



**Formal Methods Europe
Minutes of the 46th meeting (Annual General Meeting)
Held at the BCS, London, UK
25 February 2007
www.fmeurope.org**

Present at the meeting were:

- Bernhard Aichernig [TU Graz]
- Derek Andrews [independent consultant]
- Jos Baeten [TU Eindhoven]
- Juan Bicarrequi [Rutherford Appleton Laboratory]
- Tijn Borghuis [TU Eindhoven]
- Alessandro Fantechi [Politecnico di Milano]
- John Fitzgerald (Chairman) [Newcastle University]
- Stefania Gnesi [ISTI]
- Nico Plat (Secretary) [West Consulting BV]
- Marcel Verhoef (Treasurer) [Chess BV]
- Marina Waldén [Åbo Akademi University]

Apologies had been received from: Eerke Boiten, Niklas Holsti, Randolph Johnson, Jan Storbank Pedersen, Bernhard Schätz, John Cooke, Dino Mandrioli, Peter Gorm Larsen, Gunnar Piho, Dines Bjørner, Eckehard Schnieder, Jan Klauck, Stefan Gruner, Bruce Watson, Lynn Marshall, Cliff Jones, Simão Melo de Sousa, Anthony Hall, José Nuno Oliveira, Harald Hiss, Jens Doll, Jan Tretmans, Jonathan Bowen and Joey Coleman.



1 Welcome

John Fitzgerald welcomed the members present. He thanked Paul Boca (not present at the meeting) and the BCS for hosting and organising the meeting. He announced that the financial report for 2007 was not ready yet and that the Independent Financial Examiners¹ therefore had

¹

“Independent Financial Examiners” were formerly known as “Auditors”. Derek Andrews pointed out during the meeting that the term “Auditor” cannot be used since it is a legally protected name for a profession. He suggested using the phrase “Independent Financial Examiners” from now on instead.



not yet had the opportunity to analyse discharge their responsibilities. As a consequence, the financial report over 2007 and the budget for 2008 could not be approved at the meeting. A provisional report and budget is ready, but matters of formal accounting and agreement by the members will be handled by email and at the next meeting.

2 Agree upon agenda

Agenda item 6 (Report by the independent financial examiners) was omitted because there is no financial report for 2007 yet. For the same reason agenda items 5 and 9 have a provisional character. The remainder of the agenda was agreed upon.

3 Minutes of the meeting held in Eindhoven, The Netherlands on 9 October 2007

The minutes of the meeting were approved without modification.

4 Action list

Action 40/2: Bernhard Aichernig to further promote and provide structure for FME's Wiki
This is an ongoing activity further discussed under agenda item 16. Action closed.

Action 40/3: Bernhard Aichernig to coordinate discussion on on-line publications by FME
The FME Board decided that this is given a low priority. Action closed.

Action 43/2: Kees Pronk and Marcel Verhoef to setup a new bank account for FME before the end of 2007

Done, action closed. FME now has an account with the Dutch Fortis bank.

Action 43/5: Bernhard Aichernig to make links from Wikipedia to the FME website and FME Wiki
Done, action closed.

Action 43/6: John Fitzgerald to prepare a proposal for an annual report on the status of formal methods

No progress, action continues.

Action 43/8 John Fitzgerald to send the FP7 report to FME's EU contacts and to Jean-Raymond Abrial

Done, action closed. No feedback had been received.

Action 44/8: ForTIA to formulate their plans for FM'09 (deadline: next FME meeting)

No progress, action continues.

Action 44/9: The Education Subgroup to formulate their plans for FM'09 (deadline: end of 2007)

No progress, action continues.

Action 44/12: John Fitzgerald to discuss with Jim Woodcock the pros and cons of having an FME award

There will be more detailed news within the next two weeks. Initial ideas are to have two kinds of award: one high profile award in recognition of significant achievement in the field of formal methods, and one in recognition of support for FME and its goals.

Action 45/1: John Fitzgerald to ask Paul Boca to submit a proposal covering the travel costs for Peter Gorm Larsen.

Done, action closed.

Action 45/2: Paul Boca to produce a memorandum of understanding on the collaboration between FME and BCS/FACS on organising a joint seminar
This will be done soon, action stays open.

Action 45/3: Marina Waldén to prepare a revised budget for FM'08
Done, action closed.

Action 45/4: Nico Plat to remind ForTIA to submit a plan for 2008
Done, action closed.

Action 45/5: Nico Plat to remind Stefania Gnesi and Bernhard Aichernig to send documents/information to Marcel Verhoef for registration at the Chamber of Commerce
Done, action closed.

Action 45/6: Nico Plat to remind the FM'08 organisation committee to submit a revised budget.
Done, action closed.

Action 45/7: FM'09 OC to produce a budget
Progress but awaits input from Marcel Verhoef. Action continues.

Action 45/8: FM'09 OC to produce an action plan including a timeframe
Done, action closed. See also agenda item 11.

Action 45/9: FME Board and FM'09 OC to agree on a contract
Awaits the results of the negotiations with the FM'08 OC. Action continues.

Action 45/10: John Fitzgerald to get feedback from FME's members on the "small projects" approach that has been followed so far
No progress, action continues.

Action 45/11: John Fitzgerald to contact Paul Boca with respect to the schedule of BCS/FACS seminars in 2008.
Action obsolete and closed.

5 Financial report regarding the period 1 January 2007 – 31 December 2007

Marcel Verhoef presented a provisional financial report for 2007. It was noted that (i) travel costs in 2007 had been higher than expected due to the meetings that had been held in Hamilton, Canada and in Turku, Finland, (ii) the donation that had been received from Ada Netherlands, and (iii) the substantial financial surplus of FM'07. Overall, the financial position of FME is good.

Because the report was not ready in time for the Independent Financial Examiners to check before the meeting, it was not possible to formally approve the report. The approval is scheduled for discussion by email and ratification at the next meeting.

Action 46/1: Marcel Verhoef to send the financial materials for 2007 to the Independent Financial Examiners.

Much energy last year was put into moving FME's bank accounts in Belgium to Fortis bank, based in The Netherlands. The new Dutch account is now operational and the old Belgian accounts have been closed down. The new account will provide more flexibility, since it can be managed over the Internet in a secure fashion. The last step in the hand-over procedure is to formally register Marcel at the Chamber of Commerce as the Treasurer (he is currently registered as a regular board member) and to delete Kees Pronk from that same registry. In addition, the financial records of FME will be transferred from Kees to Marcel.

6 Report by the Independent Financial Examiners

The agenda item was deferred to email discussion for the reasons mentioned under item 1.

7 Account of activities from 1 January 2007 – 31 December 2007

Nico Plat presented the annual report of activities in 2007 (attached to the minutes). The meeting approved the report *nem con.*

7 Board member election

In accordance with Article 10.5 of the Statutes, John Fitzgerald (Chairman) and Stefania Gnesi stepped down as Board members. Both indicated their willingness to serve a further term. There were no other candidates to take their position. Therefore John and Stefania were elected unopposed.



9 Budget for 2008

Marcel Verhoef presented a provisional budget for 2008.



The travel budget will be raised to € 7.500 in 2008 because another meeting will be held in Turku, Finland (see also item 5; Turku is quite an expensive destination to reach).

No funds have been set aside for a new “Small Projects” call in 2008 since the surplus of FM’08 is expected to be marginal. Furthermore, Marcel proposed to use the financial resources of the association to stimulate additional activities to support the FM’09 symposium.

FME’s new bank does not offer a savings account but a savings bond instead. Marcel suggested

to put aside half of FME's reserves for six months and a quarter for three months, in repetition. This provides a good balance between the achievable maximal savings interest and accessibility of FME's financial assets. It is estimated that this will provide a surplus of € 2.000 in 2008. The interest rate currently is 3.5%. This procedure was approved by the members present.

Because the financial report for 2007 could not be approved at the meeting (see item 5) it was not possible to approve the budget for 2008 either. Final approval of the budget is scheduled for the next meeting. The meeting authorised the Board to work on basis of the provisional budget until that time.

10 Plans for 2008

John Fitzgerald presented FME's plans for 2008 (attached to the minutes). The plan was accepted by the meeting *nem con*.

11 Status reports on FM'08 and FM'09



Marina Waldén presented the status on FM'08. Her presentation is attached to the minutes. The number of submitted papers was rather low. However, the number of accepted papers is sufficient to support a normal programme and the quality of all papers conform to FME's high standards. All other arrangements are in place with the exception of the contract between FME and Åbo Akademi University, pending the approval of Åbo's legal department.

The meeting approved the proposal to go ahead with FM'08.

Tijn Borghuis and Jos Baeten presented the current state of affairs with respect to the organisation of FM'09 (attached to the minutes). The meeting approved the current plans. Setting up a budget and contract are the next steps.



12 Sponsorships by FME

See the provisional financial report for 2007 for an overview of the sponsorships provided by FME in the last year. No further actions will be taken to increase the sponsorship requests in 2008. The scheme works well at this time.

13 Report on small projects

Only one report had been received from Peter Gorm Larsen on the "Tools Repository" project (report is attached to the minutes). All projects are supposed to finish in the first half of 2008.

14 ForTIA

No report had been received on ForTIA's activities in 2007, and no plan for 2008 either. It is known though that ForTIA will organise another I-Day at FM'08.

15 FME Education Subgroup

No report had been received on the Education's Subgroup's activities in 2007, and no plan for 2008 either. The Education Subgroup intends to have a new workshop at FM'09 in Eindhoven.

16 FME web site/Wiki/Electronic Publications

Bernhard Aichernig presented the status of FME's website and the FME Wiki. See also the report on FME activities in 2007. Priority on electronic publications will be lowered in 2008. West Consulting will not be continuing their support for the CMS that FME is currently using. A new solution is sought therefore.

Action 46/2: Bernhard Aichernig to select a new CMS for FME's website

Jan Klauck (not present at the meeting) has offered his services to aid in this field. Bernhard will take this up.

Action 46/3: Bernhard Aichernig to negotiate Jan Klauck's possible role in FME's publications/web site

17 Date and place of the next meeting

It was proposed to have the next meeting in Turku, Finland, at 12:30 local time on 29 May 2008 (at FM'08).

The meeting after that will be in Pisa, Italy, hosted by Stefania Gnesi. The intention is to couple the meeting with a technical colloquium.

Action 46/4: Stefania Gnesi to propose a date for the 48th meeting.

18 Other Business

There was no other business.



Summary of actions

Action 43/6: John Fitzgerald to prepare a proposal for an annual report on the status of formal methods

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Action 46/2: Bernhard Aichernig to select a new CMS for FME's website

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Action 46/4: Stefania Gnesi to propose a date for the 48th meeting.

Enclosures

- Provisional financial report on 2007 and budget for 2008
- FME report on 2007
- FME Plans for 2008
- Small project progress report by Peter Gorm Larsen
- Presentation on the status of FM'08
- Plans for FM'09