

Foundation fieldbus End User Council, P.O.Box Z5546, Perth, WA6831

DATE OF MEETING: 3 February 2009

LOCATION: Woodside Plaza - Perth

Minutes by: Cathie Tynan via phone

PRESENT

T.S. Lim (Woodside Energy)
Jim Russell (ICEweb)
Allen Tighe (SEACOVE Systems)
Kevin Barnes (MTL)
David Bilsborough
Duncan Turner (Apache)
Mel Oliveri (Southern Cross Electrical)
Cathie Tynan (IICA)

APOLOGIES

Ron Bentley (Yokogawa)

Cc Tom Rolton (Emerson Process Management)

1. PREVIOUS Meeting Minutes

Matters Arising :- None

2. CORRESPONDENCE

INCOMING: MooreHawke (Sponsorship), abstract EPM

OUTGOING: invoices for pre-payment (50%)

3. EVENT LOCATION and VENUE – Allen + Jim

Friday 15th May

WACA (Boundary Room) booked by Allen. No confirmation received as yet.

Contact :- Lynette Tay

Action: Allen to follow up confirmation

4. PAPER Reviews / SPEAKERS

2nd (3rd) paper received from Emerson & paper received from HIMA Australia which makes 10 papers in all. Western Process Controls needs to be kept as such rather than being referred to as Emerson. David has received 9 papers.

Duncan to contact Mike O'Neill from Moore-Hawke regarding their paper.

Review Committee to go back to Speakers to advise they have been accepted and that the papers are due by 20 March 09.

Allen has completed the presentation templates.

**Action: Duncan to contact Mike O'Neill
Review Committee to contact
Speakers**

5. SPONSORSHIP

Premium – WPC (not paid)

Basic – MTL, E&H, MooreHawke (E&H – only payer)

Kevin to meet with Brad D from WPC regarding their sponsorship payment

Action: Kevin to meet with Brad

6. **EVENT TICKETS**

When the flier goes out it is to advise potential delegates that they can possibly get free entry via Sponsors. Students rate at \$75 each.

7. **DOCUMENTATION / CDROMS / WEBPAGE**

Allen has had quotes of \$10.50 - \$12.00 for an order of 200 USB keys. The committee agreed to go ahead. **Action: Allen to order**

8. **'MEET THE SPEAKERS' COCKTAIL FUNCTION**

The committee discussed whether Emerson's 2nd paper should be presented at the Cocktail Function. This paper will probably be used with the other presentations. Possible venues – Melbourne or Citigate Hotels.

Action: Allen to check

9. **TABLE TOP EXHIBIT**

Five tables will be required for the sponsors. A possible further 10-15 tables can be available to exhibitors.

Action:

10. **AUDIO / VISUAL & VIDEO RECORDING**

Video Recording not considered worth it.

Action: Mel to assist with AV

11. **PROMOTIONAL ITEMS**

Speaker's gifts – budget of \$100 per person, small item made in Australia – Mel to organise
Showbags – Mel / Jim to organise
Raffle Prizes – to be provided by sponsors
Shirts – for Committee & Speakers – Mel to organise (NameIt)

Action: Mel / Jim to organise

12. **REGISTRATION / MAILING LISTS**

IICA to be asked to provide online registrations through the IICA website. A \$5 per person rebate to be paid to the IICA.

Action: Allen to discuss with IICA

13. **PUBLICITY / MARKETING HOOK**

Two versions are to be produced- Glossy and Ten Reasons
These are to be issued as follows:

- (i) Glossy – End Feb 09
- (ii) Glossy + rego - March
- (iii) Glossy + Ten Reasons + Rego - April
- (iv) Glossy + Ten Reasons + Rego - April May

14. **OTHER BUSINESS**

Kevin to contact Kevin Moore (Government) regarding a presentation (20 minutes max) at either the Cocktail Speakers Function or on the main day.

Action: Kevin to speak to Kevin Moore

Task Assignments

Call for Papers	Jim / Allen
Perth Venue Coordination	Jim / Allen
Event Flyer	Allen / Jim
Website	Allen
Paper review group	Duncan, David
Vendors Table Top	Kevin
Speaker Gifts / Promotional	Mel / Jim
Registration / Mail Lists	Jim (and IICA)
Shirts, Showbags + contents	Allen / Jim
Documentation & USBs	Lim
Audio Visual	Mel

NEXT MEETING – [Thu 5 Mar](#) - 07:00 WDT at Woodside Plaza.

Presentation Listing - JA 2009

	Company	Subject / Title	Speaker	Abstr	Paper	Slides	Copyright	Final	PER
1	Western Process Control	Diagnostics & PST for Process Valves	Hun Koy Kong Fisher – AP	✓					S
2	MTL Instruments	Powering the Bus Which PS to use When	Andreas Agostin MTL Singapore	✓					S
3	Emerson Process Management	EDDL Diagnostics	Jonas Berge EPM Singapore	✓					
4	Pepperl & Fuchs	DART - Dynamic Arc Recognition & Termination	Christian Stroehle Singapore	✓					
5	Endress & Hauser	FF – Applications in the Field	Jonathan Soanes Sydney	✓					S
6	Fieldbus Foundation	“Future Directions”	Rich Timoney Foundation	--					
7	ABB Singapore	Diagnostic Benefits using Namur NE107	Kenneth Fridholm	✓					
8	Moore-Hawke		Mike O’Neil MooreHawke UK						S
9	HIMA Australia	FF-SIS vs PCS the Differences	Alex Tomiyama Perth	✓					
E	Emerson Process Management	FF – Designing within the Limits	Murali Krishnan EPM – AP	✓					
R	Deakin University	Neural Networks in Function Blocks	Hamid Abdi Deakin Uni	✓					

✓A - indicates review approval / complete R - indicates reserve paper S - indicates sponsorship
E - indicates extra presentation – Thursday evening Speaker reception ???