

**Coventry and Warwickshire Materials Society**  
**Annual General Meeting – Tuesday 29<sup>th</sup> June 2021**

**Via Zoom conference**

**6.00 p.m.**

Agenda

1. Welcome
2. Apologies
3. Introductions
4. Committee matters deferred to AGM
  - a. Review of open actions from meeting of 20th Oct 2020 and 27th April 2021
  - b. Feedback from 2021 events
    - i. Improved liaison with YPLC contestants
    - ii. Use of Eventbrite
5. Minutes of 2020 AGM – see below
6. Report on the 2020/2021 season
7. Financial report
8. Election of Officers and Committee: Secretary; Treasurer; Student & Early Career Members' Rep; Committee Members
9. Discussion of programme for 2021 / 2022
  - a. Transition to physical events
  - b. Potential for contribution to IOM3 Sustainable Future week (6-10 Sept 2021)
- 10.A.O.B.

**Coventry and Warwickshire Materials Society**  
**Annual General Meeting, June 30<sup>th</sup> 2020**

The meeting was held by video conference.

**Agenda**

1. Welcome
2. Apologies
3. Introductions
4. Minutes of 2019 AGM
5. Report on the 2019/2020 season
6. Financial report
7. Election of Officers and Committee: Chair, Secretary; Treasurer; Younger Members' Rep; Committee Members
8. Discussion of lecture programme for 2020 / 2021
9. A.O.B.

Item		Action																				
1	<b>Welcome</b> Tara S, as outgoing Chair, welcomed all to the meeting.																					
2	<b>Apologies</b> No apologies had been received.																					
3	<b>Introductions</b> All present in the meeting introduced themselves: <div><div>1. Tara Schiller – Chair</div><div>2. Rob Crow – Treasurer</div><div>3. Ben Dempster – Secretary</div><div>4. Sarah Connolly – committee member</div><div>5. Sarah Boad – committee member</div><div>6. Jen Unsworth – committee member</div><div>7. Rod Vanstone – committee member</div><div>8. Digvijay Thakur</div><div>9. Sreedhara Sarma</div><div>10. Mike Beeson</div><div>11. Kate Fox</div><div>12. Bartosz Polonski</div><div>13. Gary Stocker</div></div>																					
4	<b>Minutes of 2019 AGM</b> The minutes were reviewed and accepted without amendment.																					
5	<b>Report on the 2019/2020 season</b> Four events were held up to the end of February: <table><tr><th>Date</th><th>Topic</th><th>Presenter</th><th>Venue</th><th>Number attended</th></tr><tr><td>28<sup>th</sup> Nov</td><td>Moving towards a circular economy for plastics</td><td>Ton Peijs</td><td>Warwick Uni IMC004</td><td>27 (13M)</td></tr><tr><td>10<sup>th</sup> Dec</td><td>Social/quiz</td><td>NA</td><td>St Peters Church hall, Dormer Place Leamington</td><td></td></tr><tr><td>21<sup>st</sup> Jan</td><td>Energy Materials – Unlocking a low</td><td>Stuart Irvine</td><td>Warwick Uni IDL (Auditorium)</td><td>19 (16M)</td></tr></table>	Date	Topic	Presenter	Venue	Number attended	28 <sup>th</sup> Nov	Moving towards a circular economy for plastics	Ton Peijs	Warwick Uni IMC004	27 (13M)	10 <sup>th</sup> Dec	Social/quiz	NA	St Peters Church hall, Dormer Place Leamington		21 <sup>st</sup> Jan	Energy Materials – Unlocking a low	Stuart Irvine	Warwick Uni IDL (Auditorium)	19 (16M)	
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		carbon future				
	13 <sup>th</sup> Feb	Young Persons Lecture competition		Warwick Uni		
	<ul style="list-style-type: none"> <li>• Further events had been cancelled due to the COVID-19 pandemic.</li> <li>• Two competitors had entered the YPLC and Emma Watkins had progressed to the Midlands heat (planned for 22<sup>nd</sup> July).</li> <li>• Sarah B noted that a significant number of students had taken up IOM3 membership during the year following attendance at CWMS events.</li> <li>• Rod and Tara have registered to represent CWMS in the IOM3 Local Society Forum on July 15<sup>th</sup>.</li> <li>• The sad death of Bob Kind, a committee member and longtime leading member of the Midlands Plastic and Rubber Group was noted.</li> </ul>					
6	<b>Financial report</b> Rob C presented the financial report (annex 1). The balance had increased by £488 during the year, largely due to the cancellation of planned events. It was recognised that this surplus will be largely offset by a 50% reduction in the IOM3 grant payable in July, a measure implemented to counter the IOM3 reduced revenue resulting from the pandemic.					
7	<b>Election of Officers and Committee</b> The following elections were made: Chair: Sarah Connolly Secretary: Rod Vanstone Treasurer: Rob Crow Early Career Members' Rep: Bart Polomski Committee Members: Tara Schilling, Ben Dempster, Jen Unsworth, Sreedhara Sarma, Digvijay Thakur, Sarah Boad. All agreed that their email addresses could be used to contact them on CWMS business. <ul style="list-style-type: none"> <li>• It was agreed that additional representation from Coventry University would be desirable. Sarah B will contact Mike FitzPatrick (Pro-Vice-Chancellor, Faculty of Engineering, Environment &amp; Computing) to identify a candidate.</li> <li>• Thanks were made to outgoing Chair Tara, who has reached the limit of tenure defined in our constitution, and outgoing Secretary Ben.</li> </ul>					1. SB
8	<b>Discussion of lecture programme for 2020/21</b> <ul style="list-style-type: none"> <li>• It was agreed that technical events up to the end of 2020 should be planned as video conferences. <ul style="list-style-type: none"> <li>○ Tara explained that our current Zoom account allows meeting of up to 100, a limit which can be expanded at higher cost.</li> <li>○ It was agreed CWMS technical lectures will be open to all IOM3 members. Tara will investigate use of Eventbrite to streamline registration for events. The CWMS gmail account could also be used to compile registrations.</li> <li>○ Events can be publicised via Facebook, Twitter, IOM3 microsite and via Sarah B's emails (which go to all IOM3 members in Coventry and Warwickshire plus others from outside the region who have attended events and provided contact details).</li> </ul> </li> <li>• Two lectures postponed from the 2019/20 season will be rescheduled for autumn together with an online quiz: <ul style="list-style-type: none"> <li>○ Sarah B will contact Sarah Hainsworth to arrange delivery of a lecture</li> </ul> </li> </ul>					2. TS  3. SB

	<p>on the Richard III forensic investigation in October</p> <ul style="list-style-type: none"> <li>○ Tara S will contact Mark Copley to deliver a lecture on batteries for electric vehicles in November.</li> <li>● A committee meeting will be held on September 8<sup>th</sup> to plan the quiz in December and the programme for 2021.</li> </ul>	4. TS
9	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>● <b>Student Prizes.</b> Mike S explained the history and process of the Susan Panteny Award. It is a longstanding award made by the MPRG which was renamed in memory of the Group who died prematurely nearly ten years ago. Initially awards were made to Birmingham and Loughborough Universities and to a college in Burton on Trent. Only Loughborough continues the award process which goes to the undergraduate completing the best polymer related project. The award is judged by the university's academic staff. It was then suggested that similar awards be considered for universities in Coventry and Warwickshire. This will be considered at future committee meetings.</li> <li>● <b>Constitution.</b> Sarah B agreed to email the constitution to all committee members.</li> </ul>	<p>5. C'ttee</p> <p>6. SB</p>

Summary of actions		
#	Action	Resp
1	Contact Mike FitzPatrick to identify committee member from Coventry University	Sarah B
2	Investigate use of Eventbrite to streamline event registration.	Tara S
3	Contact Sarah Hainsworth re October lecture on Richard III	Sarah B
4	Contact Mark Copley re November lecture on batteries for EVs	Tara S
5	Consider expanding student awards	Comm
6	Email constitution to committee	Sarah B
	Next committee meeting: September 8 <sup>th</sup> (Zoom meeting)	

#### Annex 1 2019/20 Financial Report

DATE	DESCRIPTION	IN	OUT	BALANCE
03-Jul-19	JUNE IOM3 REFRESHMENTS		-20.75	10212.23
12-Jul-19	THE INSTITUTE IOM3	825.5		11037.73
20-Sep-19	IOM3 INVOICE NO 1170 (FEES PAID FOR STUDENT MEMBERSHIP)		-208	10829.73
03-Dec-19	NOV LECT REFRESHMENTS		-162.75	10666.98
20-Dec-19	DEC REFRESHMENTS CWMS		-83.35	10583.63
24-Jan-20	THE INSTITUTE - IOM3	776		11359.63
31-Jan-20	JAN LECT REFRESHMENTS		-85.51	11274.12
08-Feb-20	S.IRVIN TRAVEL EXPENSES (JAN LECTURE)		-58.75	11075.37
08-Feb-20	ST. PETER HALL HIRE XMAS QUIZ		-140	11134.12
22-Feb-20	MISS EMMA ATKINS YPLC WINNER 2020		-100	10900.08
22-Feb-20	OSCAR STEPHENSON YPLC RUNNER UP		-50	11000.08
22-Feb-20	YPLC REFRESHMENTS		-25.29	11050.08
29-Apr-20	SAMUEL GRISA - SUSAN PANTNEY AWARD		-200	10700.08

IN	OUT	BALANCE
1601.5	-1134.4	10700.08