

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

DATE OF MEETING: 1 April 2009

LOCATION: Woodside Plaza - Perth

Minutes by: Cathie Tynan via phone (03) 9772-0944

**PRESENT**

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

Cc Tom Rolton (Emerson Process Management)

Meeting opened 7.12am

**1. PREVIOUS Meeting Minutes**

Matters Arising :- None

**2. CORRESPONDENCE**

INCOMING: Rich Timoney has advised that he will not be able to attend JA09

OUTGOING: Comms to Rich T expressing concern with above

The committee discussed whether to offer to pay the return "economy" airfare for Rich, Bill, Steven or David from Foundation Fieldbus USA.

**Action: Allen to contact Rich re funding the airfare**

**3. EVENT LOCATION and VENUE – Allen + Jim**

Venue confirmed. Need to confirm numbers and catering.

**Action: Allen to liaise with the venue re numbers**

**4. PAPER Reviews / SPEAKERS**

Four papers have been received

Jonas Berge has requested extra time

The speaker from MTL Instruments is now Michael Gauci

No response from Jonathon Soanes, E+H

No response from Christian Stroehle, Pepperl + Fuchs

David to ask speakers to comment in PPT re their FF product future direction in concert with the Conference theme – "Next Generation"

**5. SPONSORSHIP**

Premium – WPC (outstanding)

Basic – MTL, E&H, MooreHawke (all paid)

One spot still available but unlikely to be filled

**Action: Jim to invoice for 2nd payments**

**6. EVENT TICKETS**

Jim to send note to sponsors requesting invite list to be complied

Rego flyer for paid entries to go out this week.

**Action: Jim to contact / notify sponsors**

7. **DOCUMENTATION / CDROMS / WEBPAGE**

MooreHawke logo and second Emerson speaker have been added to website  
The logo needs to be sent to complete the order for the USB keys.

**Action: Allen to forward logo to USB supplier**

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

Cocktail function is on hold for the moment – Kevin L to get quote for 30-40

9. **TABLE TOP EXHIBIT**

Five sponsor tables and one extra table

Kevin L to do phone campaign from distribution list from Jim.

**Action: Jim to send distribution list to Kevin L  
Kevin to do phone campaign**

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

Mel will be AV Coordinator.

11. **PROMOTIONAL ITEMS**

Speaker's gifts – budget of \$100 per person, Mel to get samples from Sheriden to present to the committee, the items must be small for ease of travel

Showbags – IICA showbags to be used. Cathie to send extra bags to Allen.

Raffle Prizes – to be provided by sponsors - yet to be discussed

Shirts – the committee decided on two Bisley shirts

option 1 – sky blue – approx \$30 incl GST & logo

option 2 – chambray – approx \$45 + GST

**Action: Mel to organise shirt sample & gifts  
from Sheriden**

12. **REGISTRATION / MAILING LISTS**

Allen has obtained a quote from Ian Lewis of \$1,800. Allen to check what this amount includes

**Action: Allen to discuss further with Ian Lewis**

13. **PUBLICITY / MARKETING HOOK**

Two versions are to be produced - Glossy and Ten Reasons

These are to be issued as follows:

- i. Glossy – has been distributed
- ii. Glossy + rego – needs to go out now. Allen to provide to Jim & Cathie
- iii. Glossy + Ten Reasons + Rego - April
- iv. Ten Reasons + Rego - May

**Action: Allen to send glossy & rego  
to Jim & Cathie. David B to combine  
abstracts into one document**

14. **OTHER BUSINESS**

Jim queried the outcome if insufficient registrations were received. The committee considered that there is not a problem with 70 registrations via sponsors received to date.

Allen advised that ECU would consider becoming a FF Centre of Excellence similar to Waseda Uni in Tokyo or Trine Uni in the US. The initial cost would be \$1,000 USD for ECU to join Foundation as EDU member & funded by FF-EUC Aus ??

Meeting closed 08:00

## **Task Assignments**

<b>Call for Papers</b>	<b>Jim / Allen</b>
<b>Budget</b>	<b>Jim</b>
<b>Perth Venue Coordination</b>	<b>Jim / Allen</b>
<b>Event Flyer</b>	<b>Allen / Jim</b>
<b>Website</b>	<b>Allen</b>
<b>Paper review group</b>	<b>David, Duncan</b>
<b>Vendors Table Top</b>	<b>Kevin Lewis</b>
<b>Speaker Gifts / Promotional</b>	<b>Mel / Jim</b>
<b>Registration / Mail Lists</b>	<b>Jim / Cathie</b>
<b>Shirts, Showbags + contents</b>	<b>Allen / Jim</b>
<b>Documentation &amp; USBs</b>	<b>Lim</b>
<b>Audio Visual</b>	<b>Mel</b>

**NEXT MEETING – Thursday 16 April - 07:00 WST at Woodside**

**Presentation Listing - JA 2009**

	Company	Subject / Title	Speaker	Abstract	Paper	Slides	© OK	Final	PER
1	Western Process Control	Diagnostics & PST for Valves	Hun Koy Kong Fisher – AP	✓					S
2	MTL Instruments	Powering the Bus Which PS to use When	Michael Gauci MTL Australia	✓					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	Emerson Process Management	FF – Designing within the Limits	Murali Krishnan EPM – AP	✓					
7	ABB Singapore	Diagnostic Benefits using Namur NE107	Kenneth Fridholm	✓					
8	Moore-Hawke	Redundant H 1 & FISCO	Mike O’Neil MooreHawke UK	✓					S
9	HIMA Australia	FF-SIS vs PCS the Differences	Alex Tomiyama Perth	✓					
E	Fieldbus Foundation	“Future Directions”	Rich Timoney Foundation	--					
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 - extra presentation and/or Thursday evening Speaker reception