

SPE WA Board Minutes of Meeting

Meeting Date: 4/12/2019 4:00 PM

Location: Helvetica - Rear, 101 St Georges Terrace, Perth WA 6000

1.0 OPENING OF MEETING & APOLOGIES

Open 16:00

Apologies; David Evans; Lina Velosa; Anel Garapova; Claudio Pellegrini; Dan Pickering; Dean Manifis

2.0 ACTIONS

Create a 2020 plan for your committee group

Update inter SOC calendar with your events

Technical program need YP & Student Chapter volunteers for AOG Booth

Student chapter needs some YP Material to promote SPE to graduates

3.0 CHAIRPERSON UPDATE

Scholarships: Students should receive before Christmas.

Event Marketing and Promotion Process has been created.

Goals for the upcoming month:

2020 Provisional Calendar:

- e.g. 10 Facility group meetings

Finalising Industry Ball agreement with PCWA.

SPE Drilling Group Discussions.

4.0 TREASURER REPORT

Absent

5.0 ITEMS RAISED DURING MEETING

Claudio - Professional Development

8 Professional Development events planned for 2020.

- BHP has offered sponsorship and use of their atrium.
- Thanks to Dean F for lining up the first keynote speaker.
- Looking to set up the first event in January.

Mentoring program: wraps up this month.

Dan - Social

- Where is the Christmas Sundowner? Will work on a January sundowner.
- Tech / Social Sundowner has been postponed until 2020

Matt - APOGCE

Teleconference with SPE KL on progress for technical programme and conduct committee progress.

Advancing Chevron papers through approvals. Looking to promote the submission of Australian papers in the next month.

Advancing sponsorship through approvals.

Dean F - Facilities

- Successful learning and networking event.
- Pursuing sponsorship for 2020 (with assistance from Steve). Concern is landing 2020 sponsorship, to ensure cost neutral 2020 facility group event program.
- Commenced planning for Facilities group input to AOG

Goals for next month:

- Planning workshop for 2020.
- Follow up on 2020 sponsorship.
- Some R&R over holiday period.

George - YP's (on the behalf of Dave)

YP Gala:

- Venue decided - Perth Rowing Club (next to Lucky Shag)
- Intended Gala date in April is not available, looking to book first week of May (2nd) at this stage. Confirm that May is not edging towards industry Gala and no event conflicts.
Should be a good date
- Currently producing sponsorship EOI material for the Gala

Tech 101's:

- Host December Tech 101 event on the 16th - Speaker is: Francis Norman is NERA (National Energy Resources Australia) General Manager, Innovation and Strategy. Topic: Preparing Australia's Future Oil and Gas Workforce.
- Currently looking for a speaker for Feb 2020

Lawn bowls venue being unresponsive (hoping to confirm date in Feb).

- **Check out: Perth and tattersalls bowling & recreation club**

Jeff - Technical

Jeff is talking over Anel's position as Technical Chair while she is on maternity leave.

Progressing with the sessions and speakers for the AOG 2020 Knowledge Forum SPE Day.

Completed Nov Technical Luncheon DL Bruce James

Goals for next month:

- Finalise all AOG 2020 speakers and sent to conference organiser. Looking to coordinate the AOG 2020 SPE full day event with SPE WA YP committee and Student Chapters on organising the marketing materials and manning plan.
- Hold the Dec Technical Luncheon.
- Planning for monthly technical luncheon and evening events in Q1 2020

While focusing on finalizing the AOG 2020 conference technical program with all speakers, limited time and effort have been spent on next year's monthly event planning.

Looking for help with the following:

- Venue selection for holding next year's monthly technical luncheons and evening event starting from next Feb.
- Perth Mint medallion ordering for all AOG 2020 speakers.
- AOG booth marketing material and manning plan.

- Confirmation on any potential expense opportunities on AOG interstate speakers from Melbourne.
- Confirmation on next year DL plan with any guideline on the expenses of flight/accommodation etc.

UWA Student chapter:

- Planning for next year
- Want to help get the ECU Chapter Started

Emily - Gender Diversity Lead

- Diversity in SPE survey gave us some good ideas. Will distribute; there is some good information that will help tailor events in the future.

Social Update:

Tech / Social Sundowner has been postponed til 2020

Golf day brought in \$1513