

**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 26<sup>th</sup> October 2011  
Time: 4.30 – 6.00 pm  
Location: Douglas Hotel, Aberdeen

**Attendees:**

Masud Javaid	Total	Chairman
Diane Wood	SPE	Board Secretary
Judy Mackie	M&M Media	SPE Review
Allan Montgomery	M&M Media	SPE Review
David Liddle	ITF	Programme Chair
Jane Rodger	Roger and Co	Event Management
Sergi Kelm	Aberdeen University	President Student Chapter
Nurkenay Bulekbayeva	Aberdeen University	Vice President Student Chapter
Annabel Sal	ThinkPR	SPE PR Consultants
Alan Johnson	Shell	CG Committee
Noor Aqilah	Aberdeen University	PR Student Chapter
Anthony Onuwku	ITF	Membership Chair
Oludare Elebiju	WiPro	SCG Committee

**Apologies:**

Gbenga Oluyemi	RGU	Comms Chair
Andrew Jaffrey	TechDev Eng	Vice Chair Programme
Ian Phillips	CO2 DeepStore	Comms Committee
Chris Nussbaum	Archerwell	Past Chair
James Matheson	ThinkPR	SPE PR Consultant
Sankesh Sundareshwar		YP Chair
Martin McCaffrey	Tercel	Treasurer
Nigel Bradburn	Nigel Bradburn Consultants	CE Committee
Michael Heaney	Benchwhistler	CE Chair
Colin Black	Optima UK	CG Chair
Maria Trujillo	Talisman	AP Co Chair
Nadya Shnuchkina		SCG Vice Chair

**Actions Summary**

All committee Chairs	To submit budgets to Martin ASAP
Masud Javaid	To consult SPE manual to find out about quorate committee numbers
Masud Javaid	To bring Arkwright scholarship proposal to the board
Sergi Kelm	To forward Student plan to Diane ASAP
Shankar Bhukya	To liaise with Aberdeen University Student Chapter Presidents re budgets
David Liddle	To contact Michael Heaney re Unconventional Gas and Aberdeen City Council
Masud Javaid	To contact Chris re ThinkPR contract.
Masud Javaid	To contact Gbenga on JCC electronic SPE Review suggestion from London
Chris Nussbaum	To report to the board on the Gert de Jonge Memorial Award
Masud Javaid	To initiate email discussion on Aberdeen Section Awards
Oludare Elebiju	To discuss at YP committee meeting the President attending a YP event
Anthony Onuwku	To liaise with Shankar re Perth University student Chapter request
Stephanie Nwoko	To bring a proposal to the board on the Apprentice Scheme

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### **Chairman's Overview**

Masud welcomed and thanked all board members for attending and commented on the reduced number of committee chairs in attendance – it was noted that as there were only 3 chairs in attendance that the board was not quorate so any decisions would have to be made by email.

Action: Masud to confirm number of members of an SPE board needed to be quorate.

### **Committee Communications**

#### **CG Committee:**

Alan spoke on the CV workshops planned for the 8<sup>th</sup> of December at RGC and the 13<sup>th</sup> December at Banff Academy, both of the workshops have volunteers ready to go and he reported that another two workshops were in the planning stages.

He also commented on the MIP event taking place on the 28<sup>th</sup> October and that it had a full itinerary of presentations and all talks had a volunteer to present, they (the volunteers) also had all the training on what to say and do from Nadya.

Diane commented on the Energising schools initiative and said that an invitation to Guidance, Design & Technology and Physics Staff to participate in this event at AECC on the 15<sup>th</sup> of November had gone out to all schools in the City and Shire and also to the Independent schools around Aberdeen.

It is essentially a morning event and brings education, guidance staff and industry together to explore potential for collaboration.

Numerous Curriculum and career development opportunities had been identified at last year's event and there were 24 places available to attend this year's event at ICOTA. So far 4 places had been booked.

### **Offshore Achievement Awards**

Diane updated the board on the OAA progress so far. The details of the sponsors and awards had been included in the pre read material, and only one award category (the export achievement) remained without a sponsor.

The host for the evening is now confirmed as Scottish comedian Kevin Bridges and the invitations to apply will open at the beginning of November. There is a website solely for the OAA and it is [www.spe-oaa.org](http://www.spe-oaa.org)

### **Programme Committee**

David commented that the contract for ThinkPR had not yet been finalised and this had been a remaining action on Chris. It was commented that last year's contract could be amended for use this year.

Action: Masud to contact Chris to get the ThinkPR contract finalised.

### **M and M Media**

Judy discussed an item that had been discussed at the London Section Board meeting, which had been the suggestion that the SPE Review go to electronic copy if the member requested this option.

Judy commented that there needed to be evidence that London would want to remove the printing of a paper copy of the magazine. Allan commented that members do not realise the business implications of going to an electronic copy- the main one implication is on revenue, as advertisers

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would call a halt to buying advertising in the magazines as they would get a reduction in the target number of people that the magazine would reach.

**Action:** Masud is to contact Gbenga to put this topic on the agenda for the next JCC meeting.

### **ThinkPR**

Annabel discussed that there had been good feedback on a membership study that ThinkPR had conducted. She stated that 10 operators had picked up on the study, and these will be followed up.

Annabel also reported that James is leaving the company and that a new recruit may join her at subsequent board meetings.

She also discussed that a draft press release was ready for the upcoming ICOTA meeting and would be released around 7<sup>th</sup> November.

Annabel reported on the MIP TechFest event and that would generate an overview of SPE Aberdeen in the terms of education. She was invited to attend BP on the 28<sup>th</sup> October to see the event.

### **CE Committee**

Jane updated the committee on behalf of Michael Heaney.

She commented that the Well Intervention conference was doing really well with lots of delegates registered and at the moment Roger and Co were trying to maximise the number of attendees, and ThinkPR were being used to help in this with press releases.

EUALF and Sand Management both have just released a call for Abstracts, and a substantial number were coming in for EUALF but less for the Sand Management – but it was commented that it was early days for this.

Jane discussed that the CE committee were looking for new events and Michael had been in touch with Aberdeen City Council to discuss the Unconventional Gas conference that had been held last year. David is going to contact Michael re: this contact.

It was also commented that there was still unpaid invoices on the treasurers report and it was suggested that an update from Fiona should be obtained prior to the November meeting to ascertain which companies had still to pay invoices for various events.

**Action:** David to contact Michael Heaney to discuss Aberdeen Council and Unconventional Gas Conference.

### **YP Committee**

Oludare asked the board – a request from Sankesh- would the MIP event be in SPE Review magazine, Judy commented that M and M media planned to cover this event for the magazines and that a photo opportunity was being given on Friday 28<sup>th</sup> October at 3pm. Annabel is going to send the revised press release to Judy. Oludare commented that he would also take some photographs.

Oludare also commented that YP were in the process of getting the complete list of YP's updated. Anthony stated that around 600 section members were YP's.

It was also commented that two events had clashed, a YP event and a student chapter event, it was suggested that all committees make sure that there is no future event clashes.

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### **Membership**

Anthony updated the board on two new members were joining the Membership committee and a meeting was planned to held the following week.

### **Aberdeen University Student Chapter**

Sergi discussed the subject of budgets for the chapter; he had spoken to Shankar and had made a plan for the coming year. The chapter is also in the process of setting up a website.

Sergi also asked Jane how much it would cost a student to attend ICOTA or DEVEX for example, the cost would £60 for two days but the number of student attendees would have to be capped. Jane commented that students can also help at these conferences and gain entry that way. Masud questioned whether there was money budgeted for students in the SD budget. Sergi will get in touch with Shankar.

He also commented that 92 people had registered to go to the STEM event.

Action: Sergi to forward full Chapter plan to Diane.

Action: Sergi to contact Shankar re budgets and possible provision for students.

### **HOT TOPICS**

#### **Arkwright Scholarships Meeting with Martin Thomas**

Masud discussed the meeting held with Colin Black and Martin Thomas, in reference to the Arkwright Scholarships. The Arkwright Scholarships Trust administers one of the most prestigious scholarship schemes in the UK.

They identify and nurture future leaders in engineering and related areas of design. They do this by awarding Arkwright Engineering Scholarships, through a rigorous selection process, to high-ability students in Year 11 (England and Wales) and S4 (Scotland). Their Engineering Scholarships support students through their A Levels / Scottish Higher's and encourage students to pursue engineering at university and to take up careers in engineering or related areas of design.

The Engineering Scholarships are sponsored by industrial companies, universities, charitable trusts, professional engineering organisations and personal donations

Martin is keen to promote their presence in Scotland and both Colin and Masud feel that this is a good project for the SPE to be involved in. Martin is to speak with the Aberdeen City Council Co-ordinator for schools and Masud and Colin will bring back a proposal to the board for the next meeting.

Action: Masud to bring Arkwright Scholarship proposal for SPE Aberdeen's involvement to the board.

#### **Request from Perth University and Abertay University to Form New Student Chapters.**

It was commented from the last meeting that requests had been received from Abertay and Perth Universities to form new student chapters.

Anthony discussed that the college (Perth) has a HND in Petroleum Engineering course. It was commented that Perth used to be known under a different college chapter name - it had an SPE student chapter previously and that Anthony would contact SPE international and let them know of the name change. Anthony is going to coordinate this information and he is going to report back to the board at the November meeting.

Action: Anthony to report back to board at November meeting on the outcome of the Perth Universities request to form a new student chapter.

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### **SPE Annual Awards 2012**

Anthony updated the board (**see pre read material**) on the planned 2012 award ceremony.

The proposition is to have an SPE Aberdeen Dinner with the 2011 SPE president and included active volunteers from different SPE committees and also invited guests.

The suggestion is to have 6 awards

- Outstanding Student Chapter Award
- Two Young Professional Award
- Two Service Awards
- Corporate Award

The proposal states that the budget should not be more than £9000 but an extra £1000 is allowed for if needed.

Discussions were held on when it is an appropriate time to hold these awards, as the Offshore Achievement Awards are being held in March and there are other award ceremonies throughout the year.

It was suggested that this ceremony could be added onto another conference i.e. DEVEX or that the board could extend the evening meetings programme into June and have a special meeting then.

As the SPE President would normally come to Aberdeen for around 3 days, it was suggested that the YP committee could organise a meeting around the President coming, and if an awards dinner was to take place then this could possibly be after the YP event. It was stressed that SPE would want to maximise the use of the Presidents time in the Section, so something specific and well planned would be needed.

Action: Masud is going to initiate an email discussion, due to lack of committee chairs, taking Anthony's proposal and will summarize and present the outcome to the board at the next board meeting.

Action: Oludare is going to discuss with the YP committee the proposal to hold a meeting around the possible SPE Presidents visit.

### **Increase in fees for M and M Media.**

This topic had been reviewed and accepted at the JCC meeting in London, Masud is going circulate an email to the board recommending that the Aberdeen Section Board also approve this request. This document was included in the pre read material.

Action: Masud to circulate an email recommending that the Aberdeen Board accept the JCCs approval of M and M Medias fee increase request.

### **AP Apprentice 2012 Event - proposal**

Alan discussed that he had spoken to Shell (his employer) on the possibility of an internship as a prize for the AP apprentice, but was told that this would be as difficult as trying to get a job for the winner, as the rules are very rigid. He suggested that Stephanie maybe looks to approach a smaller company to see if they could help. He also suggested that maybe a CV workshop could be an option.

Action: Stephanie (AP) to come back to the board with a firm proposal.

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**Gert de Jonge Memorial Award Update:**

There is still an outstanding action on Chris for this topic. See June's minutes.

The meeting ended at 5.45pm, the next scheduled meeting will be on the 23<sup>rd</sup> November at 4.15pm.