

DATE OF MEETING: 3rd February 2005

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

Minutes by: TS Lim

PRESENT

T.S. Lim (Secretary - Woodside Energy)
Jim Russell (Co-Chair- ICEweb)
Allen Tighe (Seacove Systems)
Gordon Hutchinson (Weidmuller)
David Edge (Samson)
David Gonzalez (ABB)
Michael Wagner (KROHNE/Smar)
Sebastian Wood (Flowserve)

APOLOGIES

Brian van Bueren (Honeywell)
Duncan Turner (Apache)
Nick Sima (P&F)
Syd Reed (Honeywell)
Jeremy Hales (WPC)
Karl Haller (Co-chair P&F) via telephone hook-up
Bill Ramsay (Emerson Process Management)
Kevin Barnes (MTL)

Cc: Rich Timoney

1. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes was proposed for acceptance as a true record by David E and seconded by Gordon H.

2. CORRESPONDENCE

INCOMING: Ian Verhappen, Fieldbus Foundation, Emerald, JA2005
correspondence, SAIT, Krohne, Stonel, ABB

OUTGOING: JA2005 correspondence, KROHNE, EPM, Fieldbus Foundation,
Yokogawa, Fluke Australia

3. ACCOUNTS PAID/BALANCE

Jim' tabled the FFEUC contribution towards the James O'Gray Scholarship of \$400
US which was accepted by all present.

An initial budget of \$10,000 was put forward to fund JA2005 event and was
proposed for acceptance by Allen and seconded by David E.

2X invoices for registration at JA2005 have yet to be received. Lim to chase up the
outstanding payments.

Action: Lim

Lim advised that there may be outstanding invoices for the JA2004 event. An invoice was received from Emerald Hotel caterer and a payment query was received from FF for David Glanzer's expenses. The matter is to be sorted out when Duncan is back from site.

Action: Allen, Jim, Duncan

4. WEB PAGE

Allen provided an update on the status on the web site. The option of linking to ICEweb for some of the FF material will be considered. A draft policy on display of logos on various FFEUC web pages is to be formalised and circulated for comment by committee.

Action. Allen

5. DONATED EQUIPMENT

Lim advised that ABB has indicated with the possibility of donating some field instruments and system host.

Allen advised that Honeywell are also looking at donating an Experion host system. Stonel has donated 2 units of FF I/O modules with a conditioned power supply and terminators to come.

6. FIXED RIG

No further update on the outstanding CCI business plan.

It is reported that the trainers at CCI may not have sufficient knowledge to run the fieldbus system at CCI training centre.

Updating of the asset register of all equipment donated at CCI is still outstanding.

7. PUBLICITY

All present to feed news items to Dave Edge for collation. Sample of previous newsletters are available from the web site.

Action. Dave

Jim will be presenting a paper at the IICA International Control Conference in Melbourne.

8. MEETINGS

1st technical meeting for the year is scheduled for 11th March. Subjects which will cover 'updates from various vendors', 'overview of engineering guide' and 'highlights from FF 2005 GA'.

9. JUMP ABOARD 2005

Theme for Jump Aboard 2005 has been finalised to be "Get Smart – Implementing Fieldbus". The date for the event will be in the week beginning 12th September.

10. FF Essentials Course

Recovery of the license fee payment to the FFEUC for the Essentials and Configuration has been agreed.

11. FF Training Kits

A formal lending policy of the training kit is to be formulated.

Allen to provide an asset register of all training equipment purchased or donated.

Action. Allen

12. FF Advance Training

Allen has scheduled a 'Configuration Course' in February.

13. Mailing List

Jim has been working on the FF-EUC database with some of the member tracker returns still outstanding . Jeremy and Gordon agreed to assist in follow up on the email bounces

14. Other Business

Lim will be leaving for Vienna for the FF 2004 GA on 19th February.

Eastern State EUC. Some progress has been made in the Eastern Australia FFEUC. All vendors to contact colleagues in Melbourne to help in the running of the committee. 4 technical meetings are to be planned for next year. \$2,000 will be allocated to kick off the group with a total provision of \$5,000 if needed.

Allen will resume the treasury role once the handover from Duncan has been made.

NEXT MEETING is 10th March 2005 at **7:00 am**. Venue: **Woodside Energy Office, Woodside Plaza** , 240 ST Georges Terrace, Perth.