
VACUUM INSULATION PANEL



GLOBAL ASSOCIATION

VIPA International General Assembly

Nanjing, China

18 September 2015



Governance statement

VIPA International antitrust compliance statement (distributed with meeting docs)

Procedure

- At all times refrain from discussing any company' sensitive information – see VIPA International antitrust compliance statement

You must:

- Judge in the first place
- Behave accordingly
- Avoid discussion of topics, such as those identified in the guidelines, which could create even an appearance of wrongdoing

In case still some issue are raised:

- Secretariat intervene if any questions or doubts
- If necessary, legal counsel can be asked to provide advice

Quorum and voting rights

General Assembly meeting quorum: 50% members present

3 associate members and 11 regular members

Apologies: Microtherm, NUAA

Voting procedure

Regular members (companies) have 1 vote

Associate members have no voting right

Voting:

General items: simple majority

Changes to Bylaws: 2/3

Agenda



1. Welcome and introductions

- 1.1 Governance rules
- 1.2 Approval of the agenda

2. VIPA International Annual Report of Activities (August 2014-August 2015)

- 2.1 Overview of what was accomplished in the previous year
- 2.2 2015 outlook

3. Report from the Treasurer

- 3.1 Approval annual accounts 2014
- 3.2 Approval 2015 budget
- 3.3 Status 2015 accounts

4. Elections

- 4.1 Discharge of Roland Caps from his role of President of the association between 2014 and 2015
- 4.2 Election of the new VIPA International President

5. Approval of the proposed amendments to the VIPA International Bylaws

6. VIPA International 2016 General Assembly

- 6.1 Date and place of the next General Assembly

7. AoB

2.VIPA International Annual Report of Activities (August 2014-August 2015)

2.1 Overview of what was accomplished in the previous year

Membership Outreach

- Increased industry representativeness: we have now 13 companies and 4 universities/institutes

Public Affairs

- Discussion on main policy initiatives on the energy efficiency of buildings in Europe, China and US
- Discussion on main stakeholders in Brussels influencing the debate on energy efficiency of buildings
- Followed legislative activities in the European Union and established contacts with the main stakeholders in Brussels
- Participated to public consultations on EU initiatives (circular economy, GPP office buildings, energy efficiency of buildings, etc)
- Investigated EU-funded projects and initiatives with relevance for VIPs
- Looked for parties in North America to help with the regulatory environment in the US (both at federal and state level) for all VIP applications

2.VIPA International Annual Report of Activities (August 2014-August 2015)

Communication

- Released early 2015 www.vipa-international.org – a robust platform to communicate to members and non-members about our industry
- Raised awareness to VIPs via our case studies
- Contributed to Build Up: (online platform supported by the European Commission on energy efficiency of buildings)
- Prepared participation at IVIS 2015 – exhibition stand
- Published press releases and two quarterly newsletters

Standardisation

- Accepted as liaison organisation to the CEN TC 88 WG 11
- Agreed on topics where further research on VIPs is needed
- Commissioned two studies (ageing process and compressive strength measurement) to a technical institute which will be completed in 2016
- Participated actively in the standardisation process in Europe
- Supported our Chinese members with recommendations on buildings' standards and legislation being discussed in China
- Considering and evaluating the feasibility of putting in place a quality certification scheme for VIPs

2.VIPA International Annual Report of Activities (August 2014-August 2015)



2.2 2015 Outlook

- Ensure studies commissioned to FIW go according to plan
- Prepare IVIS 2017: VIPA International will co-host the event with the CSTB in France
- Evaluate the possibility of creating a quality certification scheme
- Continue contributing to standardisation at European level (CEN) but also in other parts of the world – China
- Gather information on VIP (existing literature on properties, performance, applications, end of life use, etc) to build a case to be used in advocacy activities
- Continue publishing case studies and populating our website with relevant and accurate information
- Raise visibility to the association: speaking slots at events e.g. Global Insulation Conference in Istanbul, September 2015
- Continue reviewing legislative developments in different parts of the world: USA, Europe, Asia
- Increase membership of manufacturers and supply chain

3. Report from the Treasurer

3.1 Approval annual accounts 2014

VIPA International 2014 Annual Accounts (EUR)		
ITEM	Budgeted April 2014	Year end
Income	100,000	100,000
Full members (10): 10,000 EUR		
Associate members (0): 500 EUR		
TOTAL INCOME	100,000	100,000
Expenditure		
Incorporation of the association in US	5,000	5,000
Website & corporate identity	10,000	10,000
Miscellaneous costs (eg registration name, bank account)	4,000	565
Kellen Europe fees for secretariat and management	60,000	59,077
Out of pocket costs (meetings & travel expenses)	3,000	3,579
Reports, studies	18,000	0
TOTAL EXPENDITURE	100,000	78,221
RESULT	0	21,779

3. Report from the Treasurer

3.2 Approval 2015 budget

VIPA International Budget 2015 (EUR)		
ITEM	Jan	August Update
Income		
Membership fees full members (13): 10,000 EUR	130,000	120,000
Membership fees associate members (4): 1,000 EUR/500 EUR	2,000	2,000
Carry-over from 2014 budget	21,779	21,779
TOTAL INCOME	153,779	143,779
Expenditure		
Kellen Europe fees (secretariat & management)	73,723	36,861
Studies	35,000	0
Sponsorship IVIS (8,000\$)	7,708	7,708
Sponsorship IVIS extra costs (printing, stand)	1,142	1,289
Out of pocket costs (meetings & travel expenses)	7,000	2,642
Communications (website support, professional design, etc)	4,600	1,513
Website annual hosting fee (Alias)	400	400
Legal advice	5,000	0
Greenberg fees (monitoring US legislation)	0	0
TOTAL EXPENDITURE	134,573	50,413
RESULT	19,206	93,366

4. Elections

4.1 Discharge of Roland Caps from his role of President of the association between 2014 and 2015



As included in our Bylaws (article 8, section 7), the mandate of the VIPA International President had the limited duration of 1 (one) year during the first year of activities of the association. The mandate of Roland Caps comes, hence, to an end at the 2015 General Assembly scheduled for 18 September 2015 in Nanjing, China.

We would like to thank our President Roland Caps for his commitment and for his contribution to the work of the association during the past year

4. Elections

4.2 Election of the new VIPA International President

The President is appointed by the General Assembly for a **term of 2 (two) years** (renewable once) from among the members of the Board of Directors. The mandate of the incoming President **will start on 18 September 2015** until the **General Assembly of 2017**.

Here is a non-exhaustive list of the role and responsibilities of the VIPA International President:

- Facilitate the accomplishment of the Association's strategic goals and objectives
- Represent the Association and its members to other organisations, the industry, government and public agencies, the media, and the public; based on a clear mandate received from any of the General Assembly, the Board of Directors or the Executive Committee
- Preside at all meetings of the General Assembly, the Board of Directors, and the Executive Committee
- Stir the discussions during the General Assembly, the Board of Directors, and the Executive Committee
- Serve as the main point of contact to the VIPA secretariat, guide and supervise their work
- Promote the active participation of all members in the Association
- Encourage the Association membership to prospect members
- Be a supportive leader for all organisation members

4. Elections

4.2 Election of the new VIPA International President

Candidates

- Roland Caps, va-Q-Tec – until October 2016 only

“I am ready to stand as a candidate as VIPA President for one more year (at most). Although I plan to retire from Board of Directors of va-Q-tec next year end of June shortly after my 60th birthday, I would be willing to continue as VIPA president until next Board Meeting in September/October 2016.

I am active in VIP research since my Diploma and PhD thesis in the 1980s. As Chief Research Officer at va-Q-tec I have experience with all different kind of VIP core material, which are used nowadays. I have developed new methods for quality control of VIPs and I am also familiar with the marketing of VIPs in different application fields. Therefore I think that my expertise is a good argument for the renewal of presidency.”

- Other candidates?

5. Approval of the proposed amendments to the VIPA International Bylaws



ARTICLE 3 MEMBERSHIP

Section 1. General.

There are ~~four~~ **two** categories of Association company member:

Regular members:

A-1.1 Manufacturer: companies that make and market vacuum insulation panels

B 1.2 Material Supplier: companies supplying components and raw materials to make VIP panels or VIP materials (and which will be used in the final product) such as films, core

C 1.3 Equipment supplier: companies that provide equipment to produce VIP panels or VIP materials

Associate member:

Companies and/or organisations with an interest in the vacuum insulation panel industry and which do not fall in the categories ~~a to c 1.1 to 1.3~~. **The number of Associate members shall not exceed half of the number of regular members (Manufacturer, Material Supplier and Equipment Supplier). Associate member positions are limited to two per continent.**

Any company or organisation wanting to become a member of the Association must indicate whether they want to become a **Regular Member** (Manufacturer member, a Material Supplier member, an Equipment Supplier member) or an Associate member.

All members must be constituted or incorporated in accordance with the laws of their jurisdiction of constitution or incorporation. The Association may decide at any point in time to create new membership categories.

5. Approval of the proposed amendments to the VIPA International Bylaws



ARTICLE 4 DUES

Section 1. Annual Dues.

During the first two years of existence of the Association (starting from the date of incorporation), the annual dues will be set as follows:

10,000 EUR for **regular** members (companies joining as Manufacturer Member, Material Supplier member and Equipment Supplier member);

Section 4. Default in Payment

Failure to pay the dues and other fees may result in termination of membership as set forth in Article 3. Section 5.

New members joining the association will only have access to the association's benefits (use of VIPA logo, participation at meetings, access to reserved area of website, visibility in VIPA website and promotional material, etc) once they have paid the membership fee invoice.

ARTICLE 5 VOTING RIGHTS

Section 1. General

The categories of membership and the voting rights associated with such categories shall be established by the General Assembly. These categories and associated voting rights may be revised from time to time by the General Assembly. During the first two years of existence of the Association (starting from the date of incorporation), the voting rights will be established as follows:

1 vote for each **regular** member (manufacturer Member, Material Supplier member and Equipment Supplier member);

Associate Members will not have any voting rights.

6. VIPA International 2016 General Assembly

6.1 Date and place of the next General Assembly



General Assembly: once a year – preferably face-to-face meeting (rotate between continents)

- 2016 General Assembly to take place in Europe?
- Any event to be linked to the General Assembly?

7. Any other business

Any other business ?

VACUUM INSULATION PANEL



GLOBAL ASSOCIATION

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