

**MINUTES OF THE COMMITTEE MEETING OF THE MANCHESTER MARINE
INSURANCE ASSOCIATION HELD AT THE ROYAL AND SUNALLIANCE OFFICES
31 JANUARY 2005**

Present

Ian Harrison (Chairman), Siobhan McDermott, George Dawson, Mike McFarlane,
Joe O'Hanlon, Chris Riley, Peter McClelland.

1. Apologies

Matt Drinkwater, Peter Jackson

2. Previous Minutes

Minutes of meeting dated 12th November 2004 – no amendments noted and signed by
Chairman.

3. Matters Arising

Christmas Lunch 2004

It was agreed that the Christmas lunch was well turned out and was a success. Freemasons
has been booked for Thursday 8th December 2005 for Christmas lunch.

Education

PMc confirmed that Bob Emanuel of Claims and Recoveries has offered his services for
future educational events.

4. Finance

MMIA statement of account up to 31st December 2004.

Balance as of the 31st December 2004 was £5,128.86 of which £720.00 is charity money.

| | |
|-----------------------|---------------------------------|
| Amount to be paid in: | £425.00 subs, golf day, seminar |
| | £40.00 charity donation |

| | |
|----------------------------------|--|
| Amount to be paid out (General): | £54.95 – speakers accommodation – educational 7/12/04 |
|----------------------------------|--|

| | |
|--------------------------------|---------|
| Money owed to the Association: | £125.00 |
|--------------------------------|---------|

Therefore APPROX true balance of the account is £5,663.91 (of which £760.00 is charity
money).

THESE AMOUNTS DO NOT INCLUDE THE 2004 XMAS LUNCH

5. AGM

It was agreed that the website is to be used to disseminate the Annual Report, Chairman's Statement but it was agreed to have a hand out of the Accounts available at the AGM.

It was agreed that Committee Minutes and Accounts are to be posted onto the website but access to these should be for Association members only. JO'H to ask MD about the possibility of a members only area on the site.

It was agreed a few articles are to be included in the Annual Report.
Sports and Social report by MMcF/SMcD including the Liverpool golf.
Education report by PMc including the Seminar at LCCC.
Major casualties – IH to ask Neil Bannatyne for details.

Deadline for draft wordings was agreed as 1 March 2005. All proof wordings to be e-mailed to JO'H for re-circulation to Committee.

Nomination for Committee Members form to be circulated by JO'H week commencing 7 February 2005.

Notice to Call circulated by JO'H week commencing 14 February 2005.

JO'H to arrange buffet lunch with Freemasons Hall.

6. Dinner

It was confirmed that two after dinner speakers have been booked, David Wareing of Hill Dickinson and the main speaker, Mr Nick Butcher, a solicitor from Norwich.

A cheque should be available on the night of the dinner to pay the speaker.

It was confirmed that numbers would be near the 400 mark for the 2005 dinner.

Concerns were raised regarding the sound problems for guests sitting at the back of the room. IH is to speak with the Midland to see if there is any form of solution.

IH to formally write to all top table guests.

7. Education

PMc expressed his disappointment to the turnout for the lecture by Anna Snowden . The topic was aimed at the younger members of the Association however it was more the older contingent that attended. Even though it was a small turnout, PMc confirmed that Anna Snowden is willing to come back and do another presentation.

The Hides and Skins seminar at LCCC was a great success and it was suggested that this may have been due to the modern surroundings.

It was suggested using Company offices to host future educational events, which could have an impact on future turnouts. SMcD to look into the cost of room hire.

The idea of setting up one overall mailbox to include all employees of Association members was discussed. This would make sure that details of all future MMIA events would reach every member of the Association and their employees. JO'H to e-mail contact details to SMcD. SMcD to contact members of the association for employees names and contact details.

It was agreed to organise another mini lecture to be held in mid April. Look to start at 10.30am and finish at 12.00pm, maximum 50 attendees.

8. Sports and Social

MMcF confirmed the golf is booked for Monday 19 September 2005. Venue is requesting a deposit. MMcF to speak with Janice Burgess at Dunham Massey and ask how much they require, MMcF to then request cheque from CR.

MMcF to book the 2006 golf day for a Thursday .

SMcD to organise a Ten Pin Bowling night at East Didsbury bowling alley. End of February 2005 and SMcD to circulate details to members.

9. Any Other Business

It was agreed that the Association would continue to support its nominated charities.

IH to speak with Neil Atkinson regarding obtaining copies of the ex Chairman team photograph taken at the Centenary dinner.

JO'H to request education prize nominations from members.

Date of next Committee meeting proposed for early March 2005