

Minutes ERFMI virtual Plenary Meeting
18th November 2021 from 10:00 – 12:30 am CET

1. Welcome and Opening

The Chairman of ERFMI, Mr Smith, opens the meeting and welcomes all participants, especially our new lawyer Mr Lukas Segers of the law firm Liedekerke Wolters Waelbroeck Kirkpatrick CVBA. For this meeting Mr Segers is accompanied by his colleague Ms Nina Carlier, who is an expert on competition law. Apologies were received from Altro, Amorim, Dickson-Constant, Gerflor and IVC.

The Plenary Meeting reaches the necessary quorum of two thirds of the members in accordance with article 6.7 of ERFMI's articles of association. Twelve members of seventeen are present.

Company	Represented by		
Amtico International	Mr	Gary	Wilson
Artigo	Mr	Francesco	Villa
Aspecta	Mr	Marcel	Kies
BINTG	Mr	Pol	Lombaert
Designflooring	Mr	Steve	Curry
Designflooring	Mr	Jawad	Ali
mFlor	Mr	Nick	Atkins
ERFMI	Ms	Jane	Gardner
ERFMI	Dr	Jochen	Zimmermann
Forbo International	Mr	Willem	Burmanje
James Halstead	Mr	Bob	Smith
Kährs	Mr	Jonas	Bäck
Kährs	Ms	Eija	Kankainen
nora Systems	Mr	Rob	Heeres
Tarkett	Mr	Demosthene	Sakkas
Windmüller	Mr	Ralf	Eisermann

Lawyer			
Liedekerke	Ms	Nina	Carlier
Liedekerke	Mr	Lukas	Segers
Excused			
Altro Group	Mr	Thierry	Neyroud
Amorim	Mr	Jean-Sébastien	Moinier
Amorim	Ms	Graca	Rocha
Amtico International	Mr	Jonathan	Duck
Designflooring	Mr	Paul	Barratt
Dickson-Constant	Mr	Amaury	Flipo
Gerflor	Mr	Pierre	Lienhard
IVC	Mr	Frederic	Steen
Tarkett	Ms	Myriam	Tryjefaczka

2. Competition Law

Ms Carlier gives a brief overview on how competition law is to be complied with during the Plenary Meeting. Furthermore, the document "Do's and don'ts for a Competition Safe Environment" is distributed amongst the participants of the meeting. The members of the meeting are invited to examine the distributed document.

All members present, are aware of the EU and Belgian competition rules. No ERFMI member present had any further questions regarding EU and Belgian competition law.

(Enclosure 1 competition law)

3. Approval of the minutes of the meeting of 15th April 2021

The Chairman of ERFMI, Mr Smith, asks if there are any outstanding issues regarding the minutes of the previous meeting, held on 15th April 2021.

Since there are no outstanding issues, all members present at the Plenary Meeting approve and accept the minutes as a true record of the Plenary Meeting of the 15th April 2021.

4. Chairman's address

The Chairman of ERFMI, Mr Smith, highlights that his second election period as Chairman of ERFMI will end in May 2022.

Action: Interested candidates to contact Ms Gardner.

Point 11 of the agenda "Amendment of the articles of association" must be postponed as such amendments can only be agreed in a face-to-face meeting or in a virtual meeting, which is controlled by at least one ERFMI member or ERFMI staff member physically present at the ERFMI office in Brussels and remotely joined by all other ERFMI members.

Mr Fred Seifert of Forbo, who has been active within ERFMI as technical expert for 28 years, is going to retire at the end of 2021. The plenary meeting expressed its gratitude for Mr Seifert's active and valued contribution over the years. Mr Seifert will be invited for a dinner of the TC in 2022.

5. Re-election EXCOM member

The members present at the Plenary Meeting take note that Mr Dietmar Mävers has left nora systems. The mandate of Mr Dietmar Mävers as member of the EXCOM would have end in May 2023. According to ERFMI's Articles of Association nora systems may propose an alternative of equal stature to the retiring EXCOM member to serve for the remainder of the [two-year] term of office of the former EXCOM member. nora systems proposed its managing director Mr Rob Heeres. The members present at the Plenary Meeting unanimously elect Mr Heeres as member of the EXCOM. His mandate as member of the EXCOM will end immediately after the Plenary Meeting in April 2023.

6. Regulatory landscape in Europe

Ms Gardner gives the attached presentation and highlights the following points:

- EU Green Deal
- Circular Action Plan Policies
 - Sustainable chemicals strategy
 - Sustainable products
 - Sustainable construction
 - Waste and Recycling
- Extended producer responsibility
- ERFMI position on EPR
- BREXIT

The legislation in Italy to have 30% post-consumer waste in plastics building products for the public procurement is in the process of revision, but there are delays.

(Enclosure 2 Regulatory landscape)

7. ERFMI roadmap update

Ms Gardner gives the attached presentation.

Ms Gardner managed to contact already fourteen of seventeen ERFMI members in order to review and revise the roadmap. There were good suggestions and feedback on focus for the next two years.

The new webinars on specific topics are well appreciated by the ERFMI members. Seven webinars have been held since November 2020, and one is still to come this year

It is important that ERFMI in co-operation with EUFCA is seen to be linked to the circular economy.

Appointments with the remaining three members will be made.

Further the points below are mentioned:

- ERFMI's circular economy position paper of May 2021, key targets and success indicators are highlighted.
- Technical & legislative compliance
 - Action:** an 'issues list' for the TC will be written to be updated each TC meeting by members and ERFMI.
- Advocacy
- Standardisation
- TC communication
- Statistics
- **Action:** UK to be added to roadmap as area of focus
- **Action:** Organise a webinar on French EPR

(Enclosure 3, roadmap update)

8. Management update

Ms Gardner and Mr Zimmermann give the attached presentation with the following key points:

- The Circular Plastics Alliance (CPA)
- Status of the circular economy projects. Key focus areas are:
 - Recycling technologies:
 - Circular flooring project (CreSsolv@Process)
 - Solfirmus microwave and ultrasound-assisted extraction
 - Solfirmus microwave assisted thermal desorption
 - Critical Polymers supercritical CO₂ extraction
 - Identification and sorting technologies
 - TOMRA NIR identification
 - Steinert NIR identification
 - Steinert Unisort black MIR
 - Collection trials in Germany and in The Netherlands
 - **Action:** The ownership of the information generated in the technical projects needs to be clarified and formalised. ERFMI to draft an agreement for discussion within ExCom to present to plenary. Check with legal advisers
- Communication
 - Webinars
 - A draft of a refreshed ERFMI website was distributed before the meeting. There will be no changes in the text but its functionality towards mobile devices will be improved. The total cost will be 13,000 Euro. More additional information for ERFMI members should be uploaded on the ERFMI web site in the members only area. The ERFMI members agree to the proposal.

Action: Place order to refresh ERFMI's website.

(Enclosure 4, management update)

9. Update from the Technical Committee

Ms Gardner gives the attached presentation with the following key points:

- TC items under discussion
- CPR and CPR aquis
- EN 14041:2018
- REACH update

(Enclosure 5, update from TC)

10. ERFMI membership structure

Ms Gardner gives the attached presentation.

There was the agreement at the April Plenary to invite national associations to join. It was further agreed to investigate the feasibility of changing the fee structure and the AoA to enable associate members to join.

The alternative fee proposal contains the following points:

- Add a further category for companies with less than 30 million € annual NSV. (€8,000)
- Make up for loss of income by adding a category for associate members:
- National Associations (with legal personality) representing resilient flooring manufacturers in 27 European Member States (= EU 27) + UK, Switzerland and Norway
- Associate members to join the Circular Economy working group
- No vote at the Plenary meeting or the option of a seat on the board, but would be invited to Circular Economy meetings and to participate in associated projects.
- Members should be part of the resilient flooring supply chain and/or stakeholders of the circular economy for resilient flooring. E.g suppliers, machine manufacturers technology providers etc.

The ERFMI members agree with the proposal to introduce the new membership fee structure and to reduce the fee for members with an annual net sales value equal to or less than 30 million Euro to 8,000 Euro once 10 associate members (National associations are not counted) have been recruited.

(Enclosure 6, New membership structure)

11. Amendment of the articles of association

The ExCom will review the proposed amendments of the Articles of Association made by Liederkerke for agreement at the next in person Plenary meeting.

Information after the meeting: A virtual EXCOM meeting on the topic was held on the 5th January 2022 and it was decided that Ms Gardner will elaborate the track changes of the AoA document. The draft will be sent to the EXCOM in the first week of February and will be checked by the EXCOM within two weeks.

12. Finances

Mr Zimmermann presents the outlook for 2021. The expenses and the income are according to the budget. Deviations are explained. Key points are:

- Income from projects: €351,800
- Income membership fees €297,000
- Outcome: - **€2,300**
- Cash position €302,600

Mr Zimmermann presents the proposal for 2022

- Income projects: €300,000
- Income membership fees: €323,100
- Outcome: + **€9,800**
- Cash position €312,500
- Provision for LCA project €50,000

The members present at the Plenary Meeting agree with the budget proposal for 2022.

(Enclosure 7, outlook 2021 – proposal 2022)

13. Summary of actions and next steps

Ms Gardner summarizes the actions to be taken after the plenary meeting:

Roadmap

- UK to be added to roadmap as area of focus
- Organise webinar on French EPR
- Put together TC issues list

Circular economy

- Draft agreement for ownership of information and research

Communication

- Website update

Candidates for a new Chair for ERFMI to email Ms Gardner.

(Enclosure 8, Actions)

14. Close of meeting

The Chairman of ERFMI, Mr Smith, closes the meeting and thanks the members for their active participation. He expressed his hope to have the next one as a regular presence meeting in Brussels.

ERFMI plenary on the 28th April 2022 in Brussels
with a dinner on the evening of the 27th April in Brussels

(Enclosure 9, register of members)

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