



## **Executive Committee Meeting**

**4<sup>th</sup> April 2019 1000hrs**

**Power Road Studios**

**Chiswick**

**London**

### **Minutes of Meeting**

1. Introductions and Housekeeping Rules
  - 1.1. Mr Benny De Sutter (BDS) opened the meeting and welcomed all.  
The meeting was attended by Benny De Sutter (Herbosch-Kiere NV (Chair)), Nick Offord (Red7Marine), Les Lugg (Fugro), Simon Barham (telephone)(Topbond), Jim Bradford(telephone) (GMS), Mr Robin Van Woerden (Atlas), Mr John Howard (IJUBOA President), Mr Iain O'Connor (IOC) representing Herbosch-Kiere as a non- voting representative.
  
2. Conformity Statement
  - 2.1. The Conformity Statement was made available to all on the Agenda documentation.
  
3. Apologies for absence
  - 3.1. None Raised
  
4. Meeting Minutes
  - 4.1. The previous meeting minutes (revision1) were approved.
  
5. Finance Report
  - 5.1. JRH informed the meeting of the current bank account balances for the Association. This was tabled as an appendix. In summary the Association has circa £22015 within the account to date.
  - 5.2. JRH informed the meeting that the following members were outstanding: Gusto, TOS, Overdick, A2Sea, SSE. This amounted to £10,250.
  - 5.3. LL raised that EC members were asked to chase outstanding accounts at the last EC. JRH reported that he had spoken to DEME regarding A2Sea but was awaiting a further response. SSE and Seafox had been written to but no response to date.
  - 5.4. ABCO and Jack Up Barge have paid.
  - 5.5. It was agreed that RVW to call Gusto, Seafox and JRH to call Overdick and TOSS.

5.6. LL asked proposed to the meeting that companies who have booked onto courses were being allowed to attend without paying for the course in advance. Upon completion IJUBOA was still owed monies for services delivered. An example given was CMP training costs of £12000 which had not been paid before course delivery. LL suggested that persons should not attend courses without payment being cleared. JRH to look at this for future bookings.

5.7. JRH informed the meeting that the last Bargemaster course made £3000 for IJUBOA after costs.

## 6. Executive Members Review

6.1. IO distributed an excel document setting out the current EC membership joining dates and review dates. It was noted that RVW is due for review of his position on the EC as the term has now passed three years. RVW stated that he would like to put forward his application to the EC and next AGM to continue on the EC if the other members felt there was a value to this. NO thanked RVW for his EC role over the past years. NO stated that he felt that EC members should be from barge operators and not other parties within the industry . LL seconded this view.

6.2. NO stated that Jack Up Barge would be open to sitting on the EC. IO informed the meeting that the Articles of Association allow for only 5 sitting members on the committee currently and if Robin was voted back onto the EC the option for JUB to join would not be available. IO stated that the Directors can increase the EC numbers if voted on by the EC member in the best interest of the working ability of the EC. LL stated that the did not consider this to be a suitable solution.

6.3. RVW commented that he accepted NO/LL views but felt that a non-operator position did balance the EC and give a further perspective. SB commented along similar lines to RVW.

6.4. NO stated that he felt that the association should consolidate the membership into smaller group and consider IJUBOA's membership toward smaller barge operators and not the larger companies.

6.5. Based on the general discussion SB raised that a general discussion should be considered to look at the Association's direction and what the membership required IJUBOA to do. All agreed. Based on this it was agreed to delay the AGM to autumn and use the date of the 5<sup>th</sup> June as a general extra-ordinary EC meeting to further discussions.

6.6. BDS requested IO to set out an Agenda and for all EC members to send to IO their items for consideration.

## 7. Marketing

7.1. NO informed the meeting that he had delivered the presentation Volker/ BAM/ Grahams. NO awaiting feedback from these parties.

## 8. Planned Training

8.1. JRH informed the meeting that the next planned course was the IJUBOA Manager Course planned for 7<sup>th</sup> May but due to lack of numbers this will need to be delayed. BDS put forward 1 no. person for the course and will inform JRH at a later date. JRH also has Lankelma with a person still waiting for the course. JRH to issue notice of postponement and agree a new date for delivery.

- 8.2. Enquiry has been received from a barge operator in New Zealand for delivery of training. JRH in discussions for delivery either in the UK or NZ. Discussion was held on how to encourage membership of this enquiry as well as delivery for the course. JRH to enquire further and report back to the EC.
  - 8.3. LL gave feedback on the recently delivered Bargemaster course. Feedback from Fugro operative was that the course was delivered well but it felt rushed and too much information was in the course to be able to take this all onboard. There was also concern that other persons on the course were not qualified/ knowledgeable enough to interact and take part on the course.
  - 8.4. NO stated that the course needs to be improved as it was too self propelled orientated. IO commented that the original basis for the course was from GMS and self propelled operations. GMS feedback was that the course worked well for their purposes and enquiries in the UAE were increasing.
  - 8.5. NO stated that the course should concentrate on smaller jack ups only and other operational jacking systems should be included. Also that the Red7Marie course is two years in total and that the four day course could not teach operatives to any significant level.
  - 8.6. BDS stated that the course may need to be reviewed outside of the EC meetings. EC agreed this action. A working party should be established to review the findings.
  - 8.7. reported to the meeting that a planned IJUBOA Manager course with DNV on 7<sup>th</sup> May currently has one booking and further bookings are being sought.
  - 8.8. The Bargemaster course with STC for the 18<sup>th</sup> March currently has three/ four candidates from Jack Up GB and further candidates are being sought. BDS stated that 1no. person can attend from Herbosch-Kiere, LL may be able to provide 1no., NO to look at persons to attend. All to request booking forms from JRH and return asap.
9. Next AGM
- 9.1. BDS informed the meeting that the AGM would be postponed until September 2019. The location was still planned for Berlin. BDS would write to members informing of the change.
10. AOB
- 10.1. JRH informed the meeting that outstanding items with St James House has now been agreed and closed.
  - 10.2. JRH informed the meeting that he had prepared a questionnaire as per SB previous request and a draft version was available for comment. SB commented that due to the extra-ordinary meeting items that this should be considered after the meeting.
  - 10.3. JRH tabled for the Mark Sankey Award to be considered for Simon Cook (ex GMS) for his services to IJUBOA. The EC agreed this proposal. JRH to arrange for presentation at he AGM.
11. Next EC Meeting
- 11.1. Extra Ordinary Meeting to be held 5<sup>th</sup> June, 1000hrs, Power Road Studios, Chiswick, London
  - 11.2. Next EC meeting will be held in London on the 11<sup>th</sup>-13th June 2019, 1000hrs. Venue to be Seaworks, Southampton. JRH to confirm venue.