



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

**Attendees:**

**James Vavasour (JV)**  
**Stephen Norman (SN)**  
**Doug Devoy (DD)**  
**Vishal Sharma (VS)**  
**James Miller (JM)**  
**Michael Chan (MC)**

**John Munnings-Tomes (JMT)**  
**James Laybourn (JL)**  
**David Ballands (DB)**  
**David Watson (DW)**  
**Hector Grant (HG)**

<b>Ref</b>	<b>Item</b>	<b>Action</b>	<b>Due Date</b>
1	<b>Apologies for Absence</b> Alison Cooper		
2	<b>Minutes of the meeting held on 10/3/2021</b> Minutes were approved. No comments.		
3	<b>Matters / Actions arising</b> None, not covered below		
4	<b>Membership Committee Report</b>		
a.	<b>SOMWS recommended two new Full members</b> Proposed by DB. Seconded by SN No objections.  <b>There were also three new Associate members.</b> No objections.		
b.	<b>Founding members recognition</b> The board agreed that this would be an appropriate way of recognising the input made by individuals to SOMWS success. DD will draft text which will be reviewed by the Board before being published	DD	14/4/21
c.	<b>Break in membership</b> HG will present a draft recommendation for the Board to consider.	HG	14/4/21
d.	<b>Membership Upgrade</b>		





Ref	Item	Action	Due Date
7	<p><b>Industry Liaison Group (ILG)</b> A meeting is being arranged by JM for w/c 15/3/21</p> <p>a. <b>Chair of ILG</b> To be discussed at meeting above.</p> <p>b. <b>Corporate &amp; Affiliate membership</b> To be discussed at meeting above.</p>		
8	<p><b>Secretariat</b></p> <p>a. <b>2021 Management accounts</b> The first two months show a positive position with renewals and new subscriptions being received regularly.</p> <p>b. <b>2021 AGM Election of new board members</b> HG put forward a proposal to contact SOMWS Full members informing them of 4 Board positions becoming available at the AGM on 26/5/21. This was agreed and HG will put together the process, timeline and forms required to achieve this.</p> <p>c. The SOMWS web site now has a section with some Director bios and photos, those that have not yet forwarded this information to HG are encouraged to do as ASAP</p>	<p>HG</p> <p>All</p>	<p>19/3/21</p> <p>ASAP</p>
9	<p><b>Events</b> No events are being scheduled at this time due to the COVID-19 pandemic.</p>		
10	<p><b>Any other business</b> None</p>		
	<p><b>Date of next meeting:</b> <b>Wednesday 14<sup>th</sup> April 2021 @ 13:00 GMT (2.00pm BST)</b></p> <p><b>2021 AGM date 26<sup>th</sup> May 2021 @ 13:00 GMT (2.00pm BST)</b> <b>Members invitation</b></p>		