BOARD MEETING AND GENERAL MEETING
March 25th 2018 – 16:00 to 18:00
NOVOTEL Centre Vieux Nice – 8/10 esplanade du Parvis de l’Europe - 06300 Nice (France)

Attendance

Full members

Attend in person
AAPA Australia Erik Denneman Contact for IBEF
AEMA USA & Canada Gaylon Baumgardner Contact for IBEF
AMAAC Mexico Raymundo Benitez Lopez President
ATEB Spain F. José Lucas Ochoa President
  Luis Lozano Representative
  Maria del Mar Colas Past President
REA United Kingdom Siobhan Mc Kelvey
SABITA South Africa Saied Solomons Chief Operating Officer
SFERB France François Chaignon President
  Christine Leroy Secretary
SITEB Italy Carlo Giavarini Past President
Hindustan Colas India Sajikumar E.B. Representative
  Avdesh Singh Representative
  Xavier Guyot Representative
  Narawut Thongphoem Representative
  Soranard Nantamontry Representative
Tipco Thailand

Represented with proxy
JEAA Japan Obata Manabu President
RAD Russia Yuri Kokush General Director
OOMS Netherlands Arian de Bondt Director

Associate members
BTC Europe GmbH Germany Franz Saif Representative
Fayat France Maela Samson Representative
Ingevity USA Andrew Crow Representative
  Carlos Rif Representative
Iterchimica Italy Alessandro Giannattasio Representative

IBEF executive committee
Siobhan Mc Kelvey President
Maria del Mar Colas Vice President
Jean-Claude Roffé Past President
Étienne le Bouteiller Executive Director
Catherine Fouchard Executive Secretary
Introduction

Siobhan McKelvey chairs the meeting.

All attendees introduce themselves and the President especially welcomes Alessandro Giannattasio from Iterchimica Italy as a new IBEF associate member.

1/ Approval of minutes of the meeting held on 28th February 2017

The minutes are presented by Étienne Le Bouteiller and unanimously approved.

2/ Approval of the 2017 accounts

2017 accounts (appendix 2-1) are presented by Catherine Fouchard and Étienne Le Bouteiller with comments in appendix 2-2.

2017 accounts and balance sheet ending December 2017 are unanimously approved.

3/ Review of actions in 2017

A review of the IBEF actions for year 2017 is presented by Jean-Claude Roffé (Appendix 3-1).

The IBEF needs to continue to keep close working relationships with partner organisations in order to strengthen its profile, credibility and to have its voice heard within different circles such as:

- PIARC (World Road Association): focus on road maintenance
- ITF / OCDE a recognition forum
- ERF Green procurement

The IBEF may also be inspired by the way some organisations operate such as the Foundation for Pavement Preservation (FP2) US. Contacts also needs to be kept with organisations such as the European Asphalt Pavement Association (EAPA) and the Asphalt Institute.

The members agreed that this was a very important activity of IBEF and supported the need to continue.

4/ Approval of the budget for 2018

Fees and budget for 2018 are unanimously approved (Appendix 4-1 and 4-2).

The items dealing with the website will have to be refined when a more detailed proposal for this project work is developed and cost estimated associated with the selected project. The final step before starting any new project will be to seek the approval of the Board of Directors (see 6.1 below)
5/ Internal survey results

A survey has been carried out within the IBEF members in March 2018 to get their opinion about the way the IBEF operates and suggestions for improvement.

- Governance (Q1 Q2 & Q3): excellent feedback about the ExCo, Board & General meeting, and information about the IBEF activities
- Communication (Q4 & Q5): preferred tools for communications are the website and events.
- Added values gained from being an IBEF member (Q6 & Q7): Networking opportunities, International industry news access to emulsion experts, sharing of experiences & best practices.
- Investment recommendations (Q8 & Q9): organising IBEF specific events, developing communication tools for members.
- Key benefit to offer to IBEF (Q10): emulsion knowledge & expertise, local IBEF representation at events.

6/ Proposed action plan for 2018

6-1 Communication and website

The ExCo has received 3 quotations for the construction of a new website / upgrading of the existing website.

Offers range from 1,600.00 to 63,200.00 €, suggesting that quotations do not deal offer the same service or level of ambition for the project.

It was decided that a detailed analysis of options will be carried out by the ExCo. The final proposal will be submitted to the Board of Directors for formal approval; the 2018 budget will be amended accordingly.

6-2 Future events

2018

14 & 15 June E&E Event 2018 Berlin, Germany
7/ Modification of articles of agreements

The main goals are:
- To encourage the creation of national emulsion associations,
- To welcome as many members as possible related to bitumen emulsions.

To this end, the articles 17 and 19 are amended as follow (Attachment 7-1):
- Only associations will remain full members,
- Individual producers will become associate members,
- Fees remain unchanged.

Siobhan McKelvey points out that, in principle, it does not change anything for members, as long as contacts and interactions as well as access to meetings and seminars will remain the same.

New articles of association are unanimously approved.

8/ New members

The IBEF has received applications from:
- Thermoset Private Ltd India
- BS Group Iran
- Kandovan Pars Construction Company Iran

Following detailed pieces of information received from Kandovan Pars Construction Company, the Board of Directors approves this company to become an IBEF member.
As far as the two other applications, detailed information has been requested about their motivation for joining the IBEF and how they would contribute to the development of the emulsion techniques. Once this information is received, applications will be considered by the Board of Directors.

9/ Sharing experiences

A short round table exchange amongst the participants being carried out about associations’ news, current plans and challenges.

SFERB
To identify and select the best champions and promoters across emulsion users and customers from the public sector and to organise a specific seminar for them.
March 14th 2018: seminar organised on the theme of the “gravel emulsion”, a specific cold mix for base course and reshaping works, with a thesis sponsored by “Routes de France”.

AEMA
Preparation of the International Symposium on Asphalt Technology in Nov. 2020 Crystal City Arlington (VA). As usual, the IBEF will be associated for the program.

AMAAC
To organise an International seminar on asphalt materials in Oct. (see above #6.2).

ATEB
General meeting held last week.
New procedures for the use of bitumen emulsions. Focus on circular economy.

SABITA
CAPSA will be held in Oct. 2019 (see above #6.2)
Technical guide in progress; to be released within 4 or 5 months.
Work in progress with politicians about road funding.
South PIARC day in Sept. (Durban) with the South African Road Federation; SABITA will have a booth.

AAPA
The association will celebrate its 50th year of existence with the International Conference to be held in Sydney in 2019 (see above #6.2).

10/ Election of the new president

The Board of Directors unanimously elects Gaylon Baumgardner as the new President of the IBEF.

All participants thank Siobhan McKelvey for her presidency role from Feb 2015 to Mar 2018.

A special recognition award was also presented to JC Roffe to acknowledge his service to IBEF since it started 1996 and will continue to support IBEF and the ExCo in 2018/19 when appropriate.
11/ Next meeting

The proposal to organize the next general meeting in February 2019 in Cancun Mexico, when the PPRA (AEMA, ARRA, ISSA) annual meeting takes place, is adopted.

<table>
<thead>
<tr>
<th>Prepared by:</th>
<th>Approved by:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catherine Fouchard</td>
<td>Siobhan McKelvey</td>
</tr>
</tbody>
</table>

Prepared by: Catherine Fouchard
Approved by: Siobhan McKelvey