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VACUUM INSULATION PANEL



GLOBAL ASSOCIATION

Vacuum Insulation Panel Association Board Conference Call Friday, 8 December 2017, 10:00 to 12:00 CET

Participants:

Gregor Erbenich, Porextherm, VIPA International President
Yoash Carmi, VIPA International Vice-President, Avery Dennison Hanita
Michel Chauvois, Rexor
Uroš Cotelj, Knauf Insulation
YanQing Zhou, Hongda Suzhou V.I.P. New Material
Raquel Ponte Costa, VIPA International Executive Director
Francesco Gattiglio, VIPA International Policy Officer

Apologies:

Miaotian Sun, Qingdao Kerui New Environmental Materials Group
Vladimir Pogač, Turvac, VIPA International Treasurer
Geert Houvenaghel, Microtherm
Reiner Wartusch, Evonik Industries
Richard Burnley, Kingspan
Tony Scott, Kingspan
Roland Caps, va-Q-tec
Pascal Rousset, Rexor
Se-Won Yook, AIMT Corporation
Thomas Heckard, C-Safe

Agenda

1. Welcome

1.1 VIPA antitrust compliance statement

Raquel Ponte Costa opened the meeting and welcomed all participants. The participants were reminded of the anti-trust rules that have to be respected.

1.2 Approval of the agenda

The agenda was approved by all participants, without any additions.

1.3 Approval of the minutes of the conference call of 17 November 2017

Participants approved the minutes as a correct statement of the decisions and actions agreed on 17 November 2017.

1.4 Review of the action items of the previous meeting

Raquel Ponte Costa reviewed the actions items. The following actions were not complete and will remain in the action list:

- Members to provide new case studies for the VIPA website.
- Gary Chalkley to get in touch with Saint Gobain to understand their position on VIPA membership.

Regarding the Build Up webinar with the CSTB on the Annex 65 project members discussed that it will be necessary to choose one of the sub-project tasks and contact the task leader to give a presentation. Raquel explained that the Annex 65 presentation should be more technical and the VIPA presentation more market oriented. The CSTB informed that the final report of the Annex65 will be published early 2018 but he did not

give a precise date. The secretariat already mentioned to Build Up that VIPA would host the webinar somewhere on the first quarter of 2018.

Members discussed the pending action related to strategies to promote VIPs. One participant mentioned that if VIPA goes ahead with the market study this will be one way of doing it. Members discussed participation at events and trade fairs like the cool chain conference or the packaging conference but concluded that the tricky part is ensuring the right audience is there. Participants in the call asked this topic to be added to the agenda of the next meeting and for the secretariat to put together some ideas and examples based on other clients of Kellen.

Regarding membership outreach, Raquel explained that Gary Chalkley was supposed to contact Saint Gobain on membership but we haven't been informed if that already took place. During IVIS in Paris Raquel spoke with Johan Nijkamp and he seemed very interested but since then he has not said anything. Michel Chauvois volunteered to get in touch with Saint Gobain to understand if they want to join the association.

Actions:

- VIPA secretariat to add PR strategies to the agenda of the next meeting and to prepare suggestions based on other clients of Kellen.
- Michel Chauvois to contact Saint Gobain to discuss VIPA membership.

2 Finances

2.1 2017 budget: income and expenses

Raquel informed that thanks to the two new members that joined in October: C-safe and AIMT, the income increased a little bit but not much since these companies only paid a pro-rata fee for the last months of 2017. NUAA has not paid yet the 2017 membership fee, despite several reminders. If the membership fee will not be paid before 31 December, NUAA will be excluded from membership. On the side of the expenses all went according to plan. We expect to finish the year with a positive surplus.

2.2 Kellen fees and services 2017 and 2018

Raquel explained that some activities took place in 2017 which were not included in the original budget approved at the end of 2016 (see details in meeting presentation). She asked approval for an additional amount for Kellen for 2017 services: 14,325 EUR. Members had no questions and approved these additional fees for Kellen. This means the total fees for Kellen for 2017 will be of 75,980 EUR.

Decision:

Participants in the call approved the extra fees for Kellen for services delivered in 2017: 14,325 EUR.

Regarding 2018 services, Raquel presented the principles for 2018: low level of communications; no membership outreach; reactive approach on EU regulatory issues; no events to be attended; organisation of general assembly with a social event; support to the Build Up webinar and to the VIP market report. Members mentioned that some items are still uncertain like the market study but agreed with the amount for 2018: 76,995 EUR. Raquel mentioned that the hours and fees are an estimation and will be monitored throughout the year by the Executive Committee.

Decision:

Participants in the call approved the Kellen fees for 2018 services: 76,995 EUR.

2.3 Draft 2018 budget

Raquel presented the draft budget for next year and explained the assumptions (see excel sheet in the annexes). Members agreed with the amounts listed. The main question mark is the market report but this will only be decided later on. One participant asked about the budget for technical studies. Members agreed that in case any relevant proposal comes up that is considered priority the board shall discuss how to fund it. The current budget has an amount of roughly 34,000 EUR in standby so this amount can be used to fund any study that proves to bring value to the membership.

Decision:

Participants in the meeting approved the 2018 budget.

3 2018 activities

3.1 Strategic discussion on positioning towards IVIS and organisation of IVIS 2021

Members discussed that it is very unlikely that the Scientific Committee of IVIS will ever agree to give back the organisation of the event to VIPA. Given this situation, participants in the call were of the opinion that VIPA should participate at the next edition in Japan with similar level of involvement as it did in previous editions: sponsorship of 10,000 EUR, submission of abstracts, keynote speech at opening session. All agreed that organising one session on non-scientific topics would be a very considerable commitment and hard to organise since the event takes place in Japan where VIPA has no resources or members. Participants in the call agreed that if deemed appropriate some Board members who are in any case attending the event can eventually speak about standardisation or the GSH quality label but VIPA will not commit to organise a session on its own.

Regarding the exhibition stand and the attendance of the event in Japan by the secretariat, members agreed that the stand will probably not be necessary this time. In terms of presence at the event, one person (either Raquel or Francesco) should be enough to attend IVIS 2019 and to promote the association there. Members agreed to take a decision on these practical details closer to the date of the event.

Decision:

Participants in the call agreed to inform Kindai University of the following contribution of VIPA to the event:

- **Sponsorship – the same amount VIPA paid in the previous IVIS editions (10,000 EUR)**
- **Keynote speaker at the opening session**
- **Submission of a couple of abstracts for poster presentations**
- **Eventual participation of a couple of Board members as presenters in any session as deemed appropriate**

Regarding the overall strategy of VIPA about IVIS and VIP-related events participants suggested discussing this in more detail at the next face-to-face meeting.

3.2 VIP market study

3.2.1 Proposals received

Raquel explained we received three proposals and three quotes which are very different in price: 7,900 EUR, 27,090 EUR and 82,000 EUR. Regardless of the company selected, Raquel highlighted the importance of the methodology especially if we want to continue issuing such reports in the future because if we change the methodology in the next edition then it will be impossible to compare with the first edition of the report.

Given the importance of the topic, participants asked to organise a face-to-face meeting early 2018 to go through the proposals in detail. Participants asked the secretariat to put together a table comparing the three

proposals so it is easier to discuss the offers against the costs. Raquel asked if members wanted to have a forth proposals but participants in the call felt it was not necessary to contact other companies.

Actions:

- VIPA secretariat to organise a board face-to-face meeting early 2018 to discuss the market report proposals.
- VIPA secretariat to prepare a chart comparing the three proposals, what is offered and against which price.

Regarding the financing of the market report Raquel shared with the participants some ideas of how such reports are paid for by other associations managed by Kellen. In some cases besides the general budget of the association, the members that contribute with data are asked to pay a smaller fee to have access to the final report. The members that do not contribute with data (i.e members that are not manufacturers) are asked a higher fee. Participants in the call were of the opinion that the study should be paid entirely from VIPA's budget.

3.3 Membership outreach:

3.3.1 Application form new member Vaku Isotherm

Raquel reported Vaku Isotherm sent a membership application form to join VIPA as full member as of 1 January 2018. Participants endorsed the application form without any comments or questions.

Decision:

Participants in the call approved the membership application form of Vaku Isotherm.

3.3.2 EDF membership

Raquel explained that EDF asked to join VIPA International as an academia member (500 EUR) and not as an associate member (5,000 EUR). Members were of the opinion that EDF should join as associate member because it is a research institute that is part of a big company. One member volunteered to double-check with them if they are funded by EDF only or by other entities and if they are formally part of EDF.

Action:

Michel Chauvois to ask Thierry Duforestel from EDF about their funding sources and legal status so VIPA can determine the best membership category for EDF.

3.4 Working Group Updates

3.4.1 Technical WG

Due to lack of time this item was not discussed. A short update is provided in the meeting presentation.

3.4.2 Public Affairs & Communication WG

Due to lack of time this item was not discussed. A short update is provided in the meeting presentation.

3.4.3 Asian WG

Due to lack of time this item was not discussed. A short update is provided in the meeting presentation.

4 Any other Business

4.1 Schedule of meetings for 2018 and location for General Assembly

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As discussed during the call, the secretariat will prepare a doodle with dates for a meeting in January or February. Members agreed that the meeting shall take place in Brussels (in case Kellen's offices are available) or in Frankfurt in the hotel near the airport like the board meeting of April 2017.

The schedule and location of meetings for the rest of 2018 was not discussed.

No other item was discussed. The conference call finished at 12:10.
