



**Society of Offshore Marine Warranty Surveyors
Board Meeting
Wednesday 11th November 2020 – 13:00 GMT**

Attendees:

**Vishal Sharma (VS)
David Watson (DW)
Stephen Norman (SN)
Hector Grant (HG)
Alison Cooper (AC)
James Laybourn (JL)
James Vavasour (JV)
James Miller (JM)
John Munnings-Tomes (JMT)
Michael Chan (MC)**

Ref	Item	Action	Due Date
1	Apologies for Absence Peter Baggaley		
2	Minutes of the meeting held on 14/10/20 No comments.		
3	Matters / Actions arising It was agreed that a formalised process needs to be put in place for when a member within the community learns that another member of the community has been granted a status and then challenges said status. The Screening Committee to discuss HG to circulate an up-to-date list of those people who sit on various committees	DB HG	9/12/20 9/12/20



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4 A	<p>Membership Committee Report SOMWS member recommendations Six Full members were proposed along with one Associate member</p> <p>Agreed. No comments or objections were raised.</p> <p>The following candidate is also approved for Associate Membership:</p>		
5 A B C	<p>Communications report SOMWS Membership Database System The database is coming along nicely. Subject to beta testing the membership database should be up and working before the year end. SN to circulate video demonstrating the database</p> <p>Website update See 5A above.</p> <p>LinkedIn update No further news.</p>	SN	ASAP
6	<p>SOMWS / JRC Working Group Report JM – The scope of work for renewables and project cargo is almost ready to go.</p> <p>JMT – The lighter touch rig move and location document is still being used. JMT has prepared a comparison document. We need to educate our own members as to why they</p>		

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	<p>should be using the JR201005 and not the older, lighter touch, 498.</p> <p>JMT is still preparing the first five lessons learned to be launched by the end of this year. We need to ensure we are not stepping on anyone's toes. The current version is being reviewed by Clyde & Co. We are very much reliant on information that is in the public domain.</p>		
<p>7 A B C D</p>	<p>Secretariat</p> <p>Monthly management accounts Income higher than expected. Expenditure slightly higher than expected.</p> <p>SOMWS 2021 draft budget The Board was asked to contact HG should they have any questions</p> <p>Resigned and lapsed membership list As per the circulated spreadsheet. Members of the board to look over the list and advise if they know a current email address or can chase them. Subject to this final check, they will be removed by 30/11/2020</p> <p>Geographical Statistics As per attached pdf.</p>	<p>All</p>	<p>30/11/20</p>
<p>8</p>	<p>Events</p>		



Ref	Item	Action	Due Date
	It was agreed that any proposed events should be postponed until lockdown has come to an end as so many people are suffering from webinar fatigue.		
9	Any other business HG raised the question regarding an email from a member requesting indemnity insurance recommendations. The board decided they were not comfortable with providing any such recommendations.		
	Date of next meeting: Wednesday 9th December 2020 @ 13:00 GMT JV will be unable to attend December's meeting, SN to Chair.		