### IIRSM IRELAND

**MINUTES**

**Date:** Monday 22 September 2014  **Time:** 14.30pm  
**Venue:** Antrim Enterprise Agency, 58 Greystone Road, ANTRIM

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>1</td>
<td>PRESENT</td>
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| 1.2  | Gerard de Brun (Chair)  
      | Sid Seymour (Sec)  
      | Dale Ashford  
      | Stephen Tweed  
      | Gary Henderson  
      | Barry Mageean |        |
| 2    | APOLOGIES   |        |
| 2.1  | Siobhan Donnelly  
      | Russell Slack  
      | Geoff Thomas  
      | Valerie Robinson  
      | John Murdock  
      | Tony Small  
      | Gary Proctor  
      | Ruth Blakely  
      | David Farrell  
      | Cathal Ferris, |        |
| 3    | ACTION POINTS: |        |
| 3.1  | The Chair opened the meeting and explained the fragmentation of local meetings during the last 12 months. He asked it to be included in the minutes that the position of Chair and Secretary were both up for re-election. This matter will be on the agenda for the next meeting |        |
| 4    | WELCOME     |        |
| 4.1.1| The Chair officially welcomed those members present and received the apologies from those absent. |        |
| 5    | Future Meetings |        |
| 5.1.1| The frequency of future meeting was agreed and their notification:  
      | a. That the Branch has 3 meetings a year and those meetings should occur at approximately 4 monthly intervals.  
      | b. That the reminder for meetings must be promulgated a minimum of 6 weeks in advance as an aide memoire, a further reminder at 2 weeks prior to the event and a confirmation 24 hours before.  
      | c. Members are asked to respond with their intent to attend as soon as possible. | All |
| 5.1.2| Each meeting should be topic based with a guest speaker providing the focal point.  
      | *The Chair asked that the suggestions for topics should come from the local membership. The main focus should be Risk Management centric.* | All |
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<td>5.1.3</td>
<td>The Chair was reminded from the floor that as a Branch we have a wealth of able speakers and consideration should be extended to them in the first instance. Volunteers are most welcome. We would welcome a candidate for our next meeting - please see 9.1.1</td>
<td>All Members</td>
</tr>
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6 Membership and Meetings

6.1.1 | It is unclear as to the extent of membership within Region. The Chair will make direct contact with Head Office to establish a base figure. Current Data Protection Act legislation prevents the Committee having access to email addresses until such times as a member makes contact with them. (Members are encouraged to inform other members of our activities and to extend an invitation to our meetings) | Chair All |

6.1.2 | There are local Corporate Members who may be in a position to help the Branch with a more permanent venue to hold our meetings. (If anyone is aware of or, wishes to offer a venue, the committee would like to hear from you. Currently, we are relying upon the good will of a Branch member to sponsor our meetings.) | All |

7 Social Media and Communication

7.1.1 | Branch members are reminded that there is a Twitter page, @IIRSM Ireland. There are currently four main methods of contact with our Branch members, email, twitter, the IIRSM web pages and the IIRSM journal. Members are asked to log on to the web site for the most up to date information. (IIRSM Ireland Twitter page has 36 followers. Please add your tweet.) | All |

8 ANY OTHER BUSINESS

8.1.1 | After discussion the Chair announced that he will communicate further with Head Office regarding: a. The numbers of local members, both individual and corporate b. Generating a survey for local members to encourage more participation in local events/meetings c. To engage with the two local IIRSM Board members | GdB |

9 DATE OF NEXT MEETING

9.1.1 | The date of the meeting will be generated, with six weeks’ notice. This will be dependent upon the outcome of serial 8.1.1 | |

Branch enquiries: Gerard de Brun (Chairman)
Email: Gerard@fiontarsafety.com

Meeting enquiries: Sid Seymour (Secretary)
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