

**Vacuum Insulation Panel Association
Executive Committee Conference Call
Monday, 29 April 2019, 10:00 to 11:00 CET**

Participants:

Gregor Erbenich, Porextherm, President
Sebastian Baars, Vaku Isotherm, Vice-President
Gary Chalkley, Camvac, Treasurer
Raquel Ponte Costa, VIPA International Office

MINUTES

1. Welcome

1.1 Governance rules

Raquel Ponte Costa welcomed participants to the call and reminded them of the competition law principles that need to be respected during the call.

1.2 Approval of the agenda

The agenda was approved with no changes.

1.3 Approval of the minutes last call 23 January 2019 and review of actions

The minutes were approved with no changes. There were no actions outstanding.

2. Preparations for next Board meeting:

Raquel announced that Gabriella Kemendi is leaving Kellen at the end of May to pursue other career opportunities. Raquel informed Kellen will start the recruitment process to hire a new person. Raquel will take over Gabriella's responsibilities until the new person arrives. Members highlighted the good work of Gabriella and commitment to VIPA.

2.1 Finances

Raquel went through the finances. About the 2018 accounts, Creek (Thomas Zhang) emailed last week that Creek was going to pay the outstanding invoice (6,500€: 10,000€ of 2018 fees – 3500€ for the final installment of the study). Raquel explained she will inform members as soon as payment is received. This payment would impact very positively on the 2018 accounts.

About 2019, members have not yet paid the 2019 fees. Gary and Sebastian mentioned the payment was already approved so it should have been received. Raquel promised to double-check with the accountants. We had some issues in the past with receiving payment as companies tend to use the German account number without making reference to the US bank account number. For this reason the payment is stuck at the German bank and doesn't arrive at the VIPA bank account. One solution for this would be to change the bank account to US dollars and the VIPA accounting to US dollars instead of euros. This way members would directly wire the funds to the US bank account in US\$. Raquel suggested waiting to see how things go this year. If the same problems continue we can consider changing the bank account to US dollars instead of having it in euros like at the moment.

In terms of expenditure, Raquel reported that so far we haven't received that many invoices. We agreed with the IVIS organisers to pay 5,000€ for the platinum sponsorship package (instead of 7,000€) but the contract is not yet signed and there is no sign of an invoice either. Members mentioned they also had difficulties themselves in dealing with the IVIS organisers about registration and sponsorship. Raquel mentioned that finally the IVIS organisers were able to give us free meeting rooms for our meetings at the same venue of IVIS. This means we won't have to pay for meeting rooms in Japan which will bring some savings as well.

2.2 Hanita Avery Dennison Technical Study

Members discussed the study and the samples and decided it would be more appropriate if Hanita Avery Dennison purchases the samples directly instead of VIPA members sending the samples of Hanita. If members send the samples, then these members will have a competitive advantage as they will know which suppliers are being tested.

Decision:

Hanita Avery Dennison to purchase the samples for the study themselves.

Still related to Technical WG items, Raquel explained the WG is working on a technical bulletin about calculation of R-value taking into account the edge effect. This is a result of one company having reported it saw some questionable claims on R-value performances that clearly did not take into account the edge effect. Members mentioned that in Germany the DIBt approval process requires the edge effect so this certainly doesn't come from a German company. Once the standard is published in Europe such issues will be solved. The technical bulletin is still being reviewed by the Technical WG and will be sent to the Board afterwards.

2.3 Membership outreach

Members asked for news on the Microtherm situation. Raquel explained Tom Maartens visited the VIPA offices in February where he confirmed they would stay members in 2019. A couple of weeks ago, a colleague of Tom from another department mentioned the membership would be evaluated this year. Raquel asked Tom for more details about the criteria of the evaluation, but he has not yet replied. There is a risk they will cancel the membership in the course of this year.

Raquel reported on latest membership contacts. There are not that many encouraging news. She called on members to take more active role so we can get new companies to join VIPA. Gary reported he talked with Steve Wallace from Kevothermal. He will attend IVIS and is willing to discuss membership in Japan but gave no indication on whether or not they actually plan to join.

Members discussed that there is a lot of potential in Asia but it is difficult to convince the companies to join and to continue members.

2.4 Standardisation: next steps of ISO group

Due to lack of time this item was not discussed.

2.5 Communications

Due to lack of time this item was not discussed.

2.6 Statistics

Raquel explained that at the last board meeting it was agreed to ask associations of appliances for data on appliances manufactured and the technologies used. Raquel contacted APPLiA but they don't seem that open about providing the data.

About the building sector, Raquel prepared some questions to be sent to associations of architects and building professionals. Members agreed with the questions but suggested sending these via email for review. Raquel said she would contact the building related associations and ask them to share the questionnaire with their membership. She highlighted though that she finds unlikely they would cooperate on this.

3. AoB

Raquel reminded members of the schedule of meetings during IVIS. Members asked the office to book a place for dinner with the members on 18 September after the GMoM.

Action:

VIPA office to book a restaurant in Kyoto for dinner with members after the General Assembly.

No other item was discussed. The call finished at 11:15 CET.
