

Formal Methods Europe
Minutes of the 20th meeting
held at the Technical University of Denmark, Lyngby, 2 February 1998

Present at the meeting were:

- Göran Anger
- Eric Delalonde
- Dines Bjørner
- Andreas Fett
- John Fitzgerald
- Bo Stig Hansen
- Anne Haxthausen (Observer)
- René Jacquart
- Peter Gorm Larsen
- Peter Lucas (Chairman)
- Nikolai C. Nikitchenko (Observer)
- José Oliviera
- Nico Plat (Secretary)
- Kees Pronk (Treasurer)

1 Minutes of the meeting held in Graz (Austria) on 16 September 1997

The minutes were approved without modifications. The status of outstanding actions was discussed:

- Action 10/5: closed (there is no longer a need to provide such a report to the Commission since they have decided to stop funding FME, see also agenda item 6).
- Action 13/3: closed (see agenda item 7)
- Action 17/1: closed
- Action 17/5: closed
- Action 18/1: continues
- Action 18/2: continues (Dines Bjørner reported that DG5 (Transport) had been contacted).
- Action 18/3: continues (furthermore, a *deadline of 1 March 1998* was imposed upon this action at the meeting).
- Action 18/4: closed
- Action 18/5: closed
- Action 18/8: continues (see agenda item 8)
- Action 18/9: continues
- Action 19/1: closed
- Action 19/2: closed
- Action 19/3: continues
- Action 19/4: closed
- Action 19/5: closed
- Action 19/6: closed
- Action 19/7: closed
- Action 19/8: continues (Nico Plat reported that from the electronic vote on domain names "fmeurope.org" had emerged as winner, setting up the server with this name had not yet been done. Most likely a server at Trinity College in Dublin, Ireland would be used but this is now in the hands of Andrew Butterfield).

2 Financial report by the treasurer

Kees Pronk presented and clarified the current financial situation of the committee. There are no significant differences with respect to the financial situation as described at the previous meeting in Graz. His written report has been circulated to the committee members. Kees' report was formally accepted at the meeting.

3 Financial report from FME'97

Peter Lucas presented and clarified the financial results of FME'97 which was held in Graz, Austria. A small surplus had been made. A written report has been circulated to the committee members. Peter's report was formally accepted at the meeting.

4 FM'99 (Toulouse): state of planning

Dines Bjørner and René Jacquart reported on the progress in the organisation of FM'99. The programme committee has almost been set up. Jeanette Wing and Jim Woodcock, in their capacity as PC chairpersons, are converging in their ideas on the content of the programme. Four out of five invited speakers have already been invited. A call for papers is almost ready and can then be distributed.

More problematic is the exact structure that the conference will have and the financial risk involved. The ESEC conference cannot be held jointly with FM'99 (increasing the rent for the Palais de Conges that FM'99 will have to cover) and organisations that have (informally) shown interest in co-organisation (ACM, IEEE, IFIP) have not yet committed any sharing of the risks in writing. This, in combination with the fact that there is no fall-back plan and no approved budget, forms a financial risk which is too high for FME. Dines Bjørner and René Jacquart agreed to resolve these issues and report their resolution to the committee by 1 March 1998.

Action 20/1: Dines Bjørner, René Jacquart.

5 FME statutes

Kees Pronk presented and clarified the statutes, which will establish FME as a Dutch "Vereniging", in detail. Kees has received some comments which he has incorporated in the current version (version 2) of the statutes. The following additional comments were made at the meeting:

- Article 2 sub 2: add "books";
- Article 2 sub 4: remove "in the EU";
- Article 12 sub 2: add "unless these functions have been combined in one person";
- Article 18 sub 3: the accountant has to be appointed by the board.

Kees will prepare a final version of the statutes which will be distributed electronically, after which there will be a final change for comments (no later than 6 March 1998).

Action 20/2: Kees Pronk

Kees will then co-ordinate with Nico Plat and Peter Lucas to go to the public notary.

Action 20/3: Kees Pronk, Nico Plat, Peter Lucas

Since the official text of the statutes will be in Dutch, it will also be necessary to have an authorised translation into English made.

Action 20/4: Kees Pronk

The question was raised whether FME may submit project proposals to the EU when it has become a legal entity, whereas in the past it could only 'support' consortia of organisations doing so. Peter Gorm Larsen and Nico Plat volunteered to discuss this with EU project officer Alejandro Moya who they will be seeing next week.

Action 20/5: Peter Gorm Larsen, Nico Plat

6 FME Committee funding

Nico Plat reported that he had been informed by CEC project officer Mr. Alejandro Moya that funding travel expenses for attending FME Committee members would be stopped, effectively from now. It was agreed that having FME meetings such as this one was very important, if not essential, but that we would probably have to cut down the number of meetings and to try to deal with many issues electronically.

This raised the issue of the future of FME again as it was noticed at many meetings (too) much time was devoted to discussing issues that deal with the FME symposia. Peter Gorm Larsen came up with the idea to have more specialised (workgroup) meetings at which only those interested in the workgroup subject would attend. Peter offered to organise the first of such meetings in May in Odense.

Action 20/6: Peter Gorm Larsen

Nico Plat offered to discuss the issue of CEC funding for travel expenses for the current meeting with Alejandro Moya.

Action 20/7: Nico Plat

7 FME Committee membership

This issue will be discussed further when FME has become a legal entity. Nikolai C. Nikitchenko stressed the importance of low membership fees, particularly for members from Eastern European countries. There is currently no intend to have high (if any) membership fees for individual FME members.

8 Dissemination actions

Peter Gorm Larsen reported that the FMERail project had recently started. FMERail is currently the only dissemination action in which FME is involved.

9 Report on other FME activities

This item was not discussed due to lack of time.

10 Next meeting

Delft is proposed as the location for the next meeting, the date to be decided, depending on when exactly FME will become a legal entity. Peter Lucas will co-ordinate further arrangements.

Action 20/8: Peter Lucas

11 Other business

Nikolai C. Nikitchenko is involved in the organisation of a formal methods conference in the Ukraine. He seeks support from FME for this, in particularly for papers, referees and lecturers. He is willing to publicise information on FME in a Ukrainian formal methods journal. Dines Bjørner will come forward with a proposal on how FME can best interact with Ukrainian organisations.

Action 20/9: Dines Bjørner

Summary of actions

Action 18/1: Dines Bjørner to pursue the issue of balancing financial contribution and influence over content.

Action 18/2: Dines Bjørner to seek support from the relevant DGs at the European Commission.

Action 18/3: Dines Bjørner to write notes on:

- organisational interfaces (how the committees will work together);
- the modalities of participation for the relevant sub-groups of participants (students, chairs of departments, application groups, researchers etc.); and
- a description of the overall program.

all this originally by the end of April 1997 for delivery to the interested subgroups. Responses from interested parties would be sought by June with the aim of completing a budget which takes account of risk levels. At the 20th meeting it was decided to set a new *deadline of 1 March 1998* for this activity.

Action 18/8: All members to make suggestions for leveraging actions

Action 19/3: Dines Bjørner to enquire of user groups what they require by way of proceedings, printing costs, etc.

Action 19/8 (adjusted at the 20th meeting): Andrew Butterfield and Nico Plat to set up the central FME web server with the domain name "www.fmeurope.org".

Action 20/1: Dines Bjørner and René Jacquart to provide *before 1 March 1998*:

- insurances from other organisations (ACM, IEEE, IFIP) to reduce the financial risks of the conference;
- a renewed budget based on the discussions during the 20th meeting;
- a fall back plan (in case the financial risks remain too high).

Action 20/2: Kees Pronk to prepare a final version of the statutes and distribute these to the other committee members.

Action 20/3: Kees Pronk, Nico Plat and Peter Lucas to co-ordinate in having the statutes enforced by a public notary.

Action 20/4: Kees Pronk to arrange having the statutes translated from Dutch into English.

Action 20/5: Peter Gorm Larsen and Nico Plat to discuss the implications of FME becoming a legal entity with respect to EU funded projects with Alejandro Moya.

Action 20/6: Peter Gorm Larsen to arrange a task-oriented workgroup meeting in Odense.

Action 20/7: Nico Plat to discuss funding travel expenses by the CEC for the 20th meeting with Alejandro Moya.

Action 20/8: Peter Lucas to co-ordinate Date en location of the 21st meeting.

Action 20/9: Dines Bjørner to prepare a proposal for interaction between FME and Russian organisations.