

DATE OF MEETING: 17<sup>th</sup> August 2004

LOCATION: Woodside Plaza – 240 St. Georges Terrace, Perth

Minutes by: TS Lim

**PRESENT**

T.S. Lim (Secretary - Woodside Energy)  
Jim Russell (Chair- Woodside Energy Ltd)  
Allen Tighe (Seacove Systems)  
Kevin Barnes (MTL)  
Duncan Turner (KJV)

**APOLOGIES**

Dave Edge (Samson Controls)  
Brian van Bueren (Honeywell)  
Harvey Rough (Honeywell)  
Mark Burt (Challenger TAFE)  
Syd Reed (Honeywell)  
Nic Christodoulou (BP)  
Sebastian Wood (Flowserve)  
David De Lacey (Murdoch University)  
Michael Wagner (KROHNE/Smar)  
Markus Kern (Honeywell)

Cc: Rich Timoney

**1. MATTERS ARISING FROM PREVIOUS MINUTES**

Minutes was proposed for acceptance as a true record by Duncan and seconded by Allen.

**2. CORRESPONDENCE**

INCOMING: Ian Verhappen, Fieldbus Foundation, Weidmuller, JA2004 correspondence, SAIT, PR Electronics, Krohne

OUTGOING: JA2004 correspondence, Smar, Fieldbus Foundation, AOGITC (Terry McNeil)

**3. ACCOUNTS PAID/BALANCE**

Duncan presented July account statement which reported an opening balance of 18,781.79 and closing balance of \$17,975.77.

**4. WEB PAGE ON MAIN FF SITE**

Fieldbus.org.au has been modified with JA2004 registration form now available for download. As previous years paper are still yet to be posted on the web site, it was proposed that a link is to be made to iceweb where they are available for download.

**5. DONATED EQUIPMENT**

WPC replacement DVC – positioner has been located at WPC warehouse.  
Allen advised that he has received latest revision of NI configurator software.

Isolators and terminal blocks were received from Weidmüller.

**6. FIXED RIG**

Jim and Allen will meet up with Frances to discuss future commitment from CCI in regard to the Centre of Excellence.

**Action: Jim**

**7. PUBLICITY**

Jim advised that he will put together a newsletter prior to the Jump Aboard event. A count down flier will also be sent out next week to advise limited number of USB memory keys are still available.

**Action: Jim**

**8. MEETINGS**

Next technical meeting will be scheduled after the Jump Aboard event.

**9. JUMP ABOARD 2004**

Allen advised that JA2004 will be held at the Carlton Crest in Brisbane. All preparation for the event are now well under way.

**10. FF Essentials Course**

Allen advised training will be planned as part of JA2004 event.

Allen confirmed that he has paid the latest invoice from SAIT for the new shipment of manuals.

**11. FF Training Kits**

Allen advised that Smar packet sniffer software is still not functioning correctly. Some money may be retained until the issue with sniffer software is resolved

**Action: Allen**

**12. FF Advance Training**

Allen advised that he is still working to achieve completion of the training module in October 2004.

**Action: Allen**

**13. Mailing List**

It was agreed that the FFEUC Aus mailing list is to be saved as a PST file which can be exported to various excel folder.

**14. Other Business**

AGM is to be held on 23/9/04. Proxy form and voting form are to be posted with the next edition of FFEUC Aus flier.

NEXT MEETING is on 29/9/04 at **7:00 am**. Venue: **Woodside Energy Office, Woodside Plaza** , 240 ST Georges Terrace, Perth.