



Society of Offshore Marine Warranty Surveyors
Board Meeting
Wednesday 9th June 2021 – 14:00 BST (13:00 GMT)

Attendees:

Vishal Sharma (VS) Stephen Norman (SN) Michael Chan (MC) David Ballands (DB) James Laybourn (JL) Ian Stewart (IS)	Ekkehard Stade (ES) Aureliano Schirripa (AS) Sean Hogue (SH) John Munnings-Tomes (JM) Doug Devoy (DD) Hector Grant (HG) Alison Cooper (AC)
--	--

Ref	Item	Action	Due Date
1	Apologies for Absence James Miller, James Vavasour, Jonathan Vine		
2	Welcome to the new SOMWS Board Directors Following the comprehensive process taken by the Board, which led to the invitations to join the SOMWS Board, SN welcomed the new directors, AS, ES, IS and SH to their first Board meeting. Each new director introduced themselves to the Board. HG will register each new director at Companies House	HG	9/6/21
3	Minutes of the meeting held on 12/5/21 There were no objections to the minutes. Proposer DB, Seconded VS		



Ref	Item	Action	Due Date
<p>4 A</p> <p>Membership Committee Report SOMWS member recommendations Six new full members were put forward.</p> <p>Proposed DB, Seconded SN</p> <p>Five applicants have been accepted for Associate Membership:</p> <p>B</p> <p>Founding members recognition update The History of SOMWS wording is now available on the website – www.somws.org/wp-content/uploads/2021/06/History-of-SOMWS-v5.2.pdf Founding members are now recognized on the website with the initials FMSOMWS after their name e.g.- https://www.somws.org/member-search/?number=0090</p> <p>New directors to send HG a short bio (200 words) and photo to be added to the website</p>		<p>New Dirs.</p>	<p>ASAP</p>
<p>5 A</p>	<p>Communications report SOMWS Membership Database System We are still in the process of ironing out teething problems of the beta product. SN, HG and AC have a meeting with the developers tomorrow to go through the back-end of the database. We are looking to send through an application from a candidate in July to feedback on the process.</p>		



Ref	Item	Action	Due Date
B	Website update See 5A above.		
C	LinkedIn update No articles received. Open to ideas as to how we can widen the content. Please reach out to SN.		
6	SOMWS / JRC Working Group Report The renewables scopes of work and endorsements have been posted on to the LMA website. They are currently listed under the Circulars tab however the JRC are working with the LMA to move the files to the Technical document section. The JRC is progressing with lessons learned. With respect to new guidelines the JRC are pushing to try and ensure the engine room group within the JRC will continue to be the reviewer of the documentation to maintain a quality output. It is hoped that the JRC documents should be the first port of call for defining MWS engagement on projects. The Project Cargo documents are completed, as soon as they are issued the board will be advised. The JRC are pushing the LMA to have them released asap.		



Ref	Item	Action	Due Date
7	<p>Industry Liaison Group (ILG) SN had a call with James Miller and agreed to meet with Mel Raven on 23rd June so we can understand how the JRC can support SOMWS and vice versa. We will provide an update at the next board meeting.</p>	SN	14/7/21
8 A B	<p>Secretariat</p> <p>2021 Management accounts HG gave an overview of the management accounts, some of which has been reserved for the IT system.</p> <p>2021 AGM At May's AGM, 52 people voted in advance with 11 attendees. All motions were passed.</p>		
9	<p>Events As things start to open up post-Covid it will be good to look into the options of having a face-to-face forum.</p>		
10	<p>Any other business HG will be registering the new board of directors at Companies House and an email will be sent to all members notifying them of the new board appointments.</p> <p>The question of physical Board meetings was raised and it was confirmed that once Government advice changes and business opens up more, we will revert to a blended</p>	HG	10/6/21



Ref	Item	Action	Due Date
	<p data-bbox="225 315 975 405">mix with those unable to attend physically, logging in.</p> <p data-bbox="225 472 987 819">ES raised the question of Corporate and Affiliate membership and if there was going to be any further discussion around this. SN said that as we start to open up more post-Covid there will be more discussion around this. It will be reviewed in the agenda in the autumn.</p>		
	<p data-bbox="225 887 1031 1025">Date of next meeting: Wednesday 14th July 2021 @ 14:00 BST (13:00 GMT)</p>		