
VACUUM INSULATION PANEL



GLOBAL ASSOCIATION

VIPA International Board Meeting

18 September 2019

09:00 to 16:00

1. Welcome

1.1 VIPA Antitrust Compliance Statement



VIPA International antitrust compliance statement (distributed with meeting docs)

Procedure

- At all times refrain from discussing any company' sensitive information – see VIPA International antitrust compliance statement

You must:

- Judge in the first place
- Behave accordingly
- Avoid discussion of topics, such as those identified in the guidelines, which could create even an appearance of wrongdoing

In case still some issue are raised:

- Secretariat intervene if any questions or doubts
- If necessary, legal counsel can be asked to provide advice

1.2 Approval of the agenda

1. Welcome

- 1.1 VIPA antitrust compliance statement
- 1.2 Approval of the agenda
- 1.3 Approval of the minutes of the meeting of 28 May 2019
- 1.4 Review of the action items of the previous meeting

2. Internal matters & finances

- 2.1 Vice-President seat vacant
- 2.2 Finances
- 2.3 Membership fees of academia members
- 2.4 Penalties late payment of fee invoice

1.2 Approval of the agenda

3. 2019 activities

3.1 2020 Conference in Dusseldorf: topics and speakers

3.2 IVIS 2021: co-hosting proposal from Brunel London University

3.3 Technical Working Group Activities

3.3.1 Joint letter VIPA and ADVAPOR about final report Annex 65 project

3.3.2 Amending GSH agreement with VIPA: rules for members that resign

3.3.3 Chinese Ceramic Society proposal for Sino-European co-operation

3.4 Membership outreach

3.5 Communications Strategy 2019

4. Any other business

4.1 Next meetings:

- Conference call end November-early December

1.3 Approval of the minutes of the last meeting

Minutes Board conference call 28 May 2019 (received as an annex)

1.4 Review of the action items of the previous conf call 28 May

- VIPA office to send reminders to all members and to include the board member in the email communication so he is aware of it. **COMPLETED**
- Raquel to include the topic of membership fees in the agenda of the board meeting in Kyoto. **COMPLETED**
- Raquel to talk with the organisers of both events (TCL and Air Cargo Europe) to understand the programme, schedule and opportunities for co-operation. **COMPLETED**
- Raquel to get in touch with Professor Phalguni and to offer to facilitate exchange between the CEN group and the ISO group. **COMPLETED**
- Raquel to share the European Commission report on ecodesign requirements for household refrigeration appliances with all members. **COMPLETED**
- Office to send questionnaire to building-related associations. **PENDING**

2. Internal matters & finances

2.1 Vice-President seat vacant

Sebastian Baars stepping down as Vice-President - volunteer needed for Vice-President seat!

Responsibilities:

- Take part in Executive Committee
- Replace President when he is not available in external representation activities and also during Board and General Assembly meetings
- Contribute to the accomplishment of the Association's strategic goals
- Serve as the main point of contact to the VIPA Intl office, guide and supervise the work of Kellen
- Promote the active participation of all members in the Association
- Encourage the Association membership to prospect members
- Be a supportive leader for all organisation members

2.2 Finances

VIPA International Budget 2019		Q1	Q2	Q3	Q4	Total	%	Year-end estimation
ITEM	Costs (€)							
Income								
Membership fees full members (12): 10,000 EUR	120.000	10.000	90.000	20.000		120.000	100%	120.000
Membership fees associate members (1): 5,000 EUR	5.000	0	0	5.000		5.000	100%	5.000
Membership fees academia (6): 500 EUR	3.000	0	1.500	1.500		3.000	100%	3.000
Membership fees association members (0): 500 EUR	-	0	0	0		0		
TOTAL INCOME	128.000	10.000	91.500	26.500		128.000	100%	128.000
Expenditure								
Kellen fees	78.395	19.598,75	19.598,75	19.598,75		58.796	75%	78.395
GSH agreement annual fee	18.516	0		16.268,50		16.269	88%	16.269
Communications (website support, design, video, etc)	12.000	102	3.433,00	302,00		3.837	32%	12.000
Website annual hosting fee (Alias)	400	400				400	100%	400
IVIS 2019 Sponsorship	6.250	0		5.479,00		5.479	88%	5.479
Avery Dennison Hanita Study (10% of total amount 12,500€)	1.250	0		1.250,00		1.250	100%	1.250
Out of pocket costs (meetings/conf calls & travel expenses)	8.000	1.343,19	1.514,62	1.868,04		4.726	59%	8.000
Bank fees	200		162,00	95,88		258	129%	200
Participation at CEN	525	0	525,00			525	100%	525
Legal advice	2.464	0				0	0%	-
Conference in Düsseldorf Jan 2020	0	0	0	0		0	0%	-
TOTAL EXPENDITURE	128.000	21.444	25.233	44.862		91.539	72%	122.518
RESULT								
	-	- 11.444	66.267	- 18.362		36.461		5.482
Reserve (funds not used in previous years)	16.895	16.895	16.895	16.895	16.895	16.895		16.895
Expected end result	16.895	5.451	83.162	- 1.467		53.356		22.377

2.2 Finances

2019 Budget

- Income: all fees paid
- Expenses: going according to plan:
 - GSH invoice is lower than budgeted
 - IVIS sponsorship was also lower than initially thought
- Result: expected income of approx. 5,000€

2020 Budget

- Income: same level of membership fees as 2019 – no new members expected for the moment and no resignations either
- Expenses: Estimate based on same costs of 2019 (communications, out of pocket expenses, Kellen) + estimate Düsseldorf event. IVIS2021 not included
- Result: negative

What are our plans for 2020 and how we want to finance them?

2.3 Membership fees Academia

Proposal to increase annual fees of Academia members:

- Current fees 500€
- Cost per member attending the Vienna conference, GA, social event and dinner: 503€
 - No costs with Academia members when there are no events organised
 - Not all Academia members attend the events organised by VIPA: in Vienna FIW, ISE and Brno were present
 - We have used FIW offices for free in the past

2.4 Penalties late payment fee invoice

Late payment of fees results in cash issue and additional time of office for follow-up

Procedure included in Bylaws (article 3 and 4):

- Membership fee invoices are to be paid within 30 days
- Past this period, the office sends reminders and the membership rights are restricted until payment is received: logo removed from website and login to reserved area deactivated
- If fees are not paid within 3 months, the board can decide on the exclusion of the company

Optional: include penalty for late payment (% of membership fee)

No major issues this year, but if we organise conference in Düsseldorf early 2020 we will have more expenses at the beginning of the year

3. 2019 Activities

3.1 VIPA Conference spring 2020: location and topics



Conference in Düsseldorf, 30 January 2020

<https://bit.ly/2m4Q8tt>

Vacuum Insulation Panels revolutionising
Temperature Controlled Logistics

Who do we want to attract?

What is our message?



Topics for sessions:

- Legal conditions and requirements around TCL
- Challenges the sector is facing (single use vs multiple use; thermal performance, economic performance) and how VIP can be a solution
- Case studies and developments conducted with VIPs
- Trends in the TCL

3.1 VIPA Conference spring 2020: location and topics

Speakers to be contacted:

Companies:

- Shipping companies
- Refrigerated transportation
- Aircraft containers

Think tanks/research Institutes and trade associations

- EIPL – European Institute for Pharma Logistics
- European Logistics Platform
- CLECAT (European Association for Forwarding, Transport, Logistics and Customs Services)
- Green Freight Europe

3.2 IVIS 2021: co-hosting proposal

Proposal sent by Brunel London University, Prof Harjit:

- **Date and location:**
 - **Mid-August** at the conference center of the **Brunel University in London** (close to Heathrow airport). Facilities include catering team, hotel on campus which can take about 75 guests. Student accommodation can also be made available at reduced rate. Brunel has organized events for up to 1500 guests
- **Programme:**
 - Two-days technical conference with papers from academic and industry researchers
 - Third day kept for an industrial tour to local VIP industry within the UK (Kingspan or other contact to be provided by VIPA)

3.2 IVIS 2021: co-hosting proposal

- **Logistics and admin:**
 - Dedicated secretariat at Brunel with one admin member of staff to promptly answer all pre-conference queries. Team of 9 PhD students and Research assistants to support during process
- **VIPA and Brunel relationship**
 - Co-operation agreement to be signed between both parties detailing sharing of responsibilities and costs for the event

3.3 Technical WG Activities

Technical Studies:

- Avery Dennison Hanita Study Proposal: effect of moisture content on the thermal conductivity of different types of fumed silica VIPs + behavior of different types of fiberglass desiccants:
 - Contract signed
 - Duration: July 2019 to June 2020
 - Cost: 12,500€
 - 10% at start: 1,250€
 - 80% upon completion of the final report
 - 10% upon completion of the final report evaluation

3.3 Technical WG Activities

Standardisation:

- **CEN standard**
 - HAS consultant assessment – publication further delayed
- **ISO standard**
 - Meeting in Seoul 23 September to review draft text
- **Chinese standard**
 - Summary sent by Nanjing Fiberglass Institute and published in Newsletter

3.3 Technical WG Activities

3.3.1 Joint letter VIPA ADVAPOR (aerogels association) on Annex 65 Final Report

- Annex 65 Project finalised in September 2017
- CSTB has not yet published the final report
- Joint letter with ADVAPOR demanding publication of final report – see draft prepared by FIW

3.3 Technical WG Activities

3.3.2 Amending GSH agreement with VIPA International

- Co-operation agreement VIPA Intl and GSH on the RAL VIP Label signed in Oct 2016
- Free membership to VIPA Intl members that wish to be part of the GSH. Creek Kerui is no longer a member but did not cancel GSH membership. GSH wanted to charge us for Creek's membership (2500€) in 2019
- Relationship with VIPA Intl Member and GSH is not governed by the co-operation agreement – apart for the financing part which is paid by VIPA Intl
- GSH's proposal to avoid such situations in future

3.3 Technical WG Activities

3.3.3 Chinese Ceramic Society proposal for Sino-European co-operation

- Sent by Nanjing Fiberglass Institute
- See full proposal in Annexes

3.4 Membership outreach

Contacts with prospect members

Companies present at IVIS:

- Unicorn Insulations Limited, Thorsten Eyhorn
- Siltherm: contacts with Tadej. Never responded to VIPA's emails
- Asahi Fiberglass
- Dai Nippon Printing
- Green Insulator
- Nantong Ecotherm Insulations
- Energy Group
- Toshiba
- Henan Minmetals East Industrial

3.4 Membership outreach

Contacts with prospect members:

Companies attending IVIS who already confirmed they won't join VIPA Intl:

- OCI
- Kuraray
- Thermal Visions

Companies attending IVIS that have outstanding invoices:

- Qingdao Creek 6,500€
- NUAA 500€

3.4 Membership outreach

Companies not attending IVIS:

- Kevothermal/Sealed Air, Mark Connell – call on 25 September
- Wacker – new person asked information about membership (Maria-Anna Biebl)
- Chongqing Zaisheng Technology, Shelly Zhou – not interested in joining
- Hutchinson, Nadine Poupa-Parsigneau: not interested in joining
- Isoleika, Jaime Ortiz – management does not approve membership

4. Any Other Business

4.1 Next meetings

2019 meetings:

Conference call:

- November-December: date to be confirmed

2020 meetings:

- 29 January 2020: Düsseldorf

Location and date 2020 General Assembly?

VACUUM INSULATION PANEL



GLOBAL ASSOCIATION

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