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Vacuum Insulation Panel Association Board Conference Call
Wednesday, 4 July 2018, 14:00 to 15:00 CET

Participants:
Gregor Erbenich, Porextherm, VIPA International President
Yoash Carmi, VIPA International Vice-President, Avery Dennison Hanita
Roland Caps, va-Q-tec
Gary Chalkley, Camvac
Uroš Cotelj, Knauf Insulation
Michel Chauvois, Rexor
Pascal Rousset, Rexor
Gabriella Kemendi, VIPA International Policy Officer
Raquel Ponte Costa, VIPA International Executive Director
Bénédicte Lambert, VIPA Managing Assistant

Apologies:
Vladimir Pogač, Turvac, VIPA International Treasurer
Richard Burnley, Kingspan
Geert Houvenaghel, Microtherm
Miaotian Sun, Qingdao Kerui New Environmental Materials Group
Tony Scott, Kingspan
Christoph Tontrup, Evonik Industries
Se-Won Yook, AIMT Corporation
Thomas Heckard, C-Safe
Sebastian Baars, Vaku Isotherm
YanQing Zhou, Hongda Suzhou V.I.P. New Material

Minutes

1. Welcome

1.1 VIPA antitrust compliance statement

The meeting was opened and the antitrust rules were reminded.

1.2 Approval of the agenda

One item was added by Raquel Ponte Costa under AOB: membership application by BRNO University of Technology. The agenda was approved.

1.3 Approval of the minutes of the last conference call of 25 April 2018

The minutes were approved.

1.4 Review of the action items of the previous meeting

The following actions were not complete and will remain in the action list:

Actions:
- All members to make publicity of the event and to invite people to attend the conference: ongoing effort.
- VIPA secretariat to arrange the details of the Build Up webinar: to be completed during the summer. Contact has already been taken up with CSTB to enquire about the publication of the report on the Annex 65.
- Decision on the simultaneous interpretation to be taken closer to the date of the conference and depending on the number of people attending.

The following actions have already been completed:

- VIPA secretariat published a press release on the EED on 21 June, following the final agreement reached by legislators in the trilogues on 19 June.
- Raquel Ponte Costa asked the legal counsel to check the questions to be asked to suppliers and producers for the VIP market report.
- Raquel Ponte Costa confirmed to the BPIE that VIPA will pay the 950 EUR (plus expenses) to the speaker, Martin de Groote.
- Raquel Ponte Costa invited the Passive House Institute to speak at the VIPA conference. Günter Lang is available but asked for a 1000 EUR fee. Given that, the event Task Force members decided that his participation was not necessary because BPIE is already doing a presentation about policy.
- Secretariat gathered data on the geographical origin of users of VIPA website and shared an overview document with the board prior to the call. The results were briefly discussed, focusing on website users from China. Members expected the number of users from China to be higher. Members asked the Secretariat to share with the members a detailed report on website statistics including geographical origin of visitors so this is discussed in detail at the next board meeting in Vienna. The Asian WG should also reflect on how to make the website more attractive for Asian visitors. In addition, members suggested that all press releases from now on should be translated into Chinese, including the press release from 21 June on the EED. Miaotian Sun should be asked to assist on this.

Actions:
- Secretariat to share with members a detailed report on website statistics including geographical origin of visitors.
- Secretariat to add geographical users of website item to the agenda of the board meeting in Vienna.
- Secretariat to ask Asian WG to reflect on how to make the website more attractive for Chinese users.
- Secretariat to ask Miaotian Sun to assist with the translation into Mandarin of the press release from 21 June on the EED.

2. 2018 activities

2.1 Internal matters

- Staff: The board was informed of the fact that Francesco Gattiglio is replaced by Gabriella Kemendi in the role of VIPA Policy Officer.
- GDPR: Raquel reported on the actions the secretariat undertook to comply with the General Data Protection Regulation (GDPR) which entered into force on 25 May. Prior to this date, the Secretariat asked European external contacts (non-members) whether they would like to continue being part of the distribution list of VIPA (opt-in). As a result of this exercise, the distribution list of European external contacts shrank from 345 to 62 contacts, which will have an impact on the external communication activities, like for instance the Vienna conference. Contacts outside Europe are not impacted as they are not bound by this piece of legislation. The board was also informed that Alias (IT service provider) updated the VIPA website to make it GDPR compliant for a fee of 610 EUR.
- Budget:
  - Incomes: Payment is missing from some members.
  - Expenses: Situation for expenses as forecasted.

2.2 VIP market report: decision on geographic scope

Raquel gave an update on the status of this project. Two requirements need to be met for each product/region: from a legal point of view, a minimum of three material contributors are necessary and USP also required the study to cover up to 75-80% of the market.

The secretariat contacted a number of companies in all regions (see report in the meeting presentation). Raquel explained that on the basis of the responses received regarding willingness to participate in the study, the report will need to be limited to Europe. Against this background, USP was asked for a second quote based on a scope limited to Europe and their offer is 17,520 EUR. In general, members present in the call were disappointed by the limited scope of the study and questioned the added value of a report covering only Europe. The board was reminded that an amount of 3,000 EUR has already been paid to USP which is not recoverable. Raquel said she would double-check if VIPA is required to pay something additional in case it is decided not to go ahead with the study.

The majority of the members present in the call prefer not going ahead with the project if it only covers Europe. Only Uroš Cotelj believed the study could still bring some benefit. It was decided that the Secretariat would check with the missing board members if they want to proceed with the study. The decision should be postponed until the next board meeting in Vienna where more members will be present. USP should be informed that the study remains on hold for the moment or until the VIPA meetings at the end of September. In the meanwhile, reference to USP should be removed from the Vienna conference's programme and website.

Raquel asked if the office should continue contacting companies asking them to participate at the study but members felt that these companies are unlikely to change opinion from here to September and that such effort is therefore not necessary. Raquel added that Panasonic for instance is very interested in participating at the study but prefers to discuss this face-to-face in Vienna. They already registered to attend our event. Raquel highlighted though that the issue with Japan and Korea (where Panasonic and OCI are ready to contribute) is that we don't know other major players in the market and it is therefore difficult to reach the three material contributors requirement. Raquel concluded by saying that during the Vienna conference we can re-discuss this study face-to-face with the companies that don't want to participate and perhaps they will change their mind then.

Decision:
Members present in the call decided to leave the USP study on hold until the next face-to-face meeting in September.

Actions:
- Raquel to check with missing members of the board their stance on whether to continue with the project if it covers only Europe.
- Raquel to inform USP that the study is in stand-by for the moment until members take a decision.
- Secretariat to remove the reference to USP from the conference agenda programme and website.
- Raquel to double-check if VIPA is required to pay something additional to USP in case it is decided not to go ahead with the study.

2.3 Update on the promotional video

The creation of a promotional video for VIPA had been discussed within the board in previous meetings and the board had agreed on contracting the company Painting Pixels at a cost of 4,900 EUR. However, the creation of such video had been put on hold as discussions were ongoing regarding the funds allocated to pay for the VIP market report.

The video should promote VIPs and VIPA, touch upon the benefits and applications of VIPs and invite stakeholders to join the association. The video should be ready early September so it can be used to promote the conference in Vienna.

Gabriella mentioned she will contact Painting Pixels and prepare a draft script in co-operation with the PA&PR WG. The final draft of the video will be shared with the board for final approval.

Decision:
Members present in the call approved the creation of the video.

Actions:
- Secretariat to contact Painting Pixels to inform them about the decision and to agree on next steps.
- Secretariat to share a draft script with the PA&PR WG for review.

2.4 Update on Vienna conference: speakers and registrations

The name of the speaker from the Vienna City Council is still to be confirmed, as well as the architect's name. The budget turns out to be slightly higher than initially forecasted (without taking into account the potential interpretation services). During summer the conference will continue to be promoted by the Secretariat. Raquel invited members to also promote the event.

3. Any other Business

The board was informed on the application for academia membership by the BRNO University of Technology.

Decision:
Members approved the application of the BRNO University for academia member.

No other item was discussed.

The call was adjourned at 15:15.

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