

**Formal Methods Europe  
Minutes of the 21<sup>st</sup> meeting  
held at the The City Pipe, London, 15 October 1998**

Present at the meeting were:

- Robin Bloomfield
- Andrew Butterfield
- Dines Bjørner
- Tim Denvir
- John Fitzgerald
- Torsten Klein
- Peter Gorm Larsen
- Peter Lucas (Chairman)
- Nico Plat (Secretary)
- Kees Pronk (Treasurer)

Apologies had been received from Göran Anger, Eric Delalonde, Andreas Fett, Marie-Claude Gaudel, René Jacquart, Jan Storbak Pederse, Jose Oliviera and Jim Woodcock.

**1 Agree upon agenda**

The agenda distributed at the meeting was agreed upon without modifications.

**2 Minutes of the meeting held in Lyngby (Denmark) on 2 February 1998**

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

- Action 18/1: closed.
- Action 18/2: continues (Dines Bjørner reported that previously it was too early to take action upon this but that now the time had come to go ahead with it).
- Action 18/3: closed (a rather extensive document has been written and is being kept up-to-date. The document has been distributed to those actively involved with FM'99).
- Action 18/8: continues.
- Action 19/3: closed.
- Action 19/8: closed (see also item 6 on the agenda).
- Action 20/2: closed.
- Action 20/3: closed.
- Action 20/4: closed.
- Action 20/5: closed (Peter Gorm Larsen and Nico Plat had had a discussion with Alejandro Moya who had said that FME could now act as an independant partner in these projects, most likely in such a situation working with subcontractors).
- Action 20/6: closed (Peter Gorm Larsen reported that this workgroup meeting had taken place and that minutes of this meeting had been distributed via the fme-ctte electronic mailing list).
- Action 20/7: closed (see also agenda item 10).
- Action 20/8: closed.
- Action 20/9: continues (Dines Bjørner reported that this had been postponed until July 1999. Dines has close contacts with Russian groups working in the formal methods field. Their primary concern at the moment is to gather funds for travelling).

### **3 Financial report by the treasurer**

Kees Pronk presented and clarified the current financial situation of the committee. Since the previous meeting the following changes in balance had taken place:

- a small surplus of the FME conference in Graz (FME'97) had been received;
- legal fees for establishing FME as a legal organisation had been paid;
- a translation of FME's charter from Dutch into English had been paid and
- chamber of commerce fees had been paid.

as a result the overall balance had gone down approximately 2000 Ecu.

According to the charter, two members must be nominated to check the accounts: this must be performed annually. Peter Lucas will identify two auditing FME members before the next annual general meeting.

*Action 21/1: Peter Lucas*

Advance payments to the FME'97 PC members who were reimbursed by the EC for attending the PC meeting in Newcastle in April 1997 still need to be paid back. John Fitzgerald was asked to remind these PC members to do so.

*Action 21/2: John Fitzgerald*

### **4 FM'99**

Dines Bjørner reported on the progress in the organisation of FM'99. The programme committee has been completely set up. A poster with extensive information on the conference, including a call for papers has been designed, printed and is now being distributed (5000 copies by mail, 2000 more via PC members). 50 members have not yet sent requests for posters to Rene Jacquart: they are reminded to do so as soon as possible.

A number of mailing lists have been set up to ease the administration:

- fmall@cert.fr (all involved in the organisation of the conference);
- fmug@cert.fr (user groups);
- fmit@cert.fr (industrial tutorials) and
- fmpec@cert.fr (programme committee).

Jonathan Bowen has replaced Michael Hinchey in his capacity as Publicity Chairman of the conference. Jonathan will maintain the detailed web pages (for the user groups, industrial tutorials, tools exhibition, etc.) but the main FM'99 web page will still be maintained from Toulouse. Michael has promised to try to assure support from IEEE CS at a meeting next Monday and Tuesday. Sponsorship from ACM SigSoft could not be obtained.

A number of volumes with printed proceedings will be produced. Springer Verlag has agreed to publish these proceedings. Every participant will receive one volume of choice of the printed proceedings plus a CD-ROM which contains all conference materials.

Nico Plat reported on the progress of the organisation of the tools exhibition/applications forum. He and Tim Denvir (co-organiser) will meet on 16 October to discuss practical issues in detail, after which attendance can be solicited more effectively. "7 Magic Minutes" sessions will be held, Andrew Butterfield volunteered to organise these.

*Action 21/3: Andrew Butterfield*

### **5 FMERail project**

This FME meeting was held in conjunction with the 2<sup>nd</sup> FMERail workshop. Peter Gorm Larsen reported on the progress of the FMERail project. The first workshop was held in Breukelen, The Netherlands on 8 and 9 June of this year. The second was being held at the moment and had

attracted 65 attendees, mainly academics from the UK. The 3<sup>rd</sup> workshop is planned in January/February 1999 in Germany, the 4<sup>th</sup> in April 1999 in Sweden and the 5<sup>th</sup> will be held during FM'99 in September 1999. Peter envisaged that, in addition to the workshops being organised, small teams would be formed in the course of the project which would visit the (potential) clients who had attended one or more of the workshops to assess their situation and to see if and how they could be helped further on a more individual basis.

## **6 FME web site**

Andrew Butterfield had submitted a proposal, circulated prior to the meeting, to set up an Internet web site for FME. Peter Gorm Larsen raised the issue of how the web site was going to be maintained. John Fitzgerald suggested that the 'FME industrial subgroup' (see agenda item 7) be approached to address this issue and Andrew agreed to do this.

*Action 21/4: Andrew Butterfield*

The meeting further suggested that Andrew should go ahead with his proposal as planned.

*Action 21/5: Andrew Butterfield*

## **7 Membership issues**

Kees Pronk reported that 16 persons had sent membership application forms to him so far. At the FMERail workshop and at the meeting itself another 6 persons filled out the form which brings the total number of members at the moment at 22. Nico Plat agreed to send a reminder to the members of the fme-ctte electronic mailing list.

*Action 21/6: Nico Plat*

## **8 Potential activities**

Nico Plat reported that a number of FME members had met in Odense (May 1998), where they had had an 'industrial subgroup meeting' to discuss potential FME activities oriented towards an industrial audience. The minutes of this meeting have been sent to all members via the fme-ctte electronic mailing list. No new meeting has been planned yet.

## **9 Next meetings and how to finance them**

This subject was only briefly discussed due to lack of time. The meeting felt that, in principle, attendees should cover their own travel expenses although in cases where the presence of an individual might be considered very important the board could decide to reimburse the travel expenses of that individual. The FME board will formulate a procedure for this.

*Action 21/7, Peter Lucas, Nico Plat, Kees Pronk*

Furthermore, the already established practice to organise FME meetings in conjunction with events where a high presence of the members can be expected will be continued as much as possible.

## **10 Financing the Lyngby meeting**

At the last meeting in Lyngby it was assumed that the travel costs for five persons would be reimbursed by the EC. After the meeting it turned out, however, that the EC withdrew their initial approval because they claimed that FME had never formally applied for funding (even though Peter Lucas had a fax to prove this!). Nico Plat, seconded by Tim Denvir suggested that these five persons, in this exceptional situation, would be reimbursed by FME. This proposal was accepted. Nico Plat will reclaim the original reimbursement forms from Alejandro Moya (EC) and send them to Kees Pronk, who will then reimburse the five persons involved.

*Action 21/8: Nico Plat*

*Action 21/9: Kees Pronk*

## **11 Next meeting**

Berlin has been proposed by Andreas Fett as the location for the next meeting, the date to be decided, most likely at the end of February 1999. Peter Lucas will co-ordinate further arrangements.

*Action 21/10: Peter Lucas*

## **12 Other business**

- Nico Plat reported on an e-mail message sent to the fme-ctte electronic mailing list by Andreas Fett asking a few questions related to FME membership for the purpose of producing a flyer on FME. These questions were briefly discussed at the meeting. Peter Lucas agreed to send a reply to Andreas.

*Action 21/11: Peter Lucas*

- Nico Plat reported on an e-mail message sent to the fme-ctte electronic mailing list by Jose Oliviera, pointing the attention of the meeting to the set-up of the IEEE Formal methods Planning group. It was decided that no action would be taken until it was more clear what this group was going to do. Dines Bjørner reported that he was already in contact with the co-ordinator of this group.

## Summary of actions

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

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

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 20<sup>th</sup> meeting;
- a fall back plan (in case the financial risks remain too high).

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

Action 21/1: Peter Lucas to identify two members to audit the FME financial accounts

Action 21/2: John Fitzgerald to remind FME'97 PC members reimbursed by the EC to forward payments to FME.

Action 21/3: Andrew Butterfield to organise "7 Magic Minutes" sessions at FM'99.

Action 21/4: Andrew Butterfield to address the issue of maintaining the FME Internet web site with the FME industrial subgroup

Action 21/5: Andrew Butterfield to set up the FME Internet web site.

Action 21/6: Nico Plat to send a reminder to the fme-ctte mailing list to become FME members.

Action 21/7: Peter Lucas, Nico Plat and Kees Pronk to formulate a procedure for reimbursement of travel expenses on an individual basis.

Action 21/8: Nico Plat to reclaim the original reimbursement forms from Alejandro Moya for the Lyngby meeting.

Action 21/9: Kees Pronk to arrange reimbursements for the Lyngby meeting.

Action 21/10: Peter Lucas to arrange the next meeting (February 1999, Berlin).

Action 21/11: Peter Lucas to send a reply to Andreas Fett on relevant information for the FME flyer.