

***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.*

Douglas Hotel, Aberdeen  
16:15 – 18:15 hrs

1. Chairman's overview  
Welcome & Introduction
2. Action items from previous minutes

**Carried forward from last agenda:**

High Profile Award Dinner  
MiP (Maths in the Pipeline) greater plan  
Website  
PR Initiative

3. Committee Issues
  - Update on awards nominations for Regional and international levels (Anthony - Membership)
  - AP /YP event at DEVEX – seeking panellists. Update on technical presentations/events. (Stephanie/Maria – AP)
  - **Approval of budgets** (as circulated)
  - Update on Charitable Donations (Chris/Masud)
  - Evening Meeting Programme – topic needed for April (David – Prog Comm)
  - North Sound Oil & Gas Quiz – Board decision on sponsorship required (Colin – CG)
4. Hot Topics
  - **Communications Report. Approving the Terms of reference for the new SPE Joint Communications Management Committee** (Ian - Comms)
  - Can a PR initiative do great things for the Section? (Chris)
  - High profile SPE dinner 2010 (Anthony/Chris)
  - Improving utilisation of the Aberdeen SPE Website (Chris/Diane)
  - **MiP Project Update** – (Colin CG)
5. AOCB

**Highlighted items have pre-read material associated – please review**