

73nd Annual General Meeting

For the Members of the Association of Electrical and Mechanical Trades

At Hinkley Golf Club, Hinkley
Held on Thursday, 14th June 2018 at 9.30am.

MINUTES

1. PRESENT

Company	Full name
ABB	Dave Hawley
AEMT	Thomas Marks
AEMT	Sam Agnew
AEMT	Martin Killeen
AEV Ltd	Chris Birks
AEV Ltd	Joe Turnick
Central Group	Shaun Sutton
Deritend	Dave Manton
Deritend	Dave Booth
Deritend	Richard Hale
Drummotors and More Ltd	David Donoghue
Fletcher Moorland	Matt Fletcher
JJ Loughran Electric Motor Company	Craig Moore
JJ Loughran Electric Motor Company	Matt Hill
Kolmer Electric Motors	David Ede
MGC Systems	Jennie Gordon
Mid Kent Engineering	John Savage
Mid Kent Engineering	Alex Page
NTN Bearings UK	Anthony Urion
Quartzelec	Matt Brown
Rotary Engineering UK Ltd	Simon Swallow

Rotor UK Limited	Amanda Turiccki
Rotor UK Limited	Richard Peach
Solutions in IT	Gary Downes
Sulzer	Lisa Neath
Sulzer	Kevin Smith
Von Roll	John Stor
Von Roll	Craig Turner
Von Roll	Peter Lee
Webb-Elec	Julian Webb
WH Shoebridge	Robert Shoebridge
WH Shoebridge	Sarah Hyde
Wilson Electric	Graham Brooker
Wire Electric Supplies	Nigel Brindley
Wire Electric Supplies	Mark Robinson

In attendance: Thomas Marks, Sam Agnew and Martin Killeen from the secretariat.

2. APOLOGIES

Name	Company
Chris Powles	Sulzer
Dennis Rawle	Exalto/Graphallow
Derry Sheehan	Avonmore Electrical
James Stevens	Preformed Windings
Simon Brooks	Rotamec
Len Jones	Parsons Peebles
Tom Beatson	Beatsons Fans and Motors
Terry Kidd	Honorary Member

3. MINUTES

Minutes of the 72ND Annual General Meeting held on the 21ST June 2017 at The AMRC, Sheffield were accepted without change and signed by the President.

4. ANNUAL REPORT: President's Report

Thanks to everyone attending this year's AGM. It's good to see so many people attending.

The state of council is encouraging with new members from both ABB, Sulzer and Preformed Windings, along with existing council members from Parsons Peebles and Quartzelec mean that we now we have both larger and smaller companies represented on council. Geographically, we have council members from Scotland, Ireland and Southeast Asia. All-in-all, the council situation is very healthy and for the first time in many years, we have a full allocation of officer positions, so succession of leadership is also assured.

The AEMT Secretariat is now settled with KPI based contract performance in place and Sam Agnew is now on board helping with event and membership management. Martin Killeen is now fully employed which has helped to reduce course costs and provide technical expertise to various events and meetings and across the AEMT membership in general.

From the events point of view, the AEMT awards is now established as simply the best industry event that the AEMT has put together. Sponsors include ABB, Sulzer and DFA Media who publish Drives and Controls, as well as my own company's brand - EMIR Software. This year we will be preceding the awards with a conference on the Circular Economy and the Electric Motor Repair Industry, which will focus on how raw materials are used effectively to build and keep rotating machines in operation throughout the repair and service life-cycle.

The conference will have a full programme of speakers and importantly will also be inviting end users as well as members and associates along to the event, for a totally inclusive conference for the whole industry.

After the conference, the awards will again take place. Entries are now invited and if you haven't done so, please make the effort to enter before the deadline, Tuesday 11th September. It will certainly be great PR for both you and the AEMT. Making the AEMT brand known to the global marketplace is a key objective of the AEMT.

Awards are decided by a panel and scored individually and collectively and only Andrew Castle of Touchwave Media, as the organiser, knows whose wins in each category. So, the winners are a genuine surprise on the night for all those attending the event.

The date for your diary: Thursday, November 29 at the DoubleTree at Hilton, Coventry.

The Secretary's Report

2017 saw 79,000 visits to the AEMT website from 182 different countries, a staggering 54% increase year on year. On a day to day basis, we saw 140 visitors a day in 2016 rising to 215 in 2017. The enormous increase is attributed to the successful promotion and PR of the association through DMA Europa, and through the inauguration of the AEMT Awards.

The AEMT continues to train companies all around the world in understanding the safety and technical aspects of hazardous area equipment repair. The association trained over 110 companies across a range of sectors including: oil and gas, utilities, motor manufacturer's, pump manufacturer's, marine companies and mining companies.

The member count for 2018 stands at 153 full members and 100 branches; 81 international members with 30 branches; 48 associate members with 13 branches. The UK repair and maintenance market for electric motor, generator and transformers is estimated at £383 million pounds; and for pumps and compressors at £413 million.

With the inclusion of the Awards to the variety of events the AEMT offers, we have seen a marked increase in the range of companies participating in AEMT networking events. For the first time in 2017 the number of members, associates and other companies participating are at equal numbers. Year on Year the count of companies registering for events has risen from 62 to 81 in 2017. The association continues to run events up and down the UK, as well as some networking opportunities for international members.

Circulation of the Journal (the industries flagship magazine publishing thought leading original content and case studies from within the industry) and the Yearbook (the industry leading directory of service companies, and associated companies) continue to increase at a steady rate year on year, with subscribers rising from 1,400 in 2015 to nearly 2,000 in 2017. We estimate a readership of around 12,000 including plant and asset managers from a range of sectors, member companies, repair and maintenance companies, universities, colleges and professional bodies.

The AEMT produces a range of free promotional merchandise for members to utilise: the logo can be placed on member's websites, letterheaded paper, invoices, and flyers. Window and Van stickers are available to be placed on operation vehicles and waiting room windows. New iron-on AEMT patches for uniforms have also been a big success this year. Member's are encouraged to support the association by promoting the AEMT logo where ever possible.

Technical Report

International Technical Standards are regularly updated and offer the highest technical specifications and Codes of Practice for manufacturers and users alike.

The AEMT has been well represented on various standards committees. As an active member on the committees, we have a large and growing library of standards relevant to our industry to refer to. The most notable areas of development in the committees were:

IEC TC2: This is responsible for the rotating equipment standards comprising of standards starting with IEC 60034. The Association is particularly active in the rewriting and updating of these standards including:

IEC 60034 1: 2017 Rotating Electrical Machines: Rating and Performance. This is still awaiting publication but is available in a Red Lined version.

IEC 60034 23 Rotating Equipment: Repair, Overhaul and Reclamation - This document is at its Final Document Stage and is expected to be published later on this year.

IEC 61800-9-2 (edition 1, 2017): Test methods and efficiency classes for converters and motors with converters. Work on edition 2 has started that will improve the testing method, check the level of the reference losses and subsequently adjust the IE-classes. An international Round Robin program for converter losses has been launched in cooperation with IEC WG18. Four testing laboratories (Australia, Denmark, Switzerland, USA) are working with a more detailed Uniform Testing Protocol. The first phase will be completed early 2019. In the second phase thereafter, a larger sample of converters will be tested to verify the reference losses.

IEC 60034-30-2: Efficiency classes for motors operated on variable frequency
Published in 2017 as technical specification.

IEC TS 60034-31 (edition 1: 2010): Selection of energy-efficient motors including variable speed applications. Application guide is now under revision. A first Committee Draft is currently under review.

TC14 Power Transformers. There are currently 19 standards being updated or reviewed out of a total of 59 published standards. Our expert in this area has retired. If you are interested in participating more actively in the areas that this standard covers please contact us at the AEMT.

IEC TC22 Power Electronics Including Drives There are currently 29 standards under review out of 104. We receive all the documentation for these standards, but do not currently have any active members attending meetings. If you are interested in participating more actively in the areas that this standard covers please contact us at the AEMT.

IEC TC31J and M The AEMT also follow the IEC 60079 series of standards on Hazardous Area Equipment and we are actively participating in the update of

IEC 60079 19: Hazardous Atmospheres, Equipment Repair, Overhaul, and Reclamation. This will probably be released during 2018.

EU Eco-design: We follow the eco-design processes for Motors, pumps, fans and Compressors. There is progress on a compressor eco-design standard (Lot31), and

some additional changes to the motor and drives directive have been proposed for 2020.

IECEX: We actively follow any changes to the auditing of IECEX Certified Service Centres, and Personal Competency programs.

AEMT EASA Project: The update to this project has been agreed and motors are being gathered together for testing in America.

Proposer: Chris Birks, AEV

Seconder: Matt Fletcher, Fletcher Moorland.

All were in favour and the reports were accepted.

5. ANNUAL ACCOUNTS:

Following an exceptional year in 2016, 2017 returned to a more consistent turnover of £453,402. Administration expenses increased due to the employment of Dr. Martin Killeen, however this increase is balanced by a decrease in course costs. The AEMT Awards were inaugurated making only a minor loss in its first year. The association made an overall deficit of £6,390 after tax.

Income & Expenditure account: (See Page 6 of Annual Report and Financial Statements)

Sales income for the year fell to £453,402, against £496,738 in the previous year. With interest rates staying low, we received a similar amount to the previous year at £3,563.

Administration expenses: (See Page 6 of Annual Report and Financial Statements)

Overall Administration Expenses were up at £464,864 against £437,534 last year mainly due to the addition of the awards to the budget. However, the costs come in well below the budgeted expenses for the year.

The main savings were due to the delivery of courses being handled by the staff of the secretariat, rather than outsourced as per previous years.

Auditor's fees were increased by £75 against the previous year (see note 2).

Despite income being lower than expected, the balanced expenses meant a small pre-tax deficit was made of £7,899.

The inaugural awards went exceptionally well for the first year, bringing in an additional income of £30,850 against an expense of £34,643.

A tax rebate of £1,509 leaves a net deficit of £6,390.

Balance sheet & Reserves (see page 6 of Annual Report and Financial Statements)

The Association's fixed assets have been written down to just £1,051 (see note 4 and 5).

Our Current Assets were £472,103 with a total of £249,002 in our bank accounts at the end of the year, compared to £266,712 at the end of last year (see note 6).

Our Creditors were £190,585, with an accrued income of £155,317, which includes the 2018 subscriptions (invoiced in December as per note 7).

This left Net Assets and Reserves of £282,569 at the end of December 2017.

Proposer: Robert Shoebridge, W H Shoebridge

Seconder: Shaun Sutton, Central Group

All were in favour and the report accepted.

6. AUDITORS:

To reappoint the Auditors, Rogers Spencer and Co. of Nottingham for the ensuing year.

Proposer: Gary Downes, AEMT President

Seconder: Matt Brown, AEMT Treasurer

All were in favour and the report accepted.

7. SUBSCRIPTIONS:

To consider the council's proposal for an increase in the membership subscription rate by the rate of inflation for 2019, as previously minuted in the articles of association.

No other proposals were put forward, so the motion carried forward as normal.

8. ELECTION OF OFFICERS:

It is written into the constitution that the council elects the honorary officers, but it is our practice to invite the members present at the AGM to support the Council's choice for the following:

The Officers of the AEMT for 2018/2019:

President	Mr. Gary Downes	<i>Solutions in IT Ltd</i>
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All were in favour

Vice President	Mr. David Hawley	<i>ABB</i>
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Junior Vice President	Mr. Chris Powles	<i>Sulzer</i>
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Treasurer	Mr. Shaun Sutton	<i>Central Group</i>
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Immediate Past President:	Mr Graham Brooker	<i>Wilson Electric Ltd</i>
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All were in favour

9. OTHER COUNCIL MEMBERS:

The Regional Representatives and Chairman of the Associates are Members of the Council by co-option are:

Regional Chairman, South East Asia	Mr. Matt Brown	<i>Maser & Quartzelec Services Sdn. Bhd</i>
Chairman of the Associates	Mr. Simon Swallow	<i>Rotary Engineering</i>
Region: UK	Tom Beatson	<i>Beatson's Fans and Motors</i>
Region: Republic of Ireland	Mr. Derry Sheehan	<i>Avonmore Electrical</i>
Other Associate Members:	Mr. Dennis Rawle	<i>Exalto (part of Graphalloy)</i>

All were in favour

10. **COUNCIL MEMBERS RETIRING BY ROTATION:**

It is written in our constitution that except for those members holding office, one third of the council members retire by rotation.

Region: UK	Mr. Matt Fletcher	<i>Fletcher Moorland</i>
	Mr. Simon Brooks	<i>Rotamec Ltd</i>
Region: N. Ireland	Tom Grant	GES Group
Region: Scotland	Mr. Len Jones	<i>Parsons Peebles</i>

Of the Council members retiring by rotation, Mr Simon Brooks has requested not to be re-elected. Do I have a proposer to propose that we re-elect Matt Fletcher, Len Jones, and Tom Grant to continue as members of Council for another term.

Proposer: Shaun Sutton, Central Group

Seconder: Robert Shoebridge, W H Shoebridge

All were in favour and the results accepted.

11. NEW COUNCIL MEMBERS

The following members offer themselves for election and endorsement by the members to join the council of the AEMT.

Region: UK	Chris Powles	Sulzer
	James Stevens	Preformed Windings
Associate	David Hawley	ABB

Proposer: Matt Fletcher, Fletcher Moorland

Seconder: Mark Robinson, WES

All were in favour and the results accepted.

12. ANY OTHER BUSINESS

Robert Shoebridge nominated Mike Trigg, and Peter Ryder to become honorary members of the Association. Both candidates will be discussed at the next Council Meeting in September.