



**Society of Offshore Marine Warranty Surveyors**  
**Board Meeting**  
**Wednesday 10<sup>th</sup> February 2021 – 1pm GMT**

**Attendees:**

<b>James Vavasour (JV)</b>	<b>John Munnings-Tomes (JMT)</b>
<b>Stephen Norman (SN)</b>	<b>James Laybourn (JL)</b>
<b>Doug Devoy (DD)</b>	<b>James Vavasour (JV)</b>
<b>Vishal Sharma (VS)</b>	<b>Jonathan Vine (JV)</b>
<b>James Miller (JM)</b>	<b>Hector Grant (HG)</b>
<b>Michael Chan (MC)</b>	<b>Alison Cooper (AC)</b>

<b>Ref</b>	<b>Item</b>	<b>Action</b>	<b>Due Date</b>
1	<b>Apologies for Absence</b> David Ballands and David Watson.		
2	<b>Minutes of the meeting held on 13/1/21</b> Minutes were approved. No comments.		
3	<b>Matters / Actions arising</b>		
A	Thanks from Peter Baggaley for the gift and kind words		
B	<b>From 4.b. sponsor volunteers</b> First candidate – paperwork sent to potential sponsor. Not yet heard back from sponsor. Still waiting on other application.		
C	From 5 b. will be covered under 5. below		
4	<b>Membership Committee Report</b>		
A	<b>SOMWS member recommendations</b>		



Ref	Item	Action	Due Date
B	<p>10 new Full members of SOMWS were proposed.</p> <p>No objections. Proposed by SN. Seconded by JV</p> <p>9 Associate Members of SOMWS were noted</p> <p>No objections. Proposed SN. Seconded by DD.</p> <p><b>Founding members recognition</b> The board to think about how we can recognise founding members. To be discussed at the next board meeting.</p>		
5 A  B  C	<p><b>Communications report</b></p> <p><b>SOMWS Membership Database System</b> Making good progress. Looking at April for a live start on the system. Currently going through the snag list. Costs are within the budget.</p> <p><b>Website update</b> See 5A above.</p> <p><b>LinkedIn update</b> 483 members.</p>		
6	<p><b>SOMWS / JRC Working Group Report</b> JRC meeting was postponed due to movement of officers. Have now formed a new renewables sub-group which has had its</p>		



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	first meeting. DW is representative on the sub-group. Next meeting w/c 22/2/21		
7	<b>Industry Liaison Group (ILG)</b> Meeting to be arranged in next two weeks		
A	<b>Chair of ILG</b> To be discussed at next board meeting		
B	<b>Corporate &amp; Affiliate membership</b> Likely to be discussed April Board meeting		
8	<b>Secretariat</b>		
A	<b>2020 Annual accounts</b> Satisfactory outcome. Subscriptions up. Positive cash position. Annual accounts will be completed for April 2021 meeting and Board approval before AGM, members will be sent accounts in advance of AGM on 26/5/2021	HG	14/4/21
B	<b>SOMWS Directors tenure dates</b> JV will continue as Chair until his term ends. There are three Directors who wish to be re-elected – VS, MC and SN.		
C	<b>2021 AGM date 26/5/2021 @ 13:00 GMT (2.00pm BST) Members invitation</b>		
D	<b>Additional Board members</b> It was decided to use the two options open under the Articles, (1) the Board can nominate members and (2) an invitation to		



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	invite existing members to be nominated to apply for the available board positions. The Board will clarify at the March meeting how many positions are available.		
9	<p><b>Events</b></p> <p>No events are being scheduled at this time due to the COVID-19 pandemic.</p>		
10	<p><b>Any other business</b></p> <p>A JMT said that the JRC are proceeding with lessons learnt in Oil &amp; Gas. An appropriate platform to direct members would be beneficial. It was decided to set up a News page on the SOMWS website and Directors will send details of any examples they have/know of that are in the public domain.</p> <p>B HG reminded Board members about sending a short bio and photo for inclusion on the web site.</p>	JMT	10/3/21
	<p><b>Date of next meeting:</b></p> <p><b>Wednesday 10th March 2021 @ 1300 GMT</b></p>		