

**Vacuum Insulation Panel Association
Executive Committee Conference Call
27 April 2015, 14:00 to 15:00 CET**

Participants:

Roland Caps, va-Q-Tec
Vladimir Pogač, Turna
Oved Shapira, Hanita Coatings
Raquel Ponte Costa, VIPA International Secretariat
Francesco Gattiglio, VIPA International Secretariat

Agenda

1. Welcome

1.1 Governance rules

Raquel Ponte Costa welcomed all participants and mentioned the antitrust compliance statement of VIPA.

1.2 Approval of the agenda

Raquel Ponte Costa proposed to delete agenda item 2.5 as the provisional period ends in August 2016 and not 2015. Raquel apologized for the confusion and mentioned this needs to be discussed only in 2016. Members approved the agenda with this modification.

1.3 Approval minutes previous conference call 3 February and review of action items

The minutes were approved. Raquel reviewed the actions and reported these were all completed and would be mentioned during the meeting as well.

2. Preparations for 7 May meeting

Raquel Ponte Costa highlighted the purpose of today call is to prepare the Board meeting of 7 May in Brussels. 8 members have confirmed participation in the meeting. Due to the elections in the UK, Kingspan cannot send any representatives to the meeting.

Raquel mentioned a dinner will be organized on Wednesday evening 6 May. Vladimir Pogač mentioned he is flying on Thursday morning only so we cannot attend the dinner on Wednesday.

2.1 Membership update

Francesco Gattiglio reported that two membership applications will be up for approval during the Board meeting. He contacted again all companies and academia included in our list of prospects. Francesco highlighted that academia is very interested in joining VIPA so we need to find a balance and to avoid having more associate members than companies. Members agreed with this

2.2 Finances: income and expenses

Raquel presented the latest updated. A total of 7 companies have already paid the membership fee invoice. Some expenses have been paid already (website hosting fee for instance). Kellen Europe will prepare its invoices in the coming weeks which will be sent to the treasurer for approval.

Vladimir Pogač mentioned that since there is enough cash in the bank account, perhaps for 2016 we can allow companies to pay the fee invoice in 2 installements. Members agreed that this could be a good possibility.

2.3 IVIS 2015: who will represent VIPA at the exhibition; VIPA meetings in Nanjing

With regards to participation at IVIS, Raquel asked members to approve the expenses of both Francesco and Raquel so they can attend the VIPA meetings and IVIS. Raquel prepared cost estimation and for hotel and accommodation for both her and Francesco it should not be more than 3,000 EUR. Members approved these expenses as IVIS is an important event for VIPA and appropriate representation is necessary.

Decision:

The Executive Committee members approved the expenses of both Raquel and Francesco to attend IVIS in Nanjing in September. The estimation of hotel and flight costs is of 3,000 EUR.

Raquel asked members if they feel it is necessary to organise a meeting just with associate members in Nanjing. Roland mentioned that since we only have 3 members perhaps that is not too important. Raquel reported the Communications & PR WG is working on promotional material to be used in stand during IVIS. This WG also went through the cost estimation of hosting IVIS in 2017. The WG believes that VIPA should go ahead with it but raised some concerns about the costs and the possible financial liabilities for VIPA.

2.4 Participation at EU consortiums and projects:

- PEFCR on thermal insulation
- tISEP: towards Improved Standards for increased Energy Performances of retrofitted existing buildings.
- Resource Efficient Buildings Study (indicators for environmental performance of buildings)

Raquel explained that VIPA has received some invitations to take part in EU related projects (see meeting presentation for all details). Members acknowledged the information. A decision shall be taken during the Board meeting on 7 May.

2.5 End of provisional period by Dec 2015 included in the Bylaws: continue with same rules or review bylaws (membership fees, voting rights, board composition, mandates, etc)

This item was deleted from agenda as the provisional period ends in August 2016 and not 2015.

3. AoB

No other item was discussed. The call finished at 15:00.
