



UK CHAPTER AGM MEETING MINUTES

FROM AGM HELD AT JAGUAR ENGINEERING CENTRE, WHITLEY
ON
Wednesday 1st April 2009

Order of Events:

- 10:00 Meet at Powertrain Conference Room for coffee
10:30 Initial SAWE Meeting to discuss SAWE matters / Presentation by
HOST
- Presentations by SAWE UK Members
Discussion of Questionnaire
Meeting SAWE UK members wants & needs
Website Update
Other Projects
AOB
- 13:00 Lunch
14:00 Guided Tour of Jaguar Engineering Centre - local tour of servo hydraulic lab and a demonstration of mass property measurement of a Freelander engine and gearbox. Further presentations of mass properties activities at Jaguar/LandRover.

Meeting Agenda

1. Those Present
2. Apologies for absence
3. Introduction by Chapter Director
4. Announcement of Approval of Minutes of the AGM 2008 and 29th October 2008 Meeting
5. Directors Report
6. President's Report
7. Vice President's Report
8. Secretary's Report
9. Treasurers Report
10. Nominations / Voting of UK Chapter Officers for 2009/2010
11. Chapter Projects
12. AOB
13. Future Meetings Venues & Dates



Minutes

1. Those Present

Members: Alex Wells, Jag Grewal (Secretary), Neil Dewey (Treasurer), Clint Bower (Director), Ian Kellaway, Steve Cook (Vice President), Nick Bottomley, Tom Farncombe, Giles Bellamy, Kevin Carter.

2. Apologies for absence

Gordon Murray (President), Andrew Haworth, Darren Gamble, Mick Steel, Clint Jones, Hugh Wilson, Mike Bruce-Burgess, Nick Morton, Phil Baker, Brian Carrington, Tony Chapman, Gerry Cooper, Geoff Silsbury.

3. Introduction by Chapter Director

The Director welcomed all those present and thanked them for attending the meeting. A special Thank You was extended to Ian Kellaway and Jaguar/LandRover for hosting the meeting and providing refreshments.

There was a brief introduction from all attendees on who they were and what they did.

4. Minutes of the AGM 2008

The minutes of the 2008 AGM were accepted as a true record of that meeting. The minutes of the October 2008 meeting were accepted as a true record of that meeting.

5. Directors Report

Well the first year as the Director of the UK Chapter has been somewhat of an eye opener - I now realize how much hard work Alex put in behind the scenes to get people involved. It seems that despite everybody's enthusiasm when meeting face to face it becomes even harder to convince their companies to allow them to participate more fully in the SAWE UK Chapter activities. My first meeting we had approx 18 people attend, which represented about a 1/3 of the membership – the expectation for this AGM is not so great – possible 8-10 people – if weather and luck stay on our side.

We have made limited progress on the website but we are moving in the right direction and with the help and support from all our members it can be a useful tool in today's work environment. Subject to acceptance at this AGM, the goal would be to have the SAWE UK website up and running inside the next few weeks – once launched I would like to see some of our other projects move forward such as the Student Papers. We have a great opportunity here in the UK to meet with our peers and learn from all of our experiences – the problem is getting the time to communicate this to each other.

I have taken on board some of the comments made at the previous meeting and our next meeting will be held in the North of the UK and I will be looking for our Northern members to step forward and volunteer their company to host a meeting. I thank Jaguar and Landrover and Ian for organizing today – without members such as these the UK society would have ceased to exist a long time ago.

Incidentally I have been approached by the main society to hold an International Conference in 2012 – I have said NO – however if any member wishes to discuss this further please feel free to contact me.

Clint Bower

SAWE UK Director

Tel: 07787 542226



6. President's Report

No written report tabled. President was absent – however, Jag Grewal apologised for Gordon Murray's absence due to other pressing work commitments.

7. Vice President's Report

Steve Cook is willing to continue as VP in the lieu of no nominations for his position.

8. Secretary's Report

Jag Grewal had nothing major to report but thanked Ian Kellaway for hosting and arranging the AGM.

9. Treasurers Report

Accounts published (please see attached on next page) generally SAWE UK is in a healthy position; membership numbers are **DOWN** to 42.

Due to the worsening of £ vs \$ exchange rates - membership fees have increased from £26 to £33.

The group discussed the possibility of moving to a 'High Interest Treasurers Account'. However, the consensus was that it probably would not be of any real benefit.



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Summary of UK SAWE - Treasurers Report

Prepared for the 30th Mar 09

Year 08-09

New Members: 4
Members 30
Rtd Members: 7
Life Time Member 1

08 - 09	07 - 08	06 - 07	05 - 06	04 - 05
42	50	45	49	46

<i>Description</i>	<i>Credit</i>	<i>Debit</i>
Total in account on 30th Mar 08	£3,577.07	
USA Roster Membership (Paid to UK)	£830.80	
Payment 1 Total		£420.12
Payment 2 Total		£79.31
Payment 3 Total		£63.18
Note - Some Members now join online		
Other Expenses Incurred for the year: -		
Stamps & Stationary		£26.00
UK Chapter AGM - Apr 2008 (Leeds Uni)		£58.40
UK Chapter Meeting - Oct 2008 (LOADMASTERS)		£75.00
Total donations - with thanks to: - Terry Hares Larry Crook Thomas Macdonald	19.00	
Total in account on 30th Mar 09	£3,704.86	
No Adjustments required		



10. Nominations / Voting of UK Chapter Officers for 2009/2010.

In the absence of any new nominations, the current committee agreed to continue in their current roles.

Hence, to summarise the committee will be: -

Director:	Clint Bower	<i>(till 2010)</i>
Treasurer:	Neil Dewey	<i>To continue in this role</i>
	Proposed : JG	Seconded : SC
Secretary:	Jag Grewal	<i>To continue in this role</i>
	Proposed : KC	Seconded : TF
President:	Gordon Murray	<i>To continue in this role</i>
	Proposed : AW	Seconded : JG
Vice President:	Steve Cook	<i>To continue in this role</i>
	Proposed : KC	Seconded : TF

11. Chapter Projects

Website

Tom Farncombe and Clint Bower gave an update on the progress of the new website. 3 quotes were received – the cheapest being approx. £6000.

Tom visited one of the companies in London – on the whole he felt that they were 'not interested in small jobs like these'.

Clint then contacted the SAWE webmaster – questions were asked whether it would be feasible to utilise the SAWE International website as the platform for the SAWE UK website. The SAWE webmaster agreed to this.

The proposal was tabled at the AGM – attending members unanimously agreed to accept this.

Attending members were asked about the specification of the website. Much discussion ensued. It was agreed to use the same format as the International website, which members found easy to navigate around and very useful.

Tom to contact SAWE webmaster to work on format of SAWE UK homepage.

Basic web page to be loaded – feedback/evaluation required from members.

Action: TF/CB/ALL

Student Paper Competition

It is still deemed to be a very good idea but needs constant management until the idea is running. Clint Bower will work with the committee to help manage this project for the next International Conference

Action: CB/ SC/PW

No other chapter projects were tabled.



Presentations

'The Measuring, Management, Manipulation and Mimicry of Mass Metrics as applied to Automotive or Related Assemblies' by Ian Kellaway.

The presentation entitled "Living with Inertia" gave an overview the measuring, management, manipulation and mimicking of mass metrics as applied to automotive assemblies. In the pursuit of including drive line loads to vehicles on a hydraulic road simulator, a rotary actuator needs to be packaged so that it is inertially identical to the components it replaces (ie engine with gearbox). This is done first by measuring the components, calculating the inertia of the base assembly and using a computer of ballasting to get mass, CofG and tensors the same. A multi-axis trifilar and a spread sheet with matrix enhancements assisted.

This was a very enjoyable, thought provoking presentation by our host. Real life models were shown during the tour of the facilities after lunch.



Attendees being shown a model of a trifilar suspension system in the Jaguar/LandRover workshop.

12. AOB

No other business was discussed



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13. Future Meeting Dates & Venues

The venues for future SAWE UK meetings were discussed.

The aim is to maintain at least 2 meetings per year with an increased level of communication in between the meetings. These meetings would rotate between North & South locations – to encourage maximum attendance.

The date for the next SAWE meeting has been confirmed as Wednesday 14th October 2009 – it is hoped that this will be at RAF Waddington or RAF Coningsby – venue details & meeting agenda to be confirmed by Kevin Carter. Please put this date in your diaries and spread the word!

Another date for your diaries is the proposed next AGM date of 24th March 2010. Venue to be confirmed.

The meeting closed with a guided tour of some of the Jaguar/Landrover workshops.