

MINUTES FROM THE (2nd) COMMITTEE MEETING OF THE RINA NORTH WEST BRANCH HELD VIA VIDEO CONFERENCE ON 11TH MAY 2020

PRESENT:	Duncan Swinson (DS) David Monks (DM) Matt Slater (MS) Jonathan Happs (JH) Gabriella Grasu (GG)
APOLOGIES:	

NOTES		ACTIONS
1.	Health and Safety	
	All noted the impact of the current 'Coronavirus' situation	
2.	Progress on Actions already Raised	
	<p>The following actions from the previous meeting were discussed:</p> <ul style="list-style-type: none"> DS to request constitution be updated to include Wirral, Merseyside and Greater Manchester – ONGOING DS to notify NI, IMarEst (NW Branch) & NIMS (National Institute of Marine Surveyors) of branch founding – ONGOING MS to notify relevant Navy/ RFA of branch founding via HMS Sultan – ONGOING MS to discuss possible interest from local employers in the renewables sector – ONGOING DS to Discuss co-opting a Committee Member from the Student body at LJM University – ONGOING DS, MS, JH to request membership list access from Sally Charity – COMPLETE DS to set up LinkedIn group for the Branch – ONGOING DM to contact other branches to investigate the possibility of repeating lectures – ONGOING DS to contact Trevor Blakeley for details on the grant from headquarters – ONGOING JH to contact Sally Charity for a lecture poster template – COMPLETE 	DS MS
3.	School Outreach	
	GB noted that Cammell-Laird has existing ties with local schools to promote STEM/ Outreach activities. GG is aware of a £1,000pa fund (provided by IMarEst). It would be useful to know is RINA also provide similar funding. JH to discuss with Sally Charity whether RINA provide similar support. DM noted that we need to be careful to ensure the limited resources of the committee are not overstretched.	JH
4.	Bank Accounts	

	Awaiting response from TB regarding the Bursary. GG and DM noted that, in their experience, branches tend to operate two bank accounts, one for Technical Aspects such as lectures, and the other for Social aspects of the branch. The advantage of keeping the two separate is that it allows local companies to donate to Social events, and prevents any risk of losses on social events impacting the funds available for the technical work of the branch.	
5.	Technical Lecture Format	
	<p>Agreed that:</p> <ul style="list-style-type: none"> Dependent on funding, coffee & biscuits/cake to be provided on arrival for all attendees, 45mins to an hour before start of lecture to provide opportunity for networking Lecture to begin approx. 19:00. All agreed that the last/ fourth Thursday in the month may be a suitable day. GG noted there is an advantage to setting a regular date, to promote a routine. DM expressed a preference for the 3rd Wednesday in the month. Aim for one event a month, beginning in October, and not including December, to make the most of the student availability. Potentially work towards a technical/ site visit in April 2021, Cammell-Laird yard visit would be an easy to arrange event. <p>JH to request the deadline for submitting the events programme from Sally Charity.</p>	JH
6.	First Lecture Ideas	
	<p>SDA Hull and Machinery – MS & JH to discuss with Ship's Staff</p> <p>Red Kestrel: Hull and Machinery – Tom Curwell may be willing to do a talk – MS to discuss</p> <p>Aircraft Carrier – Commissioning and Working Up – MS & JH to discuss with contacts at Cammell Laird</p> <p>Later on, potentially could invite a lecture from Maersk Shipping, regarding their history and development as a company (DM to discuss). (DM subsequently provided the committee a summary document of the History of Maersk Container Ships.)</p> <p>These could be arranged in the approximate order listed above.</p> <p>For future lectures, Andy Askham (Cammell Laird) has proposed the following to MS:</p> <ul style="list-style-type: none"> John Grant wartsilla, Green Tech Edwin Pang, Leadship, 3rd world ferry safety & concept design Silverstream – Air Bubble Lubrication of Hulls Smartgreen Shipping Group – Modern Wind propulsion <p>DM also noted it may be possible to arrange a guest lecturer from the South Coast to do a talk on a Yacht related subject, which often prove popular. Giles Barkley of Southampton Solent University was suggested as a good option.</p>	MS JH DM
7.	AOB	
	<p>Membership of More than One Branch</p> <ul style="list-style-type: none"> GG noted that membership of more than one RINA branch is not covered under the constitution – GG to confirm that this is accepted by RINA 	GG
8.	Next Meeting	
	Next meeting proposed to be 22 nd June at 6pm, the venue to be confirmed.	