

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 28th April 2010
Time: 4.30pm – 6:30pm
Location: Douglas Hotel, Aberdeen

Attendees:

Chris Nussbaum	SeaWell	Chair
Diane Wood	SPE	Board Secretary
Jane Rodger	Hulse Rodger and Co	Events
David Liddle	ITF	Programme Chair
Anthony Onukwu	Eclipse Petroleum Technology	Mem Chair
Judy Mackie	M&M Media	SPE Review
Allan Montgomery	M&M Media	SPE Review
Ian Phillips	CO2 Deepstore	COMMS
Michael Heaney	Benchwhistler Associates	CE Chair
Gbenga Oluyemi	RGU	SD
Anderson Foster	Total	Board Member
Masud Javaid	Total	Treasurer
Jeb Tyrie	Focus Energy	Past Chair
Sarita Macvicar	Schlumberger	CG Vice Chair
Abhijeet Kulkarni	Shell	YP Co Chair

Apologies:

Colin Black	Optima	CG Chair
Jairo Ching	Sparrows Group	SD Chair
Stephanie Nwoko	Senergy	AP Co Chair

Actions Summary

All Chairs	Section reports to be forwarded to Diane ASAP for Annual Report.
Ian Phillips	To communicate with Satrosphere on behalf of the board
Diane Wood	To add AP Objectives Review to Hot Topics for May meeting
Chris Nussbaum	To review objectives/achievements discussion with AP prior to meeting
All Chairs	To discuss succession planning with their committees and report outcome to Chris by mid-May.
All Chairs	To file pre read material to Diane at the requested deadline.
Anthony Onukwu	To circulate one or more concrete proposals for an SPE Awards event to all Chairs for discussion/approval as soon as possible

From March meeting and to be carried forward to May Meeting

By	Action
Jairo Ching	To circulate to board details of Dundee University Seminar events.
Jairo Ching	To provide details names of suitable speakers for Dundee University Seminars.
Jairo Ching	To collate information on adding website links to Universities and send to Chris and Ian.
Jairo Ching	To share amendments to SPE questionnaire with Abhijeet.
Abhijeet Kulkarni	To contact YP members to see if anyone interested in being speaker at Dundee event.
Jairo Ching	To consult with Hulse Roger about running the SPE members survey.

***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.*

Chairman's Overview

Chris welcomed and thanked all board members for attending.

Actions from Previous Minutes

- Ian reported that SPE have global blanket indemnity insurance.
- M and M Media contract has been approved and is being processed.
- Sitekit website training days have been arranged in May, a basic training day and an intensive training day.

Committee Communications

Communications Committee

Ian discussed his report (included the pre-read material) and the M and M Media contract. There had been a great deal of discussion last month on the Global Indemnity Insurance as part of the M and M Media contract. Ian reported that SPE has blanket global indemnity cover and that this meant that the contract was now being processed. Ian also discussed the proposal (included in the pre-read) that Diane Wood take over the website maintenance, which would include updating events and uploading material to the website for both the Aberdeen and London sections. It was suggested that Hulse Rodger would provide a back-up facility should Diane not be available for any reason.

The Joint Comms committee will meet on 11 May in Round Table session with their London colleagues to discuss this further.

The board agreed to the proposal

Ian also discussed that due to restrictions on his time that Gbenga Oluyemi would now be taking over as Chair of the Comm Committee. He will also be taking over the E news bulletin from 23rd May. Diane will send out requests for E bulletin as usual.

Chris thanked Ian for doing a fantastic job over the years and sincerely hoped that he would remain on the board of SPE Aberdeen.

Programme Committee

David spoke on behalf of the Programme Committee that there was a lack of members on this committee; he ideally would like to see more AP and YP members coming to the Progs Committee meetings.

He also commented on the amount of students that were coming to the evening meetings, he had heard complaints from the last meeting that the behaviour had not been as expected, with mobile phone ringing and people moving around. He also indicated that speaker guidelines may have to be made as the last speaker had talked through his CV and not given a talk as such. SPE Speaker Guidelines are available on the SPE website, and these apply as much to the Evening Meetings as any other SPE event.

David also spoke on a meeting he had with Aberdeen City Council. The council would like to put together a conference on Unconventional Oil and Gas, would SPE like to be involved in this? It was decided that Mike and David would talk to the council on SPE's behalf. It was suggested that the council were looking for SPE endorsement on the project.

The board agreed to this.

***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.*

Chair Communications

Chris discussed the SPE annual report that is being compiled currently. All chairs had been approached and asked to contribute information on their sections. M and M Media are going to edit the report and will need the Chairs' draft submissions by 7th May. The deadline for submission of the report is June 1st. The estimated cost for M and M Media to edit and publish the document is £1K.

Chris proposed and the board agreed to the request.

Chris also presented a proposal to the board on behalf of Satrosphere (see late proposal in pre-read). Satrosphere would like to bring the BBC's Walking with Dinosaurs exhibition to Aberdeen for the summer months this year. To enable them to do this, they need sponsorship. The cost of bringing the exhibition is £75K, Satrosphere have £30K so far in sponsorship and would be looking for the remaining £45K. It was discussed that it would be a big educational push for CG, with around 3000 school children being given the chance to see the exhibition, and would be a very good opportunity to support science and promote SPE, by raising our profile. This would be achieved by having our logo on all the merchandising produced for the exhibition. Another advantage to being a main sponsor would be the free use of the Satrosphere facility for events, for example the Awards Dinner could be held here. It was decided that a working group would be formed to coordinate with Satrosphere and oversee negotiation of the sponsorship package. This working group will be led by Ian, supported by Masud and Michael. The board decided that a minimum of £10k and a maximum of £15K would be made available for this proposal, the final amount being authorised by the working group. Masud stated that the Aberdeen Section currently has £90K in the bank, but this will rise to around the average of £150K in the next few months.

Chris also discussed on behalf of AP, the Devex workshop. This is going to be a well supported event but AP is still £2k short in sponsorship money. Masud is going to talk to Total re: funding.

Anthony reported that at a recent joint meeting, AP made plans to work jointly with YP next year on a number of events. Chris suggested to the board that AP should be invited to re-examine their founding objectives and review these with the Board at the next meeting (as a "Hot Topic"). The board had committed to support the AP initiative as a one-year trial, so it was very appropriate to review the achievements over the year. Jeb stated that the AP events are well attended but more could be done to encourage these members to come to other Section Events. Chris said he would update Maria and Stephanie on the discussions, and invite them to present at the next meeting.

Chris also commented on succession planning within the Aberdeen Section groups, it was suggested that the group chairs talk to their committees on the subject and come to the board with ideas for the May meeting.

Chris also commented on the pre-read material requests and asked that the chairs send the pre-read reports to Diane on time. This allows for all the pre-read to be distributed and read prior to the board meeting.

Chris reported on the PR Initiative (see pre read material) and the PR steering group recommended that ThinkPR provided the best PR provision for the Section. Think PR had been invited along to present their company to the board. (See Hot Topics)

Actions

All Chairs	Section reports to be forwarded to Diane ASAP for Annual Report.
Ian Phillips	To communicate with Satrosphere on behalf of the Board
Diane Wood	To add AP Objectives Review to Hot Topics for May meeting
Chris Nussbaum	To review objectives/achievements discussion with AP prior to meeting

***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.*

All Chairs To discuss succession planning with their committees.

All Chairs To file pre read material to Diane at the requested deadline.

HOT TOPICS

PR Initiative presentation by ThinkPR

Annabel and Julia from ThinkPR presented a PowerPoint presentation to the board. They discussed their ideas for the section that would meet our specific objectives.

Prior to the board meeting they had taken a poll of random industry professionals and had concluded that most of those questioned thought that to be a member of SPE that you had to be an engineer, others polled did not know anything about the SPE. This was something that could be positively addressed by making the industry aware of what SPE does in Aberdeen.

After the presentation it was discussed by the board should SPE Aberdeen proceed with the PR project?

Comments from the board suggested that the company were young and modern with a fresh outlook, they were well respected in the City and they had done their homework prior to coming to the board. It was decided that the main focus would be on retaining and attracting new members. The board decided that they would go ahead with the objective and review after 6 months to see if we had achieved some of our goals

The board agreed to this proposal.

Awards Dinner

Anthony discussed his Power Point presentation which discussed the various options for an award dinner. (Presentation is available via Diane).

The board discussed costs and venues and whether these awards could be included in a BBQ event or would a champagne reception from for example 5-7pm be possible. It was decided that if the sponsorship of Walking with Dinosaurs went ahead that the Satrosphere venue would be an ideal place to hold the awards and that this would significantly keep the costs down. It was decided that around £10K would be the maximum cost for this dinner but could lowered to around £5-£6K if held at Satrosphere. This would be an idea forum for the PR Company to promote.

The most popular idea appeared to be an early evening (5-7pm) reception, but there was also support for a lunch event with a speaker. Time was running out to organise any event, so Anthony is encouraged to circulate a concrete proposal at the earliest opportunity for the Committee Chairs to consider and if possible, approve. It was proposed that the Board would support spending on such an event to a maximum level of £6k.

The board agreed to this proposal in principal.

Anthony asked Board members to submit their nominations for Section or Regional awards immediately.

AOCB

Jeb requested that the £2K charity donation that was to go to Give Kids a Chance now be put to St Machar Academy, who alongside Tim Farmer will double the donation and give it back to Give Kids a Chance.

The board agreed to this request as long as a receipt showing this had been achieved was given.

***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.*

Items to be held over till next meeting

- MiP (Maths in the Pipeline) – an update from CG
- Relaunch of Membership Survey – an update from Jairo

The meeting closed at 6.20pm

The next meeting is to be held on Wednesday 26th May at the Douglas Hotel

Please note the 4.15pm arrival with a prompt start at 4.30pm.