

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

DATE OF MEETING : 16 Apr 09 (Thu)

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)

Duncan Turner (Apache)

Kevin Barnes

Tom Rolton (Emerson)

Cathie Tynan (IICA)

**APOLOGY**

Mel Oliveri (Southern Cross Electrical)

Meeting opened 7.15am

**1. PREVIOUS Meeting Minutes**

Matters Arising :- None

**2. CORRESPONDENCE**

INCOMING: Communication from the Foundation – no positive response

Offer to provide DVD / video presentation

OUTGOING: Email to FF offering air fare subsidy

**Action: Duncan to follow up details from FF**

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

Venue confirmed. Allen to provide tentative numbers of 100 and to confirm AV capabilities.

**Action: Allen to liaise with the venue re numbers & AV capabilities**

**4. PAPER Reviews / SPEAKERS**

Duncan to replace David in dealing with the Papers & Speakers.

Duncan to send email to all Speakers reminding them of the requirements & request their “future directions” slides at end of the presentation.

**Action: Duncan to send email to Speakers**

**5. SPONSORSHIP**

Premium – WPC (not paid) – **post meeting initial cheque received**

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

No second payments received

**Action: Jim to check payments**

**6. EVENT TICKETS**

Jim has sent note to sponsors requesting names – nothing received.

**Action: Jim to again contact sponsors**

**7. DOCUMENTATION / USBS / WEBPAGE**

A questionnaire needs to be prepared re topic acceptance.

The USB keys have been ordered and will be available by end of April. They will have the Jump Aboard & 'FF' logos. Lim to load information on to USB keys & prepare delegate package. Website - latest flyers are on home page.

**Action: Lim to load information on to USB keys**

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

Kevin L not at meeting. Cocktail Function to be held Thursday evening before JA 09. Kevin B to assist with preparations.

### 9. TABLE TOP EXHIBIT

Kevin L not at meeting. Kevin B to assist with preparations & contact KL.

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

### 10. AUDIO / VISUAL

A second projector will be required if DVD used for Foundation presentation & maybe some audio connections for the sound from DVD playback.

### 11. PROMOTIONAL ITEMS

Speaker's gifts – Allen showed the committee a wine glass, beer glass, clock and beer mug. Clock was deemed the best option with the Jump Aboard logo with 10 to be ordered.

Showbags – Cathie has sent the IICA showbags.

Raffle Prizes – four prizes will be presented at AM, lunch, PM and for completion of the questionnaire.

Shirts – the shirts are not going to be available on time – **post meeting Mel to proceed with shirt order as the short lead time is now OK**

**Action: Clocks to be ordered with JA09 logo**

### 12. REGISTRATION / MAILING LISTS

Allen has spoken to Ian Lewis but the committee decided that this is not worth pursuing at the moment. Allen advised that he would like to invite some ECU students free of charge. Allen to check costs of promotion with Engineers Australia

**Action: discuss with EA the consideration**

### 13. PUBLICITY / MARKETING HOOK

Two versions are to be produced- Glossy and Ten Reasons

These are to be issued as follows:

- a. Glossy – has been distributed
  - b. Glossy + rego – has been distributed
  - c. Ten Reasons + Rego - to go out 30 April with the glossy as a link
  - d. Glossy + Ten Reasons + Rego - to go out 7 May
- Allen to finalise Ten Reasons

**Action: Jim & Cathie to send emails on 30 April & 7 May.**

### 14. OTHER BUSINESS

Winding up of FF-EUC was mentioned but further discussions will be held after Jump Aboard 09.

## **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 Flyers</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 – [Wed 29 April](#) - 07:00 WDT at Woodside Plaza**

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	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	Emerson Process Management	FF – Designing within the Limits	Murali Krishnan EPM – AP	✓	✓	✓			
6	ABB Singapore	Diagnostic Benefits using Namur NE107	Kenneth Fridholm	✓		✓			
7	Moore-Hawke	Redundant H 1 & FISCO	Mike O’Neil MooreHawke UK	✓	✓	✓			S
8	HIMA Australia	FF-SIS vs PCS the Differences	Alex Tomiyama Perth	✓	✓	✓			
V	Fieldbus Foundation	“Future Directions”	Rich Timoney Foundation		--				
V	Endress & Hauser	FF – Applications in the Field	Jonathan Soanes Sydney	✓					S
R	Deakin University	Neural Networks in Function Blocks	Hamid Abdi Deakin Uni	✓	✓	✓			

✓ A - indicates review approval / complete      R - indicates reserve paper  
 S - indicates sponsorship      V – possible video / DVD presentation