

MINUTES OF ANNUAL GENERAL MEETING 2008

LOCATION: Engineers Australia

Minutes by: J.A.Russell

Date: 10-Dec-08

PRESENT	APOLOGIES
Jim Russell (ICEweb)	T.S. Lim (Woodside Energy)
Allen Tighe (Seacove Systems)	Brian van Bueren (Honeywell)
David Bilsborough (Woodside Energy)	Vince Derriman (MTL)
Rozlan Othman (Poyry Energy)	Kevin Barnes (MTL)
Bruce Wilkie (Poyry Energy)	Duncan Turner (Apache Energy)
John Mullen (Hagym Enterprises)	
Shrishail Utagi (Woodside Energy)	
R.L. Narayanan (Transfield Worley)	
Stewart Watts (Emerson Process Management)	
John Marr (Flowserve)	
William Ramsay (Honeywell)	
Mat Marcussen (Bechtel)	
Stefan Berbece (Lycopodium)	
Ian McLeod	
Mel Oliveri (Southern Cross Electrical)	

1. Matters Arising From Previous Minutes

The meeting was declared open at 5:00 pm.
 Proposed for acceptance : Bill Ramsay
 Seconded: Mat Marcussen

2. Chairman's Report

Allen Tighe presented the chair report and the following was covered;

The FF-EUC Aus had explored the potential of becoming a Marketing committee; however it was decided to continue as the FF-EUC.

The FF-EUC Aus has effectively been on a "care and maintenance" basis this year, with bi-monthly committee meetings.

Training has been our main focus and several courses have been held throughout the year. Trying to decide on a new courseware provider and Lee College, Singapore and ISA courses are being considered. The relationship with SAIT is likely to be discontinued. Our future efforts will be concentrated in the areas of SIS, EDDL and Wireless.

Coordination with the Singapore Marketing society will continue with potentially their road show being held bi-annually with Jump Aboard being held on the alternate year.

Organisation continues for JA09 – Venue the WACA – 15th May 2009

We are exploring closer ties with the IICA, this may start with paying for them to take on our book keeping and assistance with secretarial work.

Proposed for acceptance: Bill Ramsay
Seconded: Mel Oliveri

3. Treasurer's Report

Allen Tighe provided a brief outline of the profit and loss finance figures (unaudited) for the year (attached). The FF-EUC Aus returned a loss for the year, however still maintains a healthy balance. A copy of the audited treasurer's financial statement will be made available on the web site after verification by the accountant.

A book keeper (Cathie) has been employed to maintain the accounts.

It was asked why we did not include the training equipment in our assets figure. Allen responded that on advice from our Auditor - as we do not report for tax purposes and claim depreciation there was little point. An asset register is on the website however it may require updating.

Proposed for acceptance: Mel Oliveri
Seconded: R.L.Narayanan

4. Election of 2008/2009 Office Bearers

Allen Tighe dissolved the committee and handed the proceedings over to David Bilsborough to conduct the election of co-chairs.

Nomination for Co-chairs

There being no other nominations Allen Tighe was re-elected as the 1st co-chair.

Co-chair Allen Tighe then presided over the meeting.

Nomination for Secretary

Jim Russell – accepted

Nomination for Treasurer

No nominee, will be discussed at first committee meeting.

Nomination for Committee members

Duncan Turner	Mat Marcussen
Kevin Barnes	Roy Chisholm
Tiong Lim	Mel Oliveri
David Bilsborough	Narayanan
Bill Ramsay	Danny Ainsworth

All accepted

5. Any Other Business

None

Meeting was declared closed at 5:25 pm.

FF End User Council Aus Inc (ABN 60 120 236 370)

**Profit and Loss
July 2007 - June 2008**

Income

Conference JA07	
Attendee (full)	1,585.00
Total Conference JA07	1,585.00
License Fees	3,150.00
TD Interest	1,820.27
Total Income	6,555.27

Expense

Bank Service Charges	
Merchant Bank Fees	170.40
Bank Service Charges - Other	35.00
Total Bank Service Charges	205.40
JA07 Expenses	
Hotel / food	735.10
Promos / give-aways	384.00
Total JA07 Expenses	1,119.10
Meetings (EUC/JA)	
Committee	508.50
FF-EUC AGM	302.00
Technical Forums	2,012.00
Total Meetings (EUC/JA)	2,822.50
Miscellaneous	
Expense claims	426.82
Total Miscellaneous	426.82
Office / Phone	
Phone (AAPT)	1,445.00
Post Office	864.20
Supplies - Misc	1,058.05
Total Office / Phone	3,367.25
Training (Kits / Demo)	
Configuration	2,017.40
Demo Equipment	1,091.20
Total Training (Kits / Demo)	3,108.60
Travel & Ent	
Travel	915.89
Total Travel & Ent	915.89
Total Expense	11,965.56

Profit (Loss) (5,410.29)

ASSETS

Current Assets	
Current/Savings	
CBA - Perth (chq)	4,948.20
CBA - Term Deposit	30,000.00
Total Current/Savings	34,948.20
Total Current Assets	34,948.20