Chair
David Liddle	ITF	Programme Chair
Anahi Suarez	Genesis Oil and Gas	YP Member
Paul Adair	BP (Retired)	DEVEX Chair
Deji Adebeshin	RGU	Student Chapter President
Chinglzz Sargozhin	RGU	Student Chapter VP

Apologies:

Cees Vollaard	Shell	CE Member
Colin Black	OptimaUK	CG Chair
Andrew Jaffrey	TechDev Engineering	Programme Member
John Donachie	Simmons International	Membership Committee
Atul Bhaduria	Schlumberger	YP Co Chair
Gbenga Oluyemi	RGU	Comms Committee Chair
Ian Phillips	CO2 DeepStore	Comms Committee

Actions Summary

All committee Chairs	To submit their committees budgets by the end of November
James Matheson	To submit Facebook Procedures' list to board
David Liddle	To circulate Unconventional Gas Meeting details to the board
Paul Adair	To contact Michael Heaney re programmes for conferences

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Chairman's Overview

Chris welcomed and thanked all board members for attending

Matters arising from the previous minutes.

All chairs have to have submitted their budgets to Masud by the end of November.

It was discussed that there are very few active BP members on SPE committees; this information was requested by BP Aberdeen.

Gbenga had circulated to the board, via Diane, the report from the Joint Communications Committee.

Committee Communications

Continuing Education

Paul Adair the DEVEX 2011 chair discussed the agreement of principals for the forthcoming DEVEX conference. (This document has been sent round the board) He commented that there is a steering committee which consists of a member from each of the participating societies. There is also a technical committee, consisting of two members of each society, who will solicit technical contributions, exhibitors and sponsors for the conference and they will promote the conference through industry contacts. Paul commented that the various societies all share the profits and losses for the event. SPE are being asked to contribute £4K for its share of the costs and should gain £11K profit after the conference, this figure is based on last year's event and the projected profits for 2011 will be around £49K which would be divided equally between the 3 societies. Paul commented that last year's event attracted 410 delegates and more are hoped for this year, he also stated that the fees from 2010 had been retained for 2011.

The AECC have a conference organiser dealing with this event and Julie from ThinkPR will be in contact with Emily from AECC to co-ordinate publicity etc. It was also commented that there is an editorial ready to go into SPE Review.

Chris commented that the budget sent round by Paul detailing DEVEX financing was a very well structured document and would like to see this taken and rolled out more.

Paul; asked that he be permitted to sign documents on behalf of SPE and DEVEX, the board had no objections to this and it was approved.

Communications Committee

Chris discussed on behalf of Gbenga, the document included in the pre read material detailing how to improve the financial management plans and loss mitigation forecasts.

It was discussed the costs could be reduced by reducing the number of issues of SPE Review, for example; the December and January issue will be combined into one, there were discussions on reducing the number of pages (see pre read) but this is not going to change in the near future, and there were discussions on selling advertising on the front cover as well as the back cover. This would be in the form of a banner advert not full page advertising.

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Chris commented that an E-book was being looked into which would be a cheaper option in reducing distribution costs. It was commented that the London Section were planning to sell sponsorship packages, so they would make a profit after M and M Media had been paid the advertising fee's.

It was commented that M and M Media had met the targets set for the 6 monthly review period and there had been a healthy increase in revenue during this time. Allan had also added in the communications committee report a detailed predicted financial forecast, this is in the pre read material.

It was discussed that we now have an aligned process with the JCC and London Section and that we want to make sure that SPE Review financially breaks even.

Chris also commented that the Company Directory on the SPE website was now going to be owned by SPE and this was being made by SiteKit (the website CMS provider) at the moment, when this is ready it will be used to sell advertising space. The idea is that the companies will get invoiced for the advertising (by M&M Media) and then they will be able to update and maintain it themselves – it will be a self managing site.

HOT TOPICS

Presentation of the Facebook Page by James Matheson of ThinkPR and Anahi Suarez on behalf of the YP committee.

Anahi discussed a PowerPoint presentation of the proposed Facebook page. The page is all ready to go live when it has been approved by the board.

YP committee has been appointed guardians of the page and only three people will be able to update the site. All comments to the site will be monitored and it is planned to have an article in SPE Review when the site goes live. This will be good publicity and hopefully generate interest in discussion groups and events. ThinkPR will monitor the content and work out a schedule for advertising events from our website on the page. The administrators will also get an weekly update, detailing how many people have viewed and "liked" the pages, so this will monitor the traffic of the page.

It was commented that there were still some holes that need to be filled in the monitoring and updating of the social networking site but James will compile a procedure on how to fill these holes. Also procedures for how to manage event listing on the site would be needed.

The Board approved the site going live, but recommended that the site moderators (Anahi and Sankesh draw up a short procedure with James at ThinkPR to capture guidelines and protocols for the pages)

Action: Anahi and Sankesh James to draft and submit to the board a procedure for moderating, event listing and any other aspects of Facebook page management required.

New student chapter at RGU

Anthony introduced the newly voted President and Vice President of the SPE RGU student chapters to the board they are Deji Adebeshin and Chinglzz Sargozhin.

Deji spoke that they as a newly formed Chapter were delighted to get the opportunity to talk to the board and outline their Chapter's plans for the coming year.

The plans include an inauguration and presentations meeting to be held on 2nd December, an annual SPE Student conference to be held at RGU, technical events to be held in May and June, topic and career talks for both undergraduates and post graduates.

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Deji also commented that the undergraduates had been left out of the Student Chapter previously so a huge effort was being made to get these students signed up to SPE and more involved in events.

It was planned that this chapter would be represented in the Petrol Bowl, an event that has no UK representation. Chinglzz also commented that the group were working on their website which had been dysfunctional for a few years and they were very keen to get it up and running again. They are keen to raise the RGU profile within other SPE chapters in Europe. They also have plans for a budget and are hoping the SPE can help with funding. At the moment RGU has 150 members, 120 in the energy sector and 40-50 undergraduates signed up.

All co-ordination of this will be run through Daniel Diaz and it was commented that the plans by the group were very much in line with the objectives of the SPE.

AOCB

Anthony commented the he would talk on the Membership committee's plans in the New Year.

David Liddle spoke briefly on the Unconventional Gas meeting being organised by the Aberdeen Council in March next year. SPE are being asked to put their name to the meeting as a supporter but no money is required. A planning committee is being organised through ITF but it was stressed this is not a commercial event; the chair of this steering committee is Simon Seaton of Halliburton.

Chris commented that there was no reason why SPE would not support it and would go back to John Donachie and get more information and David will circulate this round the board.

Action: David to circulate Unconventional Gas information to the board for approval.

Paul commented that the Smart Energy and DEVEX were clashing with some of their meetings technical content, he suggested that they have complementary programmes and will contact Michael Heaney to discuss this.

Action: Paul to contact Michael Heaney to discuss programmes.

The meeting ended at 6.20pm.

The date of the next meeting is **Wednesday 26th January 2011** and there will be a SPE Evening Networking Meeting and dinner following that board meeting.

Reservoir Fluid Properties (PVT): Issues, Pitfalls, and Modelling. By Birol Dindoruk, Shell International and SPE Distinguished Lecturer.