Chevron UK Pensioners' Association.

Minutes of the Committee Meeting held on Thursday 14th July 2011, 11:30 hrs
The Medical Society of London, 11 Chandos Street, London W1.

Item	Issue for Consideration	Purpose	Leader	Discussion	Action
1	**Welcome, apologies for absence -**	List for meeting minutes	DAH	Apologies recieved from Chris Morris	
2	**Minutes of last meeting -** Wednesday, 2 February 2011	Approval - receive any comments/ amendments - Chairman to sign off	DL/DAH	Approved	
3	**Matters arising from previous minutes** All outstanding issues will be dealt with during this meeting unless anyone has anything additional to bring up at this time	Discuss/clarify/resolve	DAH	Ongoing	
4	**Treasurer's Report** a) Update on Financial situation	Update to Committee	DMP	Report year to date 25/06/11 Income £4,744; Expenditure £3,383; Balance £9,577 Anticipate small deficit on current finacial year ending September .	
	b) Update on Membership			Total membership 1025. Dissappointing response from mail to deferreds. 14/3000 Hope that Valerons will stay with us. Insight article?	DMP/RM
	c) Update on costs - Newsletters, Meetings, Expenses etc			Anticipate higher travel and postage costs.	
	d) Any other cost/expense items anticipated or requiring further review in 2011?			Mileage rate increased to 40p Full Audit planned October2011	NTJ
5	**Chevron Issues:**		DAH/All		
	A) Report on meeting with Chevron: i) 26 April 2011 at Canary Wharf	Update to committee - questions?		Meeting attended by DAH,DAL,DMP	
	ii) Discuss any issues from this meeting?	Discussion	DAH/All	Very comprhensive meeting notes issued by DAH	
	iii) Any follow-up actions from this meeting?		All	JVDV has requested Association input on how long hard copy payslips should be retained. Consider using Insight to canvass members	RM
	iv) Jos Van Der Velden attending our meeting today	Discussion		Main topics are supplementation and Chevron reorganisation	
	B) Letters to Chevron?: i) Do we need to be writing to Chevron at present?	Committee to decide, if and topic	DAH/All	Wait till we have clearer definition on company re-structure and internal sponsorhip of the Pension Plan.	DAH
	ii) Date for next meeting with Chevron -	Might need to be sooner if staff substantially change?		Ongoing	DAH

	iii) Attendees for possible meeting?	Worked well with DMP/DAL/DAH Decide who might be available/when?	All	Ongoing	DAH
	iv) Meeting in Aberdeen?	New MD in Aberdeen, DAH to arrange meeting?	DAH	New MD is Ms Brenda Dulaney (from Australia)	DAH
	C) Welfare Programme:	All to review and discuss			
	i) Attendance at LCP meetings this Spring?	Any new issues to report/discuss?	All	Both Regions report pressure on Budgets	
	ii) How many LCP's do we now have?		All	Four committee members are LCP's : DAH,DMP,NTJ&TW	
	D) Company Website Changes				
	See later Agenda item				
	E) Any other ideas for future action?	Any future topics to consider?	All		
6	**Forward Plan - Association**	Discuss proposals	DAH/All		
	A) Connecting with present employees: (Strategy item 3)			Agreed to proceed 'Pensioners Survey 2011'developed by JC	JC/All
	i) Review impact/progress with 'Questions' sheet?	Report progress on this issue	JC/All	Decided to hold this years sheet till contacts are established with new organisation. Could include Valero for deferreds.	JC
	ii) Any further changes/updates required?		All		
	B) Association Strategy: (strategy items)				
	4. Communication with AON	Brief review of progress	DMP/NTJ		
	5. Institutional Knowledge	Brief review of progress	CM/DMP		
	6. List of achievements/frustrations	Brief review of progress	CM/DMP		
	7. Record/benchmark progress	Brief review of progress	CM/DMP		
	8. Talk to somebody else - oil companies	Brief review of progress	DMP/NTJ		
	9. Learn from other Associations	Brief review of progress	DMP/NTJ		
	10. Pension education for new Managers	Brief review of progress	DAH/JC		
	11. Liaise with very elderly pensioners on hardship issues	Brief review of progress	SR/DMP/ RM/NTJ		
	12. Continued Data Protection Issues	Brief review of progress	DAH		
	13. Updated list of Company contacts	Brief review of progress	All	Appended to these Minutes	
	C) Association Committee 2011				
	i) Ted Williams coopted onto committee February 2011 - stand for election at AGM?	Committee/TW to discuss	All	TW willing to stand. Nomination form requiredpre AGM	TW
	ii) Identify committee members standing down at end of 3 year term	Morris/Higgins due to retire		Both willing to restand. Nomination forms required pre AGM	DAH /CM
	iii) Identify any new Committee members for future - to approach for election 2011 or co-opt later?	Any names to hand?			

	iv) this makes 9 people on committee - are we comfortable with this number for season 2011/2012?	All in agreement?		Agreed	
	v) Any other committee items?	Any other ideas, thoughts?			
	D) Skype Meetings in future				
	i) Agreed at last meeting to consider trial Skype meeting in February 2012?	Is this still a real practical solution?	DMP/All	Opinions vary on the merits of this proposal.	
	ii) Need some definite further trials before trying this for real?	Can we do this - who will take this on?		Agreed trial run this Autumn post AGM If successful will consider doing the next February meeting.	DMP
	iii) Need to assess how easy/reliable it is for everyone to join in on the day?	No good if cannot be relied upon?			
	iv) If agree to this and it fails, then we will need to agree a real meeting in late Feb/March?	Need to ensure most available at possibly shorter notice for meeting?			
	v) Are we agreed to give this a try?	Decide at least to give it a try?			
	vi) Any other Skype type issues to discuss?				
	E) CUKPA AGM 2010		DAH/All		
	a) Date and venue for AGM 2011?	London or area Company lunch?	DMP/DL/All	AGM fixed for 22nd September. Croydon Park Hotel	
	b) Timing of AGM?	Depends on which lunch?			
	c) Consider any cost implications for AGM? (Review costs from 2010 AGM)	Room costs in hotel etc?	DMP/DL/All		
	d) AGM Paperwork for inclusion in next edition of Newsletter?	Secretary/Editor to handle	DL/DM	Last years Minutes and nomination forms.	DAL/RM
	e) Any other preliminary AGM issues?	Anything else to think about now?	All		
	G) Surplus funding				
	i) Continue to consider surplus funding as raised at AGM 2009?	Discussion/decision	DAH/All	Anticipate drawing down surplus against future expense increase.	
	ii) Any further software, aspects to assist Association/committee?	Discussion	DMP/All		
	iii) Anything further for handovers, disaster planning etc?	Discussion	DMP/All		
	iv) Seek/develop any ideas for this?	How/who/when/how much?	DMP/All		
7	**Association Spring 2011 Newsletter -**				
	a) Any feedback from last issue?	Any letters to the Editor?	DM/All		
	b) Actual date of next issue, with developed back-dated deadlines	Develop deadlines/dates	DM	Urgent due to early AGM date.Publication due 1st September	RM
	c) Articles to include in next issue?	Everyone to contribute?	DM/All	Articles required by 10th August	
	d) Anything else to discuss?				
8	**Association Website -**		DMP/All		
	a) Progress report on progress with Company's new website for pensioners?	DMP to report back	DMP	Only 900 sign ups to Company website. Potential pensioner /employee number is 2000 Article for Insight to encourage members	DMP/RM
	b) Questions from committee?		DMP/All	Additional software approved if needed	DMP
9	Visit by Mr Jos Van Der Velden, Chevron	Advise committee on procedures for Company pensions supplementations Meet committee members			
10	**Other Pensions Issues -**				

	a) Any other pensions issues that we may wish to raise and discuss	Any other issues for discussion?	All	Monitor the Professional Pensions website for general issues that may be relevant. An interesting court action in progress re S&N/Heineken breweries merger terms.	NTJ/JOD
11	**Any other business?**	Raise any additional issues	All	Chairman repoted that he understood 'Equitable' compensation had started.	
12	**Next Committee Meeting?**				
	Date - time - location?	Next meeting -February 2012	All	Medical Society room booked Wednesday 8th February 2010	
		Physical or Skype meeting?	All	Depends on trial run	
13	Close of meeting -			Formal meeting closed at 14:00 hrs. This was followed by an open session with Jos Van Der Velden (Chevron) discussing pensions issues and company re-organisation. Close 16:00 hrs.	

Appendix; Updated list of company contacts

John Watson, Chairman of the Board
Jay Prior, VP Corporate Business Development
John Gass, Corporate VP and President, Chevron Global Gas
Joe W Layman, VP HR
Charles A Taylor, VP HES
John W MacDonald, VP, Chief Technology Officer
Michael K Wirth, Exec VP, Global Downstream
Rhonda I Zygochi, VP, Policy, Government and Public Affairs
Taryn Shawstad
Jos Van Der Velden
Dave Medler
Ashley Sanders

dal17/07/2011