Annual General Meeting of the UKIEG Tuesday 4th June 2013 at the Department of Health, London

Meeting minutes

Attendees: Committee members and attendees at the scientific conference.

1   Welcome and Chairman's Report

The UKIEG Chair (Marcella Ucci, MU) thanked members for attending and gave a summary of the history of the UKIEG, its focus and some highlights on its 10th anniversary.

MU also provided an update of activities over the preceding year including the New LinkedIn group, the forthcoming website update (www.ukieg.org) and the UKIEG Ambassadors initiative. Members would still continue to receive email updates direct from the UKIEG, but the LinkedIn group should be seen as a forum for discussion and a tool to invite others to be involved in the group.

Membership currently stands at around 250 with members from a variety of backgrounds. Leading to a diverse group containing healthcare professionals, public health professionals, architects, environmental scientists, specialists in air pollution, noise pollution, lighting, thermal comfort, ventilation, health and safety, allergy, building engineers and construction professionals, members of government departments.

Links to other likeminded groups such as CIBSE, Good Homes Alliance (GHA) and Housing LIN had been strengthened via the UKIEG Ambassadors scheme.

In closing this section MU gave an overview of the previous 9 conferences emphasizing the differences in focus with wide ranging topics covered at different time and based often on suggestions from the membership. In addition the UKIEG had previously been the beneficiary of network funding for research (Welline project).

2.   Status of Committee Membership

Current committee members were thanked for their contribution over the last year.
MU position as Chair was ratified (having been previously proposed during the 2012 event during which MU was on leave) as chair and DC-C was re-elected. New co-opted members (CY, JG and CS) were introduced and the appointments were proposed, seconded and carried by the membership.
Therefore the new membership is as follows:

Name	First Elected	Second Election	Third Election	(Role)
Marcella Ucci, UCL	2006	2009	2013	Chair (2012, ratified in 2013)
Derrick Crump, Cranfield University	2008	2011	(2014)	Vice-Chair (2012)
Isabella Myers, PHE / Imperial	2005	2008	2011	Secretary
Paul Harrison, PTCH Consultancy	2005	2008	2011	
Derek Clements-Croome, Reading University	2007	2010	2013	
Karen Galea, IOM	2012	(2015)		
Robert Greene, A2Dominiion Group	2012	(2015)		
Chuck Yu, ISBE	2013	(2016)		
Jonathan Grigg, Queen Mary University of London	2013	(2016)		
Clive Shrubsole, UCL	2013	(2016)		

It was confirmed that the UKIEG currently had a full committee, but that members were free to propose others in the future.

3. Changes to constitution

Members will recall that changes to the constitution in 2011 such that;

7.1 The vice chairman should be chairman elect.
8.3 Officers and Ordinary Members of the Committee shall be elected for a period of three years *and a maximum of 2 further terms subject to re-election*

It was highlighted that the amendment 7.1 was contradictory as the Constitution states that Committee Officers shall be elected by members, and that by limiting the terms of office of members the committee, there was a real danger of losing valuable experience and expertise. As such the following proposed changes were tabled:

7.1 The vice chairman should be chairman elect *should be removed from the constitution.*
8.3 Officers and Ordinary Members of the Committee shall be elected for a period of three years per term *with no limit on the maximum number of terms served on the Committee.*

These changes were proposed and carried by the members.

4.   Topics for the next UKIEG annual conference

Some suggestions from the floor included:
- Trade off of current carbon reduction policies and unintended consequences
- Impacts of green materials and relevant standards/practice
- Overview/review of monitoring techniques.

In addition, the presence of posters with topics of an international flavour raised the issue of whether future conferences should include topics with an international focus? After a discussion it was concluded that such research would add a valuable contribution and would not dilute our focus, but that we could learn valuable lessons from other countries, for example in the case of MVHRs from Sweden who had extensive experience with this 'new' technology. The suggestion was carried by the membership.

MU reminded members to fill in the delegate feedback form with any further topic suggestions.

5.   Venue for the next UKIEG annual conference

MU acknowledged the kind support of the Department of Health in the provision of a room and this helped to keep costs as low as possible. Members were reminded of the fact that it was critical to keep conference fees low and the danger of some propositions from the floor e.g. using the ACEB could be prohibitive.

There was general agreement with the suggestion that meetings in London may attract more delegates, however it was also proposed that a more northerly location may be appropriate next year. A member from Leeds University offered to investigate the use of their facilities and this was agreed. In the meantime members were asked to consider venues and contact the secretary with any further suggestions.

6.   Links with International Groups
A brief discussion on linking with International Groups concluded with Paul Harrison volunteering to enquire about opportunities for linking up with ISIAQ, and Frank Mills volunteering to act as link with ASHRAE.

7.   AOB: motions/Comments from the floor

Tom McNeal has produced a preliminary database of monitoring equipment which could potentially be used and further expanded by members. MU suggested the database could be made available to members via the LinkedIn Group and the access would be discussed

outside of the meeting, with members being informed by email in due course of the decision and progress made.

The chairman thanked everyone for attending, and Isabella Myers especially for her role in organising the Conference with the support from DH and PHE, and closed the meeting.