

**Vacuum Insulation Panel Association
2020 Virtual General Assembly
Thursday, 17 September 2020, 15:30 to 17:30 CET**

Participants:

Gregor Erbenich, Porextherm, VIPA International President
John Balaz, Panasonic, VIPA International Vice-President
Gary Chalkley, Camvac, VIPA International Treasurer

Regular Members:

Avivi Sotto, Avery Dennison Hanita
Sebastian Gralla, va-Q-tec
Flávia Almeida, va-Q-tec
Tom Heckard, CSafe
Michel Chauvois, Rexor
Vladimir Pogač, Turvac
Tony Scott, Kingspan Insulation
Tadej Sekavcnik, Turvac

Associate Members:

Jens Eg Rahbek, Rockwool

Academia Members:

Harjit Singh, Brunel University London
Andre Omer Desjarlais, Oak Ridge National Laboratory

Staff:

Raquel Ponte Costa, VIPA International Executive Director
Stefan Gielis, Certification Manager
Huw Longton, Communications Manager

Minutes

1. Welcome and introductions

Raquel Ponte Costa welcomed all members to the virtual General Assembly of VIPA International. She highlighted the unprecedented circumstances resulting from the spread of the coronavirus. 9 regular members were present in the meeting together with 2 academia members and 1 associate member.

1.1 Antitrust compliance statement

Raquel Ponte Costa reminded members of the antitrust compliance statement of the association and the competition law principles that need to be respected during the meeting.

1.2 Approval of the agenda

All members present in the meeting approved the agenda circulated by the office.

1.3 Approval of the minutes of the 2019 General Assembly in Kyoto, Japan

The minutes of the 2019 General Assembly in Kyoto, Japan, were approved by all participants. There were no actions arising from these minutes.

2. VIPA International Annual Report of Activities (September 2019-August 2020)

2.1 Overview of what was accomplished in the previous year

Raquel Ponte Costa presented the Annual Report of Activities of VIPA International sent with the meeting documents. The report will be published on VIPA Intl's website and will be used in membership outreach activities. Members were invited to share the report internally within their company and also with their network of contacts.

Raquel went through the slides (see meeting slides for more details) and reported to the members the latest activities. On the technical side, Avivi Sotto talked about the ongoing study on thermal conductivity of fumed silica grades which will be completed before the end of the year. Members sent a lot of samples which lead to a delay of the agreed timeline but on the other hand, the study will cover a high amount of samples. Huw Longton presented the communication activities on the LinkedIn page, the website as well as what is still coming the rest of the year. Raquel clarified why the Board cancelled the plans of the conference Task Force for an event about VIPs in packaging to be held alongside the temperature controlled logistics event late January 2020.

2.2 Outlook for 2019 and beyond

Raquel listed some deliverables planned the next weeks like a video about VIPs in buildings and the Avery Dennison Hanita study. About events, Raquel announced VIPA Intl will be the platinum sponsor of IVIS 2021 which will take place in the UK. As part of the sponsorship, VIPA Intl will be responsible for a 1h30 session at the end of the first day. Professor Harjit was in attendance and provided an overview about IVIS 2021, including the call for abstracts which is now open. Raquel also mentioned the Board is looking at setting-up its own quality certification scheme for VIPs. Some VIPA company members use the RAL VIP quality label but feel this label is not very well known outside Germany. The Board is looking at different options: creating a VIPA Intl quality label; extending the RAL VIP quality label internationally; applying for keymark label for VIPs.

3. Membership report

3.1 Welcome to new members: Kevothermal

Raquel reported one new regular member (Kevothermal) joined VIPA International during the course of the past year. At present, the association has 13 regular members, 1 associate member and 6 academia members.

3.2 Membership resignation Knauf Insulation

Raquel reported the regular member Knauf Insulation sent a resignation from membership effective 1 January 2021.

Resolution 1: to approve the membership resignation of Knauf Insulation.

Vote on resolution 1: All members present in the meeting approved Resolution 1. There were no abstentions and no objections.

4. Report from the Treasurer

4.1 Approval annual accounts 2019

On behalf of the Treasurer of the association, Raquel Ponte Costa presented the annual account of 2019. In 2019, VIPA International finished the year with a profit of 6,152 euros. This profit is added to the reserve which at the beginning of 2020 was up to 23,047 euros. This profit is explained by the communications budget which were not all used.

Resolution 2: to approve the 2019 annual accounts.

Vote on resolution 2: All members present in the meeting approved Resolution 2. There were no abstentions and no objections.

4.2 Approval 2020 budget and 2020 membership fees

Raquel Ponte Costa presented the budget for 2020, which was approved by the Board of Directors early 2020 but it was reviewed during the year in light of the covid-19 situation. On the income side, VIPA Intl has 13 regular members, 1 associate member and 6 academia members. Kellen, GSH, communications and the last installment of the Avery Dennison Hanita study are the biggest expense items. On the GSH fee, 5 members cancelled their membership to the GSH and only two members decided to continue with their membership which reduced considerable the fees of the GSH for 2020. Raquel explained the GSH fees will be even further reduced the coming years because the Board discussed the co-operation agreement and negotiated new terms with the GSH.

In terms of membership fees, the Board proposes the following fees:

- Regular members: 10,000 euros
- Associate members: 5,000 euros
- Academia members: 750 euros
- Association members: 500 euros

Resolution 3: to approve the 2020 budget and membership fees.

Vote on resolution 3: All members present in the meeting approved Resolution 3. There were no abstentions and no objections.

4.3 Status 2019 finances

Raquel explained that on 31 August 2020, 2 regular members have not yet paid the 2020 membership fees. The expenses are being used according to plan but due to the covid-19 situation some savings can be expected at the end of the year, because all face-to-face meetings were replaced by virtual meetings.

5. Elections

5.1 Discharge of the Board of Directors whose mandate is coming to an end

The second mandate of some members of the Board of Director started in 2018 and it is now ending:

- Sebastian Gralla, va-Q-tec
- Vladimir Pogač, Turvac
- Yoash Carmi, Avery Dennison Hanita
- Michel Chauvois, Rexor
- Tony Scott, Kingspan
- Sebastian Baars, Vaku Isotherm
- Tom Heckard, C-Safe

Raquel Ponte Costa asked participants to discharge these members from their role and responsibilities as Board members.

Resolution 5: To relieve the members of the Board of Directors whose second mandate started in 2018 from their responsibilities.

Vote on Resolution 5: All members present in the meeting approved Resolution 5. There were no abstentions and no objections.

5.2 Election of the new VIPA International Board Directors

The following candidates volunteered for a third term as Board members:

- Sebastian Gralla, va-Q-tec
- Vladimir Pogač, Turvac
- Aviv Sotto, Avery Dennison Hanita
- Michel Chauvois, Rexor
- Tony Scott, Kingspan
- Sebastian Baars, Vaku Isotherm
- Tom Heckard, C-Safe

Aviv Sotto explained Yoash Carmi is retired so he will take his place in the Board. He still continues working for Avery Dennison Hanita but as a consultant.

Resolution 6: To appoint the members of the Board of Directors whose mandate started in 2014 for a fourth mandate.

Vote on Resolution 6: All members present in the meeting approved Resolution 6. There were no abstentions and no objections.

Members presented in the meeting elected Sebastian Baars, Vaku Isotherm, as the new President of the Association. Gregor Erbenich said some words about his term and wished good luck to the new President.

Resolution 7: To appoint Sebastian Baars, Vaku Isotherm to the position of President

Vote on Resolution 7: All members present in the meeting approved Resolution 7. There were no abstentions and no objections.

6. VIPA International 2019 General Assembly

6.1 Date and place of the next General Assembly

Raquel explained that the next General Assembly will take place before the start of IVIS at the Brunel University in the UK. Exact date, timing and location will be announced via email closer to the date.

No other business was discussed.

The meeting finished at 17:00 CET.
