

# BOARD MEETING AGENDA

13:00 – 16:30, Monday 13<sup>th</sup> May 2013 – Boots, Nottingham



## 1.0 - Introduction (30 minutes)

- 1.1 - Recording Secretary
- 1.2 - Apologies
- 1.3 - Introductions & Expectations
- 1.4 - Reconfirm Agenda

## 2.0 - EMA Governance (30 minutes)

- 2.1 - Actions / Minutes of last meeting

<http://www.theema.org.uk/wp-content/uploads/2013/05/EMA-Board-Meeting-280213-Minutes.pdf>

<http://www.theema.org.uk/wp-content/uploads/2013/05/EMA-Board-Meeting-280213-Actions.pdf>

- 2.2 - Board Roles – Chairman & Board Members. Term of roles (2 or 3 yrs, ½ or 1/3 relected each year) & process for election

- 2.3 – Membership

<http://www.theema.org.uk/wp-content/uploads/2013/05/EMA-Members-07-05-13.pdf>

- 2.4 - Financial Report & Draft Business Plan

<http://www.theema.org.uk/wp-content/uploads/2013/05/EMA-Business-Plan-07-05-13.pdf>

## 3.0 – EMA Strategy (2 hours) Reports for items 3.2 to 3.7 are to be circulated prior to the meeting

- 3.1 - Reconfirm the long term ain of the EMA – [EMA has the goal of promoting the standing of Energy Managers and creating a career structure in Energy Management.]

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3.2 - Conferences & Member Meetings – (Alec Falconer)

3.3 - Low Energy Company (LEC) – (Rupert Redesdale)

<http://www.theema.org.uk/wp-content/uploads/2013/05/Low-Energy-Company-4.0.pdf>

3.4 – Member Services - (Alec Falconer)

- Website / Forum / Energy Demand
- Member Guides

<http://www.theema.org.uk/wp-content/uploads/2013/05/Martin-Hills-Dealing-with-Suppliers-1.1.pdf>

<http://www.theema.org.uk/wp-content/uploads/2013/05/Martin-Hills-Supplier-Pass-Through-Charges.pdf>

- What do EMA members want from the EMA?

3.5 - EU Skills

<http://www.theema.org.uk/wp-content/uploads/2013/05/L1-EMA-Training-Specification.pdf>

<http://www.theema.org.uk/wp-content/uploads/2013/05/L2-EMA-Training-Specification.pdf>

3.6 – Working Party updates

3.7 – CMA progress report

## 4.0 - Conclusion

4.1 - A.O.B., Expectations met?

4.3 - Date of future meetings