



**MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON TUESDAY 1 MARCH 2016
AT THE FOUNTAINS ABBEY, LONDON, W2 1RL**

PRESENT:

Committee
Graham Hart (President)
R Skinner (Hon Chairman)
C J Weil (Hon Secretary)
S W Earland (Hon Treasurer)
K Baksh
H Ashraf Ball
D J Evans
T Griffin
D King
P Matthews
M Moore
S Parsons

Members

K Miller
T Ralston (arrived at item 7)
M McLean (arrived at item 7)

APOLOGIES:

M Gough
D Butterworth
D Gibbons
D Norton
S Pugh
J Rose
H Zettler

1. MINUTES OF PREVIOUS AGM AND MATTERS ARISING

The minutes of the previous Annual General Meeting held on Thursday 3rdth March 2015 were reviewed. There was one correction, the venue was The Victoria, London W2 2NH.

It was proposed by T Griffin and seconded by D Evans that, with the corrections as noted above, the minutes be accepted as a true record of the 2015 AGM. This was agreed by a unanimous vote.

Matters Arising: Handled within the agenda.

2. CHAIRMAN'S REPORT

Chairman's Report to the Annual General Meeting of the Heat Transfer Society held on Tuesday 1st March 2016 at the at Fountains Abbey, 109 Praed Street in Paddington.

The 2015 AGM was held at The Victoria in Paddington and there were 11 committee members and 2 other members in attendance.

At the 2015 AGM a new committee member Dr Hezlin Ashraf-Ball was proposed by S Earland and seconded by Simon Parsons and she was successfully elected onto the committee.

Each officer was proposed and seconded and all approved unanimously.

It was proposed by C Weil and seconded by S Earland that all the existing members be re-elected by a single vote. The nominations were elected unanimously.

A list of all elected can be found in the minutes of the AGM dated 3rd March 2015.

In addition a new application to join the society and to join the committee was received during the past year from Paul Matthews and he was co-opted onto the committee on the 25th June 2015. His full membership of the committee will be progressed at this AGM.

The Society gained 10 new members during this past year. The total number of paid up members now stands at 178.

Martin stood down as Chairman of the society (for the time being at least) at the 2015 AGM, having held the post for many years. Martin has set a high benchmark for performing the Chairman's role and the Committee has greatly benefitted from his commitment to getting things done and the time and energy he has spent achieving this. The excellent celebrations of the 50th annual dinner in 2014 were an example of this.

He has also been instrumental in developing the hts award for university projects by undergraduate students, as part of the focus of encouraging more young members to join the Society.

Martin has focused on a bigger profile for the Society so that in addition to being a gathering of like-minded engineers with a common interest, he has led the committee in considering other ways of projecting the hts as a professional society that represents an important sector of the UK's engineering industry.

Whilst Martin has stood down as Chairman, he is remaining on the committee so we can continue to benefit from his talents and experience.

Therefore on behalf of the Society, the committee thanks Martin very much.

Annual Dinner

The society's Annual Dinner for 2015 was held once again at the Grand Connaught Rooms where 112 members and guests attended.

The charity raffle prizes were donated by HTRI at this dinner and the charity selected to receive the collection from this raffle was Moorfield's Eye Charity. The collection raised from the raffle was £ 940.

Graham Hart was inaugurated at the dinner as the society's President for the year 2015 to 2016 and was presented with the Presidential balls by the outgoing President Joe Quarini. Graham is the founder of Graham Hart (Process Technology) Limited which is primarily involved in the design and manufacture of a varied range of shell & tube exchangers.

The 2015 Mike Ackrill Trophy was won by Mr Dene Halkyard of Flexitallic for his presentation on the latest developments in sealing shell-and-tube heat exchangers

The Heat Transfer Society Fellowship Awards were presented at this dinner by the retiring President Joe Quarini to Colin Weil and Martin Gough for their services to the society.

We did not have a winner for the hts award in 2015 however we have a winner for the 2016 award who will be announced at this year's annual dinner.

Events held in 2015-2016

10 March 2015	Forum Evening joint with SONG - Overpressure protection devices to protect against tube rupture events in compressor	London
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	inter/after coolers.	
27 March 2015	Annual Dinner	London
29 April 2015	Aberdeen Evening - Joint Event with IChemE , Mike McLean of Swift Technology Group Ltd. talked on applied CFD in upstream process engineering.	Aberdeen
14 May 2015	Forum Evening - Ian Wigham of Tube Supply International talked on a solution to airside fouling of air cooled heat exchangers leading to increased plant efficiency and reduction in maintenance	London
25 August 2015	Aberdeen Forum - A live Presentation shared via Webinar by Tom Highly and Martin Gough who talked on designing and upgrading tubular heat exchangers in offshore service to reduce weight and space, and maximise performance service life	Aberdeen
17 September 2015	Forum Evening - Barry Thomas of Valley Forge and Bolt talked about bolted joints and load indicating technology	London
14 October 2015	President's Night - Graham Hart, the Society President, addressed the Society on the subject of: "Let's have a better dialogue between users and manufacturers" of shell & tube heat exchangers.	London
10 November 2015	Forum Evening - Hans Zettler, HTRI, talked about fouling research for industrial applications	London
2 December 2015 Was cancelled	Cancelled Aberdeen Forum – Presenter: Mr Dene Halkyard of Flexitallic. Was due to make a repeat presentation of the CHANGE gasket – Latest Development for Sealing Shell-and-Tube Heat Exchangers following his presentation on this subject to a Forum in London during the year. However this event was cancelled due to a lack of support from members which is presumed to be due to being too close to Christmas.	Aberdeen
28 January 2016	Forum Evening. Paul Button of Vahterus (UK) Ltd talked about plate-and-shell heat exchangers	London

Additionally Simon Earland on behalf of the society, circulated details to the membership on the 31 July 2015 regarding the 5th International Conference on Micro and Nano Flows (MNF2016) that will be held on the 11-14 September at the Politecnico di Milano, Italy.

The Committee

On behalf of all our members thanks goes to all the officers and committee members who continue to give their time and effort to support the society. Special thanks go to Colin and Simon Earland for their continued hard work in supporting the society as Secretary and Treasurer.

In addition on behalf of the committee I would like to acknowledge and thank Simon Parsons for his continued support in arranging and co-ordinating the forums during the year.

Thanks also to David Evans for continuing to review the annual accounts on behalf of the society.

Many thanks go to Graham Hart for holding the post of President of Society for this last year and his frequent attendance at the society's events which have required him to travel from Yorkshire to participate. Graham will be handing over this year to Jeff Downey.

Every year the website (www.hts.org.uk) develops in support of all our marketing efforts and is now the information hub of the Society, containing details of all the Forums, Events and Presentations. On behalf of the committee and members thanks goes to David Butterworth for his sterling work in keeping the ongoing maintenance of the site up to date.

This year the committee has focused particularly on the subject of considering what insurance the society should have in place, both for indemnity of committee members (officers) in the event that there is a claim against the society and in the event that there was damage or injury at an event held by the society. The advice given by a solicitor, who was contacted for an initial discussion on these matters, was that such insurance should be in place primarily so that if a claim was made against the society, the trustees, and the officers are insured to cover the costs of appointing legal representatives to defend the society against any such claim.

It was also discussed with this solicitor that neither existing members nor new members joining the society were required to formally sign a written statement that they agreed to abide by the society's rules and that they would not claim to represent the society either verbally or in writing when discussing any business matters or commenting on any matter outside of the society's activities or its membership. It was recommended that this matter should be resolved.

It was also suggested that the society's rules should be reviewed by a solicitor as they may not adequately protect the society in the event of litigation.

On a lighter note, Spring is coming and we now look forward to the society's annual dinner to be held at the regular venue of the Grand Connaught Rooms on Friday the 18th March.

Russell Skinner, 28/02/2016
Chairman

3. MIKE ACKRILL TROPHY

Selection of the winner should be based on the Forum that most moves the industry forward, and/or has the greatest technical relevance, and/or shows that the presenter put 'extra effort' into the preparation of their material. The President's presentation should not be considered as a possible winner.

The membership present discussed possible winners for the 2015-2016 Mike Ackrill Trophy and the presentation by Paul Button of Vahterus was chosen by a show of hands.

4. TREASURER'S REPORT

The Financial Report for the year ending December 2015 was presented. The Treasurer reported an excess of income over expenditure of £453.71. The report was reviewed by D Evans. The accounts are available to the members on the HTS website.

5. APPROVAL OF ACCOUNTS

Approval of the reviewed accounts was proposed by T Griffin and seconded by P Matthews. The accounts were approved, on this basis, by a unanimous vote.

The Secretary, proposed a vote of thanks to the Treasurer, S Earland. This was seconded by M Moore.

6. ELECTION OF OFFICERS AND COMMITTEE

Officers:

The Officers' nominations below were elected unanimously.

Chairman	Russell Skinner	proposed by	S Parsons	seconded by	P Matthews
Secretary	Colin Weil	proposed by	P Matthews	seconded by	M Moore
Treasurer	Simon Earland	proposed by	R Skinner	seconded by	P Matthews

It was proposed by C Weil and seconded by S Earland that the following committee members be re-elected by a single vote. The nominations below were elected unanimously.

H Ashraf Ball	proposed by	D Evans	seconded by	D King
K Baksh	proposed by	H Ashraf-Ball	seconded by	D Evans
D Butterworth	proposed by	T Griffin	seconded by	H Ashraf-Ball
D Evans	proposed by	H Ashraf-Ball	seconded by	D King
D Gibbons	proposed by	D Evans	seconded by	H Ashraf-Ball
M Gough	proposed by	R Skinner	seconded by	S Parsons
T Griffin	proposed by	B Ioannilli	seconded by	H Ashraf-Ball
D King	proposed by	M Moore	seconded by	D Evans
P Matthews	proposed by	N Palfreeman	seconded by	S Parsons
M Moore	proposed by	D King	seconded by	S Earland
D Norton	proposed by	R Skinner	seconded by	S Parsons
S Parsons	proposed by	P Matthews	seconded by	M Moore
S Pugh	proposed by	D King	seconded by	R Skinner
J Rose	proposed by	C Weil	seconded by	S Earland
H Zettler	proposed by	D Evans	seconded by	H Ashraf-Ball

7. ELECTION OF REVIEWERS AND SELECTION OF AUDITING SYSTEM

The accounts were signed by the committee and officers at the end of this AGM.

Virtually all income and expenditure had been actioned through the Society's bank account and it was noted that cash transactions, which are and will be kept to a minimum, are documented with suitable receipts.

The Society is able to disapply the need for a full audit in accordance with the Friendly Societies Act 1974, as amended by the Deregulation (Industrial and Provident Societies) Order 1996 and required by the Financial Conduct Authority. A vote of reaffirmation for un-audited accounts is required at the AGM each year. It was so proposed by D Evans, seconded by K Baksh and approved by a unanimous vote.

8. RESOLUTIONS

It was proposed by David Evans that Martin Gough be awarded a Fellowship, seconded by Mike Moore.

9. ANY OTHER BUSINESS

9.1. There have been discussions with the IET about collaboration with the Society. P Matthews reported that they have proposed presentations covering the history of hts including some technical content. Paul will liaise with S Parsons to progress this. Paul will also ask if there is a possibility of using their venue for committee meetings.

9.2. K Baksh wished it noted that this was the largest headcount attendance for an AGM.

9.3. It was raised that the committee could hold its meeting outside London; perhaps once a year.

The meeting closed at 20.00 hours.

Chairman

Secretary

R Skinner

C Weil