2nd Steering Committee Meeting Minutes 2017-18

Date/Time: 29 August 2017 / 18:00 – 19:30

Location: Buro Happold, 17 Newman St., London W1T 1PD

Present:
- Lucy Pemble LP AECOM
- Serena Favatello SF Hilson Moran
- Nuno Correia NC XCO2
- Jon Gregg JG BuroHappold
- Nathan Jones NJ Kier

Apologies:
- Maria Gkonou MG BRE
- Maria Spyrou MS M&S
- Etienne Humphries EH TFT
- Chang Zhang Chiu CC
- Roberto Coraci RC Baily Garner
- Konstantinos KC Arup
- Charalampidis
- Sara Godinho SG Arup

Dial in: -
- Saadia Ansari SA Reading University
- Aleksandra Pryzdrozna AP Max Fordham
- Matthew Smalley MSm Max Fordham

No. | Item | Comm. member | Timeframe / deadline
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1 | Attendance | | |
2 | Last meeting actions | | |
3 | Summer Event actions were completed, event was a success | | |
4 | Mugshots – outstanding photos to be sent to Serena, descriptions also to be filled out on the googledrive | RC, AA, MS, AS, RF, SG, KG, RB | 08/09
5 | An update from Lucy | LP | |
6 | Christmas Social | | |

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offer new opportunities, new members and show that we are open to collaboration.

Idea put forward by Nathan: networking bingo e.g. find a mechanical engineer, a sustainability consultant etc.

Possible date 23rd Nov. N.B. 21st-22nd November is Build2Perform and there is an IEMA conference on the 23rd.

Khasha to lead sub-committee for the event  
Ranjeet and Maria G to support Khasha in events protocol

Sub-committee:
1. Khasha  
2. Kyle  
3. Maria G  
4. Ranjeet  
5. Richard

Money: charge for tickets so that people will show up (just a small amount, maybe a fiver). Split it between groups (YEN/YEPG/SoPHE).

Saadia says finances have been set-up successfully through Eventbrite before

Action: Jon to talk to Nyree as to what we can do with the money

(KM), (RB, MG) 01/10

5 Greenwich Peninsula Energy Centre Tour
Nathan spoke to Pinnacle Power, who have offered a free tour of CHP powered District Heating. Up to 10 people, between 9-6pm.

If possible and there is demand, request two tours (staggered).

Potential dates: September or October

Ranjeet and Maria G to provide events support for Nathan organising the tour

(RB, MG) Present - ongoing

6 CIBSE Build2Perform
21st-22nd November at London Olympia
Our slot is Wednesday Morning and the topic is “Energy Performance in Buildings”

All to populate the list of potential speakers on googledrive: https://docs.google.com/spreadsheets/d/1VSr4yQh0UfM-v-gwhHgW7A4olb3nj4SkF9Jv39Ph0q/edit?usp=sharing

Sub-committee for the event to be lead to Saadia

(Sub committee:
1. Saadia  
2. Nuno  
3. Jon  
4. Lucy  
5. Serena

(ALL) 08/09

7 AOB
Everyone to be actively involved in the committee and make a conscious effort to diversify the event organisers for the year. Everyone to join Slack by the next meeting. The WhatsApp group will close on the date of our next meeting.

To join our Slack group use this link: https://join.slack.com/t/cibseyepg/shared_invite/MjM0OTkwMjkzNDQyLTE1MDQyNjI4MzktMWI0OWQ0Mjg2Nw

Do a doodle poll for September’s meeting date and venue.

Ranjeet’s email has changed from XCO2 to BuroHappold.
Lucy’s email has changed from AECOM to personal, until she gets her Swansea University one.