



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

DATE OF MEETING: 30 October 2009

LOCATION: – Woodside Plaza, Perth

Minutes by: Katie Beveridge

PRESENT

Allen Tighe (Chair)

Matt Marcussen

T.S. Lim

Mel Oliveri

Kevin Barnes

Bill Ramsay

Duncan Turner

Kevin Lewis

APOLOGIES

Vince Derriman

Meeting was declared open at 07:08hrs

Allen Tighe opened the meeting

Minutes of Previous Meeting

Previous minutes proposed to be true and correct.

Proposed by: Bill Ramsay

Seconded by: Duncan Turner

General Business

New Marketing (FF) Committee

Bill (HW rep) advised the EUC committee that the FF Marketing group has been set up and have had two meetings and listed the new committee members – only one allowed per vendor.

They are planning on getting things started at the beginning of next year and are in the process of setting up bank accounts, BAS numbers company structure etc. It will be based mainly in Melbourne – most DCS (FF) vendors have Eastern States HQs.

They have engaged the services of a lawyer to look into any conflict of interest between business groups and any other legal requirements.

Proposals

Responses have been received from ECU and ACCEPT.

IICA have been approached but have declined to submit a proposal – KB confirmed.

Copies of each of the proposals were shown to committee members.

Kevin asked whether it would be possible for ACCEPT & ECU to run things as a joint venture but it was decided it that distance would be a problem if the courses were more than one day.

Both facilities have been made aware that access and availability to equipment needs to be under the same conditions that are in place at present. All current arrangements for vendors need to be considered.

General discussion on FF not approving any institution below University level. ACCEPT could be covered, even though they are not at the Uni level but the Foundation at present have only approved Universities for FCTP sites.

Discussion on whether FF should be notified of the committee's intent after dissolving the end user council and introducing the two candidates. Not for any input from FF but just to introduce them and advising what the committee is up to. The committee agreed it was a good idea and decided that a copy of the proposals could be sent FYI only not for any comment.

Expenses

Aim to have all financial matters resolved by 31st December 2009 to close down / pay any outstanding amounts eg: phone accounts, internet, JA09, accounts.

A vote is to take place at the AGM of what to do with the current assets. 75% of membership are required to vote otherwise a period of time has to expire (? amount) before things can be resolved which would take it into early next year.

A reminder to Lim to put in his expenses for JA09 reimbursement.

The books have been audited and Allen showed the committee a copy of the accounts. Noting bills that have been paid and those yet to be paid, including his expenses from GA09.

Balance at present \$11,616

By the end of the year it is expected that there will be approx \$6,500 left in the account plus \$30,000 in term deposit.

Website paid up until next year, credit card stopped, phone, etc all to be disconnected. Whoever takes over can setup their own.

Accounts to be kept in storage for ?? 5 years

AGM

The AGM will be arranged for the last week in November or first week in December depending on availability.

ACEPT and ECU will not be at the AGM and unable to vote for themselves.

All committee members agreed that ACEPT needs a more formal proposal letter on letterhead paper and signed by someone more senior ACEPT staffer.

Meeting Closed: 07:54hrs

Next Meeting:- AGM / XGM

Venue & Date:- TBA (Thu 3rd Dec)

Post meeting note :- copies of the 2 proposals have been sent to Rich T & Bill T - FYI.