

**Formal Methods Europe
Minutes of the 24th meeting
held at FM'99, Toulouse, France, 22 September 1999**

Present at the meeting were:

- Bernhard Aichernig
- Göran Anger
- Robin Bloomfield
- Andrew Butterfield
- Dines Bjørner
- John Fitzgerald
- René Jacquart
- Cliff Jones
- Andreas Kerschbaumer
- Peter Gorm Larsen
- Peter Lucas (Chairman)
- Paul Mukherjee
- José Oliveira
- Jan Storbak Pedersen
- Nico Plat (minutes)
- Kees Pronk
- Wolfgang Reisig
- Jan Tretmans
- Jim Woodcock

Apologies had been received from Andreas Fett and Michel Chaudron.

1 Agree upon agenda

The agenda distributed at the meeting was agreed upon with one addition: agenda item 10: Report on FM'99.

2 Minutes of the meeting held in Stockholm on 13 May 1999

The minutes were approved without modifications.

The status of outstanding actions was discussed:

- Action 21/5: Andrew Butterfield reported that there had been very little progress, mainly due to difficulties with registering the domain name www.fmeurope.org as part of the Trinity College domain. Nico Plat suggested that the fact that the 'official' FME web site had not been updated during the past two years required urgent action. Nico suggested that he would help Andrew to solve this matter, perhaps by moving the web site to the Dutch FME web site (www.fme-nl.org) which is actively being maintained and also contains general information on FME. Action ongoing.
- Action 22/5: Kees Pronk reported that the modifications suggested by Tim Denvir were already implied by the current wording of the reimbursement protocol, but nevertheless he agreed that implementing Tim's suggestions would clarify this. He has therefore adjusted the protocol accordingly. Action closed.
- Action 22/7. Has become obsolete, action closed.
- Action 22/8: Covered by action 21/5, action closed.
- Action 22/9: No new suggestions for members had been received but the suggestion was made that the board would formulate a membership policy which would take into account the possibility of having non-European members and which would also include suggestions for a revised FME structure in case membership would increase dramatically.

Action 24/1: Peter Lucas, Nico Plat, Kees Pronk
Action closed.

- Action 22/11: This action was covered by John Fitzgerald's proposal for the next FME meeting (see agenda item 9). Action closed.
- Action 22/12: No progress. Action continues.
- Action 23/1: Done, but Peter Lucas reported that new developments had superseded this action. Action closed.
- Action 23/2: Done, see also action item 22/5. Action closed.

3 Financial report by the treasurer covering the period 8 May 1998 – 31 December 1998

Kees Pronk had sent in a written financial report prior to the meeting, reflecting FME's financial situation regarding the period 8 May 1998 – 31 December 1998. Kees presented and clarified the report at the meeting, again expressing the concern that sufficient income is needed to cover the costs for travel reimbursements. The report was accepted and approved by the members present at the meeting.

4 Report by the audit committee regarding the period 8 May 1998 – 31 December 1998

In accordance with article 18 of the FME constitution, an audit committee consisting of FME members Michel Chaudron and Peter Gorm Larsen had checked the FME financial accounts. It was noted that although only formally the period 8 May 1998 – 31 December 1998 had to be covered by the report of the audit committee, the audit committee had checked the period 1 January 1998 – 31 December 1998. Both audit committee members had checked the reports separately. Michel Chaudron had reported in writing (because he was absent at the meeting) that he had checked the financial report of FME as drawn up by the treasurer and that he had verified the data on which it was based. He found this report to be correct and recommended that it be accepted. Peter Gorm Larsen declared the same at the meeting. On the basis of these statements Kees Pronk was discharged as treasurer for the period covered by the reports.

5 Account of activities during the past period

In accordance with article 18, sub 2 of the FME constitution, the FME secretary had circulated an account of the activities undertaken during the past period. Activities of the association during the period accounted for focussed on three main areas:

1. Incorporation as an 'official', legal association under Dutch law. This included the establishment of some basic procedures (e.g. for travel reimbursements), registration of members, and creating awareness of its own position with respect to the outside world, e.g. participating in projects funded by third parties.
2. Involvement with FM'99, the first world congress on formal methods organised under the umbrella of FME. Members themselves were practically involved in the organisation and FME also took a strong financial involvement in this event. This action took up most time of the FME board and also of its most active members.
3. Support of external projects. During this period there was only one such project: FMERail, carried out under the ESSI program supported by the European Union.
4. Initial establishment of FME web sites (now available in approximately 10 different countries). The report was formally approved and accepted by the FME members at the meeting.

6 Board member election

In accordance with article 10, sub 5 of the FME constitution, the FME board suggested the following rota for board members:

- 1999: Nico Plat
- 2000: Kees Pronk
- 2001: Peter Lucas

The rota was unanimously approved and accepted by the members present at the meeting.

In accordance with the rota, Nico Plat resigned as FME secretary at the meeting. He also declared himself available for re-appointment and subsequently was unanimously re-appointed by the members present at the meeting.

7 Plans for second half of 1999/2000

In accordance with article 18, sub 2 of the FME constitution, the FME board had circulated a policy plan for the remainder of 1999 and the year 2000. During that period the board intends to increase the focus on industrial activities. In particular, the board intends to:

1. Increase the number of active members participating in industrial activities.
2. Further define the role that FME can play in stimulating industrial activities with respect to formal methods. The board intends to do this by organising a workshop co-jointly with the next FME meeting in January/February 2000 dedicated to this subject.
3. Continue to support (primarily industrial) external projects, such as FMEInfRes, FMEIndSem and FMERail in the past.
4. Stimulate the network function of FME through its electronic mailing list and also by distributing an electronic news letter.
5. Stimulate the construction and maintenance of (a) FME web site(s) with relevant (actual, local, industrial) information. Whereas in the past a number of different web sites existed at an equal number of different servers, in the future there will be only one web site but still with relevant local data.

Of course, the organisation of the 18-monthly symposium is and remains an important activity of FME. The report was formally approved and accepted by the FME members at the meeting.

8 The next FME symposium

Several locations (Portugal, Sweden and Germany) and forms (large world conference such as FM'99 versus small "traditional" FME symposium) for the next FME symposium/conference were discussed. Given the success of FM'99 it was felt that FME should continue to organise world conferences but since it roughly takes three years to organise such an event (based on the experiences with FM'99) it was decided to first organise a smaller, traditional FME-style symposium and after that organise a new world conference.

The conclusion drawn at the previous meeting that Wolfgang Reisig of Humboldt University in Berlin would not be willing to organise the next symposium turned out to be incorrect. In fact, Wolfgang was happy to offer to host the event and outlined his plans at the meeting. Taking the suitability of Berlin as a location for the next symposium into account it was decided to appoint Wolfgang Reisig as the OC chairman for the next 'traditional FME-style' symposium in March 2001 in Berlin. José Oliveira was appointed as one of the two PC co-chairmen (the other still to be nominated) for the symposium. Peter Lucas and José Oliveira will jointly nominate a second PC chairman

Action 24/2: Peter Lucas, José Oliveira

Dines Bjørner offered to organise the next world conference in July 2002 in Copenhagen. Dines' offer was accepted.

9 Date and place of next meeting

John Fitzgerald offered to host the next meeting at the University of Newcastle. He also suggested, in order to implement action 22/11 and to make the policy as put forward by the board to increase FME's focus on industrial activities more concrete, to have a two-day meeting: one day/evening focusing on regular FME business and one day organised as a workshop and brainstorm session focusing on industrial activities. This proposal was accepted. The meeting will be held on Thursday evening 17 February 2000 and Friday 18 February 2000. The workshop will be at 'Close House' near Newcastle, one of the university's resources in the countryside.

10 Report on FM'99

René Jacquart gave a brief and preliminary report on the state of affairs with FM'99. With more than 500 participants and 32 tool exhibitors it has become clear that the conference will generate a surplus: final figures will be available in a few months time. Peter Lucas thanked René Jacquart and Dines Bjørner for all their work in organising FM'99.

11 Other business

There was no other business.

Summary of actions

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

Action 22/12: Peter Lucas to seek members for the FME conference subgroup (to be formed).

Action 24/1: Peter Lucas, Nico Plat and Kees Pronk to formulate an FME membership policy.

Action 24/2: Peter Lucas and José Oliveira to nominate a second PC chairman for the FME symposium in Berlin in 2001.