



**Minutes of the Open Meeting
of the
Agri-Food and Bio-Sciences Institute (AFBI)
held at
AFBI Hillsborough
on Wednesday 24 February 2010 at 10.45 am**

Present – Board Members

Mr Sean Hogan, Chairperson
Prof David McDowell, Deputy
Chairperson
Mr James Noble
Mr Kieran Campbell
Dr Michael Hollywood
Mr Nicholas Mack
Prof Stewart McNulty
Dr Christine Kennedy
Mr John Rankin
Mr John McKinley
Prof Grace Mulcahy
Mr Michael Walker

In Attendance – AFBI Executive

Dr Seamus Kennedy, Chief Executive Officer (Acting)
Dr Michael Camlin, Deputy Chief Executive Officer
Dr Arthur Gilmour, Deputy Chief Executive Officer (Acting)
Dr David Bryson, Deputy Chief Executive Officer (Acting)
Mr Joel Ferguson, Head of Corporate Services Division (Acting)
Mr Venkat Deshpande, AFBI Head of Finance
Mr Stephen Cousins, AFBI Secretariat

Apologies

Mr Paul Brennan, Head of AFBI Human Resources

Visitors

See Appendix (attached)

Welcome and Introduction

The Chair opened the meeting with a very warm word of welcome to all present.

In his introduction, the Chair took the opportunity to highlight the work of the Institute and also underlined the pressures that AFBI will undoubtedly face during the forthcoming financial year. As well as focusing on the work of the Institute, the Chair also thanked stakeholders and customers who have continually supported the Institute since its creation.

The Chair also took the opportunity to thank his colleagues on the AFBI Board and informed the meeting that three members of the current Board will be completing their term of office on 31 March 2010. In recognition of their service the Chair thanked the three members for the work and contribution that they had made to AFBI since its creation on 1 April 2006.

Presentations

Following the Chair's opening address the meeting proceeded with a number of presentations given by members of the AFBI Executive. The topics covered in the presentations were –

1. *Strategic Direction of AFBI* *presented by Dr S Kennedy (Acting CEO)*
2. *Scientific Overview of AFBI* *presented by Dr M Camlin (DCEO)*
3. *AFBI Annual Report and Statement of Accounts for 2008/09* *presented by Mr V Deshpande
(Head of AFBI Finance)*
4. *The Work of AFBI Innovations* *presented by Mr J Ferguson
(Acting Head of Corporate Services Division)*

Question and Answer Session

Following conclusion of the presentations, the Chair invited questions from the floor and a number of visitors took the opportunity to ask a number of questions on issues such as –

- AFBI's commercial activities
- AFBI's emergency response capability with particular emphasis on the dioxin emergency at the start of 2009
- The financial impact on AFBI's business continuity plans
- Customer management
- The relationship with AFBI's competitors

With no further business the Chair closed the meeting and thanked everyone for attending.

A number of visitors also availed of the opportunity to visit the Renewable Energy Centre and a tour of the facilities at AFBI Hillsborough.

Signed: _____
(Chairperson)

Date: _____

Name	Organisation
Anne Gilroy	Arthur Cox Solicitors
Amanda Wylie	Arthur Cox Solicitors
Dave Foster	NI Environment Agency
Joe Lawson	Moy Park Ltd
Ursula Lavery	Moy Park Ltd
Declan Billington	John Thompson & Sons Ltd
Gordon Donaldson	John Thompson & Sons Ltd
Dr Alan McIlmoyle	NI Grain Trade Association
David Rutledge	Livestock & Meat Commission for NI
Joe O'Flaherty	Animal Health Ireland
John Thompson	Ulster Farmers' Union
Donna Mullan	AFBI Sponsor Branch
Dolores Palmer	AFBI Sponsor Branch
John Calvert	NIPSA
John Thornton	Alltech NI
Dr Richard Horton	Carritech Research Ltd
James Campbell	AgriSearch
Kieran Hughes	Hughes Mushrooms Ltd
Willis Mackey	O'Kane Poultry
Andrew Hillan	Norbrook Laboratories
Marcus McAuley	DCAL Fisheries Operations and Technical Support
John Henning	Northern Bank
Neville McClenaghan	University of Ulster
Ken Millar	Ken Millar Consultancy Ltd
David Collins	DHSS
Name	AFBI - Division
David Armstrong	APSB
Sue Turner	APSB
Alistair Carson	AFESD
Linda Farmer	AFESD
David Graham	VSD
Stanley McDowell	VSD
Catherine Watson	AFESD
Lindsay Easson	AFESD