

**The Institute of Materials Finishing**  
**Minutes of the Annual General Meeting held on Wednesday 8<sup>th</sup> December 2022**  
**At the New Exeter House Coleshill**

**Present:**

Prof K Ryder - President  
Mr G Armstrong – Secretary General

And 23 Members, and 4 award winners and 2 staff. (See appendix 1)

**Apologies for absence** were received from 10 Members, award winners, guests and Sustaining Members.

**The President K Ryder opened the AGM**

**Minutes of the AGM held 7<sup>th</sup> December 2021**

The meeting was asked to approve these minutes. Proposed by **B Gay** seconded by **J Burgess** and accepted nem con. There were no matters arising.

**Report of the Management Board for the year ended 30 JUNE 2022 Appendix 2**

G Armstrong the Secretary General presented the Report of the Management Board which had been posted on the website and was tabled at the meeting. He gave a résumé of the report, highlighting: The IMFs Year.

Proposed by **T Crichton**, seconded by **J Burgess** and the meeting accepted nem con.

**Statement of Accounts for year ended 30 JUNE 2022**

The financial statement which had been ratified by the Management Board and made available via the website to members as an integral part of the Report of the Management Board.

Proposed by **T Crichton** and seconded by **J Burgess** and the meeting accepted nem con

**Appointment of Secretary General and Treasurer for 2022 - 23**

**KR** informed the meeting of the appointment of G Armstrong as Secretary General and John Oliver as Treasurer

**Presidents Report – Please see Appendix 3**

**Standing Committee Chairmen, Branch Committee Chairmen, Group Chairman and Members of the Management Board**

The Management Board had elected the following for the 2021-22 sessions:

**OFFICERS**

K Ryder – President  
B Gay - Immediate Past President  
G Armstrong - Secretary General  
J Oliver – Treasurer

**STANDING COMMITTEE CHAIRMEN**

Education & Training	M Smith
Examination & Qualification Board	D Eastham
Publications	G Wilcox
Science	T Crichton
Membership	J Burgess

**BRANCH CHAIRMEN**

Southern	P Alexander
Sheffield & North East	J Torr
Ireland	D Chaplin

**GROUP CHAIRMEN**

Organic Finishing Group	B Peters
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**CO-OPTED MEMBER**

P Lansdell

**MANAGEMENT BOARD REPRESENTAIVES**

P Bodycote

**Appointment of Auditors for 2022- 23**

Karl Ryder stated that we are not obliged to appoint auditors, but we continue to require this service as it is believed to be important for the credibility of the IMF for the members. BK Plus will continue to carry out these duties.

J Burgess proposed, Trevor Crichton **seconded** and the meeting accepted nem con

**Awards**

The presentation of the Institute Awards for 2021/22 preceded the AGM (detailed in the Report of The Management Board). The Institute wishes to record its grateful thanks to the sponsors:

McDermid plc - Canning's Bicentenary Medal

Westinghouse Prize.

Pexa Ltd – Pexa Award

**2023 AGM**

TBA

**Any other business**

None

**Appendix 1**

**Attendance Register**

**Members and Visitors Name**

J Burgess

L Burgess

T Crichton

D Eastham

B Gay

K Ryder

B Peters

G Armstrong

E Smith

D Colwell

K Dennis

K Griffiths

Paul Holder

P Lansdell

C Langston

J Oliver

S Parkes

G Payne

H Pemberton

P Vytantas

M Smith

G Wilcox

A Poeton

P Alexander Via Zoom

D Chaplin Via Zoom

**Institute Staff**

Karen Yates

Helen Wood

## Report of the President to the AGM, November 2022

My previous two reports were dominated by a narrative of how we had been affected by the Covid19 pandemic, but I am happy to say that by and large those days seem to be behind us and life has, for the main part, returned to normal for most. Now, of course, we have the different challenges brought by spiralling energy and staff costs and high inflation. It seems likely, however, that the latter at least, will ease off in the first half of next year. During the past twelve months the activities of the Institute have continued in full operation. We have adapted from our old ways and learned new ones. Now, many of the regular meetings of the committees and the board are held in hybrid mode. This change is largely for the better, will continue and is facilitated both by our *New Exeter House* office and the modern networked capabilities in the meeting rooms.

During the closing weeks of last year, Helen and Karen were frantically preparing for the move of office from central Birmingham to *New Exeter House* in Coleshill. I am happy to say, as you will also see elsewhere in these reports, that this move is complete and has been both very successful and conducive to the activities of the Institute. The new offices are in a much more pleasant and accessible environment, offering a nicer working place and much more useable space for the activities of the IMF. This year we have hosted our first exams in the upstairs dedicated exam room, and this will continue.

At the end of last year, it was my sad duty to tell you about the loss of our Treasurer Nick Johnson. During this year we have sought to fill the position left by Nick and have been very fortunate in a new appointment. The management board of the IMF welcomes John Oliver as our new treasurer. John comes with many years of much-valued experience in the sector. Like many investment portfolios, the IMF's has taken something of a beating from the markets recently, but our position is still very strong and with John's guidance we are continually reviewing our investment policy in order to achieve the best returns for the IMF. The year of 2022 also brought another sad loss in the passing of our long-serving Queen Elizabeth. We joined in the celebrations for the proclamation of King Charles with a special cover for *IMFormation*.

During the year the IMF contributed to several external events and took a large stand at the *Surface World 2022* exhibition (Birmingham NEC) for the first time since Covid. We hosted an evening event to raise awareness of the training and industry support that the IMF provides to its members. The days were busy, and the reception was well-attended and enjoyed. I am also pleased to report that the IMF website, is an up to date and dynamic source of news and information and is constantly refreshed with a vibrant series of webinars, technical presentations, and other resources.

The IMF continues to do well as a charitable Institute because of the willing and generous voluntary contributions from its groups, sections, officers and members as well as the dedicated staff. So I will take this opportunity to thank you for all your efforts throughout this year. Finally, as we look forward to another exciting and challenging year, I wish you all a very merry Christmas and a happy and productive 2023. Let us hope that it brings an end to Covid, conflict and high inflation.

Prof. Karl S. Ryder  
November 2022



Annual General Meeting: 8th December 2022

The last year 2021/2022 has been one of a degree of consolidation following all the traumas caused by the COVID lockdowns.

The major event of this year was the sale of Old Exeter House, and our move into the new offices in Coleshill. Although this move was completed about the time of the AGM last year, it is correct to report this to you now as it covers the time period in question.

By holding our AGM in these new offices for this year, it gives all our members the opportunity to view the excellent facilities on offer.

Of especial note is the layout of the library, in a fresh modern room with easy access to the text books, so unlike the old, dark, damp, spider infested room at Old Exeter House!

In conjunction with the move to these new offices, and the gradual easing of COVID restrictions on working arrangements, your board has taken the opportunity to review our office working practices, to enable Helen and Karen achieve a better work/life balance. They now have the opportunity to work either at New Exeter House or from home as the job requirements dictate. I also know that the commute to Coleshill is far simpler for them both than into the centre of Birmingham!

I know John Oliver will be giving us a full breakdown on the financial health of the Institute, but an additional benefit of the move in December 2021 was the increase of our non invested funds of almost £100,000.

Away from the office move, life within the various committees, branches and groups continues effectively.

The Exam and Qualifications board, under the leadership of David Eastham continue to successfully monitor our standards of learning from our students, whilst Education and Training with direction from Eddy Cotton continue to ensure our course offerings meet the requirements of our students in the 21st century.

Members from both committees, in conjunction with the Organic Group, have been heavily involved in bringing our education at technician level in Paint, Lacquers and Varnishes up to the required level, and I must thank Ken Griffiths from the Organic Group for the sheer amount of work he has put in re-writing all 20plus modules. These have gone out for peer review. The Organic Group, ably led by Brenda Peters have given Ken great backing!

The Science Group have continued their work, particularly in maintaining live contact with the Parliamentary Science Group, and I know the chair of our committee, Trevor Crichton keeps an active watching brief on items discussed.

Our main technical journal, Transactions of the IMF continues to be regarded as the premier journal in International Surface Finishing, and Geoff Wilcox and his team should be justifiably proud. The journal is edited superbly by Clive Larson, and I am pleased to be able to confirm that Clive will continue in his role for at least the next 3 years. I know Geoff's only concern is the lack of organic or paint papers, even though there was a piece on the legislative effects on chromate primers in this last years volume, written by some bloke called Armstrong! I know the Organic Group are aware that finding suitable papers is a key issue and are trying their best to address this. Perhaps we can persuade Paul Holder to "write up" his presentation this morning on the development of Chrome Free Diffusion Coatings?

The Membership and Marketing team continues its sterling work, maintaining the web site, now a really up to date window for the Institute. I am aware they are reviewing our arrangements for sustaining and corporate membership, but I understand it is too early yet to reveal anything. The group Chair, John Burgess tirelessly organises our Webinars, which are becoming more successful with each edition. I'm sure all our members will back and help John with ideas for future presentations.

As part of the M&M group, but with a specific brief, Curtis Langton has joined to take on the role of representing the IMF at the REACH Cross Sector Group, which liaises closely with DEFRA and the HSE in all matters UK and EU REACH. Curtis has taken over my role on this group, as demands on my time did not let me represent the IMF to the best of my ability.

Finally, but not least we should look at our branches. It is probably fair to say that they have been struggling in the past year or so, severely restricted by the effects of COVID and the lockdowns. I know Phil Alexander from Southern and Don Chapman in Ireland are actively looking to re-invigorate their branches, and I know the board and myself will offer all the help we can.

The famous dinner dance organised by John Torr from Sheffield and North East was obviously another casualty of COVID, but I do hope I will be able to attend a future event with one of John's infamous quizzes.

Finally, to look at the organisation of the management team of our Institute. Because of the issues caused by COVID, your board has requested our President, Professor Karl Ryder to remain in office for a further year, with David Neal continuing as Vice President, and Barry Gay as Immediate Past President. David will take over as President at the AGM next year, 2023.

I am especially pleased to welcome John Oliver as our new Treasurer; I know John will bring a great deal to our Institute in this role!

So, we look forward to an exciting and prosperous future for the Institute of Materials Finishing!

Graham Armstrong FIMF FTSC  
Secretary General  
December 2022

Institute of Materials Finishing  
Treasurer's report for Annual General Meeting.  
November 2022

Since I have taken the Treasurer's Role just after the end of the 2021-2022 financial year, I can claim no credit for the clarity in which the accounts for that year has been presented, nor for the way in which resources have been conserved, especially as the move from central Birmingham to Coleshill occurred during 2021-2022.

Investments now managed by Rathbones have lost some value; however, in percentage terms the funds performed much better than the national average during the financial year.

Training income, whilst not at levels achieved during 2018 and 2019 was dramatically higher than in 2020-2021, rising from £42,461 to well over £52,000.

Although there has been a reduction in the number of individual members, 13% by income, sustaining members have largely continued to support the institute; with only a 5% reduction.

Overall, income was very similar in the last financial year to that in 2020-2021, despite a big loss, 60%, in car park rental, this income stream, of course, is no longer available with the relocation of our offices. Expenditure was down from £140,707 to £134,874, mainly due to the reduction in premises costs.

The value of our investments on a historical cost basis changed from nearly £525,000 last year to about £516,500 at year end, June 2022.

Overall, the Institute had a net operating deficit of expenditure compared with income over expenditure of £21,681.

The sale of Exeter House and the purchase of New Exeter House realized a net profit of 263,099, and overall the total assets of the Institute stood at £877,493 at 30<sup>th</sup> June 2022.

John Oliver  
November 2022

**Examination & Qualification Board 2021 – 2022**

This year both Distance Learning and Tutored courses have been run with the following results

**Distance Learning Foundation** 8 Passes, 6 Merits, 4 Distinctions  
**Distance Learning Technician** 2 Passes, 8 Merits, 9 Distinctions, 2 Fail

**Technician Certificate** 3 Merit, 2 Distinction

**Tutored Technician** 3 Passes, 1 Merit, 1 Fail

Although Covid-19 has not played such a difficult part in examinations this year it has had the longer term effect of delaying potential students from being prepared to take on the commitment to partake in a course of study. We have now been able to hold examinations in New Exeter House which has been a considerable improvement on the previous arrangements.

Deferrals caused in part by Covid-19 and work-related issues have still been a problem with some candidates withdrawing from the courses.

It has been recognised for some time that the Paint, Lacquer & Varnish module needed updating, and during the year this has been progressing although there is still more work to be done.

Dr David Eastham  
Chair Examination & Qualification Board

#### **IMF Science Committee AGM Report 2021/22**

The Science Committee has continued to use remote systems as its preferred method of holding its meetings and it has continued to expand its membership in an attempt to raise its presence amongst possible collaborating research partners.

The committee is very aware of the potential research and development funding for industry and it has been endeavouring to attract interest from the Institute's sustaining members to seek grants that will help cover the costs of innovative research projects that will help the surface coatings industry compete on a global basis. This will become increasingly more important as the impacts of Brexit, inflation and the probable economic recession begin to affect the economic and commercial viability of our UK based members. However, despite the successes achieved with the recent ReGaIL project, the committee has not had much success in attracting interest from the sustaining members. The Institute offers an unique opportunity for our smaller sustaining members to undertake feasibility studies and participate in developing new products and processes, as the Institute can provide significant opportunities in the administrative activities needed to successfully undertake such programs.

On the positive side, the Institute continues to meet with central Government through the Parliamentary and Scientific Committee, where we are represented through our continued membership. Furthermore, we continue to assist in the identification of key scientific and technical issues that are worthy of discussion by both Houses of Parliament. By doing so, it allows policies and decisions to be made on the basis of facts and not unsubstantiated hearsay and "fake news". As a result of the Institute's membership of the PSC, we are able to help guide government policies and have been able to support some of our associated organisations to increase their profile and make themselves better known to this Government committee.

Trevor Crichton

## **Publications Committee**

I was somewhat negative starting last year's AGM report. We were still feeling the effects of Covid lockdowns and our meetings were taking place on Zoom. This year we have seen a move back to some sort of normality. Our July Publications Committee meeting was 'hybrid' with some present at New Exeter House and some on Zoom. It was great to have at least some of us back in person!

Switching to Transactions, 2022 saw the 100<sup>th</sup> volume (the journal reaching its centenary before the Institute due to having some volumes given over to conference papers in their entirety). To mark the occasion, we wanted to re-print some of our past, more notable papers. However, we found out this would be impossible due to the modern individual 'tagging' system which means papers can only appear in print once. However, our publishers, Taylor and Francis, have set up a 'Collection' page on their IMF Transactions website to exhibit these papers. Log on to the website to have a look.

The journal continues to be widely read, not only by members but also by researchers in industry and academia worldwide. This has been highlighted by a fourth successive yearly increase in our Impact Factor (IF), this time from 1.244 to 1.679.

We continue to receive a good flow of articles from members in the European Academy of Surface Technology (EAST). Our relationship with EAST continues to be very beneficial to both organisations.

In concluding this short yearly report can I thank all those who make up the Publications Committee, all the referees that have helped us maintain the quality of our journal and finally, and most importantly, to Clive Larson who masterminds the production of our journal so well.

Prof. G.D. Wilcox FIMF

### **M & M Report for AGM 2021 – 2022**

This year has been a relatively busy year for the M&M group with very interesting meetings conducted over Zoom.

#### **Website**

The website has been kept updated and a diary has now been added to provide upcoming information on anything that may be happening with the IMF.

We have also added a "What's new information page" which can be accessed when first opening the website. This will provide 'at a glance' information of anything new that may be happening within the IMF.

**Google Analytics** (90 Days) on visits to the website. (see below)

## **LinkedIn**

The IMF is now reasonably active with LinkedIn and I have asked a fellow IMF member (Curtis Langton, who is much better than me at these things) to look after it for us which he has agreed to do.

The IMF page linked to me has now increased its followers to 516 with followers as far afield as the States and Japan so we are now spreading our wings. And I feel that it is keeping us on the map

## **Webinars**

Webinars have been well received throughout this year and it was noticed that the numbers were falling off which I found was due to the timing of the broadcasts being on a Tuesday at 14:00 hrs.

Helen kindly put a questionnaire out asking if students and members would find Tuesday evening at around 19-00 hrs and it was very well received so going forward, we will continue with this timing.

I think that the main reason is that so many people are busy during the day that they cannot logon so the evening will be much better.

## **Southern Branch Report for AGM 2022**

The IMF will celebrate its one hundredth birthday, in 2025. The Southern Branch missed its fiftieth in part due to the pandemic and because no one quite knew which year it was until Helen kindly investigated and told us we were too late! I have been on the committee for forty of those years and over that time it has become harder to fulfil the remit.

In its first ten years or so having monthly meetings was no problem with good attendance. In that time the Branch could have a large commercial seminar in daytime every two years, which generated cash to fund the other ventures. By the mid eighties that was no longer possible, firms would no longer release staff in the day time. The branch continued on what I considered to be "fossil" cash, made in another era. It was still possible to put in well attended evening seminars though.

At a branch meeting someone would say "we haven't had a copper evening recently." There would be general agreement that it would be a good idea; it would bring in the electronics members. It would be decided to have say, one acid copper, one electroless copper and perhaps one cyanide replacements. The much larger committee of people working in the industry would know the supply house reps. to contact : job done.

Success breeds success. The meetings would be well attended because all the supply houses needed to be there to guard their accounts, if nothing else. The content hardly mattered. People would come just to network.

Times changed and we tried all different approaches to maintain good attendances. Other branches, no doubt experiencing similar difficulties folded leaving just the Southern and Irish branches still active. The survival of the Southern Branch was probably down a hard core of members who refused to give up and let it die with the others. Now, papers on the new legislation in the fields of Quality and Health and Safety kept numbers up for a while. We would combine seminars with factory visits which helped. Making the meetings mini trade fairs, charging firms, helped defray costs. Offering a buffet had long been seen essential to attract attendees and these would also be partially subsidised but still with a cost. We offered attendance certificates as evidence of professional development. All these things helped but it increasingly felt as if the committee was, to some extent, organising events for themselves.

This brings us to where we are now. We have a still enthusiastic committee but we are less in numbers which means that full or nearly full attendance is required to make a meeting worthwhile. We have meetings but to date have yet to organise a programme for this season. While a majority of our committee are still working we are older and have less knowledge of contacts. Attendances at seminars were getting



poor before lock-down. As success bred success, as numbers decline a level is reached where the “networking” motive lessens and things start to unravel. Today there are sites like Linked In, so that meetings such as ours are less important. People are generally less inclined to go out on a dark evening to a pub, for any reason: ask any landlord. Pubs are shutting everywhere. Our AGM which, as I write, is in a few days’ time used to be a beer and skittles event and much appreciated by plating shop workers, as well as committee and their families. Meeting up once a year like that, in my opinion, helped cement the group as a whole. This year nearly all the skittle alleys had been turned into dining areas in the pubs we used. The one still with the alley wanted prices we felt could not be justified as we are a charity. We will use the country pub we have been using recently, but no skittles.

I am not quite sure where we go from here. Zoom has been a mixed blessing. It allows people to attend a seminar in the comfort of their own homes and expands the geographical area to the whole country, or even beyond, yet the real face to face meeting which binds us can be lost. Experience shows that attendances for webinar type meetings might only be half the number who initially express an interest and webinars are a crowded field so there is no panacea. Getting speakers is a harder problem. Phone numbers go out of date. Personnel change. Ringing a company after getting an up-to-date phone number might just give a recorded message referring you back to a website, especially if the company is part of a multinational. Thus, one may have to navigate a website sited in, say, Switzerland, to contact a business working out of a trading estate in, perhaps, Leeds. Eventually a contact message box will be found that will not result in a reply. One wonders how such companies ever get any new trade but I suppose they know what they are doing.

We need more members. No matter where you live if you are reading this and would like to be involved but have no active branch near you then with “hybrid” Zoom meetings you could still join in. Possibly the future of the Southern Branch might be that it becomes the Nationwide regional branch, courtesy of Zoom. You need do no more than indicate an interest to Helen at Exeter House and I am sure she would be happy to pass it on to us.

Acknowledgement, must go to John Burgess who, on the IMF platform, has bucked the trend through his own efforts and produced much valuable educational material. I hope that in the future meetings we can, at last get together some sort of programme, though anything we do must be a matter of keeping fingers crossed that it will prove to be of interest.

Phil Alexander,

Chairman Southern Branch

Organics Group

Report for AGM 2021

The main focus for the group over the last year has been the upgrading of the PVL course. Great progress has been achieved by holding monthly meetings jointly with ETC I would like to thank Ken Griffiths for his time and effort into rewriting and updating the lessons in the Technicians course and Richard Banks for his technical input. Jointly with the input of ETC we have been able to sign off Lessons 1 and 2 for release and we are now working on lessons 3 to 6.

It is still proving difficult to obtain organic papers for publication however I continue to forward press releases to Clive Larson for possible publication in the bulletin section of Transactions.

I would like to thank Graham and Helen for all their help in the running of the Organics Group.

Brenda Peters

Report of Management Board 2021-22

