

### 3.10 Secretary's Report – Bill Chiu

#### 3.10.1 Membership Review

Voting Members – Seven new members was approved and added at the Charlotte, NC meeting:

- o Richard L. Amos            Unifin International                    Producer
- o Paul Boman                Hartford Steam Boiler                Producer
- o Jeff Benach                 On-Line Monitoring, Inc.             Producer
- o Robert G. Ganser         Transformer Consulting Services     Consultant
- o Eduardo Garcia            Siemens                                 Producer
- o Vinay Mehrotra            Waukesha Electric Systems         Producer
- o Joseph P. Melanson      J. Melanson, Inc.                     Unknown

A welcome letter was sent to this new member. Again our aim is to encourage active participation in the work of the committee, and encourage all participants to become members of the committee. We will continue to encourage and work with all Subcommittee Chairs on a new member sign-up campaign.

Please note that we now have eight (8) member types. The Administrative Subcommittee approved adding two member types at the Dallas meeting. Remember the AMS does not consider Interested Individuals as “active members”. A summary report on the membership statistics from our AMS system is attached to the end of this report. Notice that Interested Individuals do not show-up in the pie-charts. Membership, including changes made at the Charlotte meeting now stands at:

Interested Individual	667	
Interested Individual - IEEE Life Member *	1	
<b>Total Interested Individuals</b>		<b>668</b>
Active Participant	216	
Active Participant - IEEE Life Member *	5	
<b>Total Active Participants</b>		<b>221</b>
Committee Member	194	
Committee Member - Emeritus Member *	7	
Committee Member - IEEE Life Member *	21	
Committee Member - Corresponding Member	1	
<b>Total Committee Members</b>		<b>223</b>
<b>TOTAL IN AMS DATABASE</b>		<b>1112</b>

\* - indicates this member type receives a discounted registration fee.

#### 3.10.2 New Member Applications

Seven new applications for Committee Membership have been received and will be submitted for approval since the Charlotte meeting:

Name	Affiliation	Sponsor #1	Sponsor #2	Sponsor #3	Membership Category
Carl Bush	PEMCO Corp	J. Sullivan C57.12.01	A. Molden C57.98 Impulse Test Guide WG	C. Johnson Dry Type SC	Producer

<b>Name</b>	<b>Affiliation</b>	<b>Sponsor #1</b>	<b>Sponsor #2</b>	<b>Sponsor #3</b>	<b>Membership Category</b>
Yunxiang Chen	Parsons Corp.	C. Johnson Dry Type SC	P. Hopkinson Dielectric Test Table	S. Kennedy C57.18.10 WG	User
Ramon Garcia	Prolec-GE	B. Paulin Low Freq. Dielectric Test WG	A. Molden C57.98 Impulse Test Guide WG	L. Wagenaar Dielectric Test SC	Producer
James (Jim) Graham	Alliant Energy	R. Ladroga Insulating Fluids SC	P. McShane C57.147 WG	J. Arteaga C57.12.10 WG	User
Stephen H. Jordan	TVA	R. Girgis Performance Characteristics SC	E. Lemke C57.113 WG	J. Harley C57.127 WG	User
Tony Pink	Dynamic Ratings, Inc.	T. Lundquist Power Transformers SC	Andre Lux On-Line Monitoring	T. Jauch Transformer Paralleling Guide	Producer
Marnie B. Roussell	Entergy	G. Anderson C57.150 WG	P. Powell C57.12.90 Clause D	T. Lundquist Power Transformers SC	User

These applications will be reviewed at the Administrative Subcommittee meeting. The Committee welcomes and encourages active participants to become Members of the Committee. Requirements and application forms can be found in the Organization and Procedures (O&P) Manual, accessible on the Committee website. Subcommittee Chairs are encouraged to recommend new members, and to communicate to applicants awareness that Membership is a privilege gained through active participation in Committee work at the WG and SC level. WG and SC Chairs are reminded also that signing an application sponsoring a new member signifies their sponsorship that the applicant has met the requirement of membership and active participation for at least one year in the WG or SC they Chair. New member applications can be forwarded to the Secretary's attention at any time for review at the next AdsubCom meeting.

### **3.10.3 Committee, Subcommittees, and Working Group Rosters**

In order to provide indemnification to working group and subcommittee members it is crucial that membership lists be maintained. Our AM system has these functions built-in to ease these administration tasks. It is important that each subcommittee and working group chair keep the rosters updated so that this information can be provided to the IEEE SA.

### **3.10.4 Meeting Minutes**

The minutes of the Charlotte, NC, Spring 2008 Transformers Committee meeting were posted to the committee website on Tuesday, September 16, 2008.

The minutes of the Minneapolis, Minnesota, Fall 2007 Transformers Committee meeting were mailed on Monday, September 16, 2008, to those who ordered printed copies during meeting registration. 39 registrants ordered printed copies of the Minutes. A total of 42 copies were printed and bound.

The cost of previous minutes was:

Raleigh (Spring '03)	\$3946.82	
Pittsburgh (Fall '03)	\$714.27	
San Diego (Spring '04)	\$1481.77	(78 @ \$13.60 ea. + \$357.17 postage)
Las Vegas (Fall '04)	\$1084.56	(60 @ \$12.76 ea. + \$319.17 postage)
Memphis (Fall '05)	\$643.07	(postage \$468.07 + printing \$175)
Costa Mesa (Spring '06)	\$723.64	(postage \$263.64 + printing \$460)
Montreal (Fall '06)	\$1020.19	(postage \$291.25 + printing \$728.94)

Dallas (Spring '07)	\$1379.31	(postage \$435.55 + printing \$943.76)
Minneapolis (Fall 2007)	\$1365.81	(postage \$463.51 + printing \$954.26)
Charlotte (Spring, 2008)	\$773.93	(postage \$214.29 + printing \$559.64)

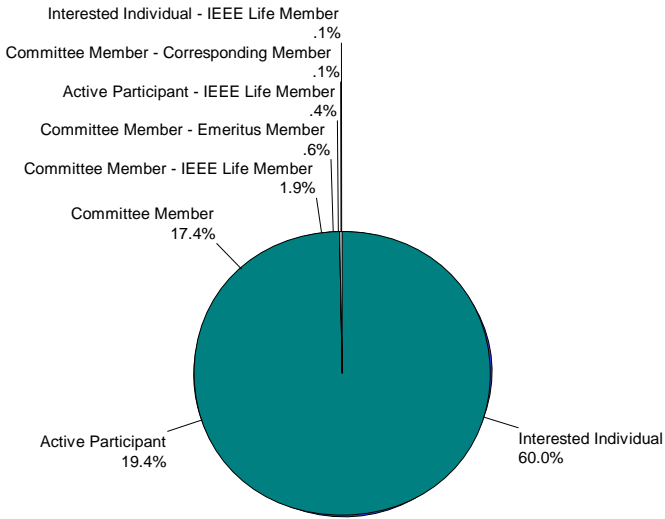
Subcommittee Chairs are requested to submit their SC Minutes for the Porto, Portugal meeting by December 12, 2008. Minutes should be submitted via e-mail to the Secretary [bill.chiu@sce.com](mailto:bill.chiu@sce.com) , with a copy to Susan McNelly [simcnelly@ieee.org](mailto:simcnelly@ieee.org) for posting on the Committee website. The submittal should be formatted in Word 2007 (or earlier versions) and should be formatted in the format as shown in the present assembled Minutes, with numbering as indicated in Main Committee Meeting Agenda. Please indicate total attendance count for each Subcommittee, Working Group, and Task Force meeting in your Minutes. Please do not send a copy of the attendance listing for this attendance count. If a SC Vice-Chair, Secretary, or other SC member is preparing the SC Minutes, please let them know these details about Minutes submittals.

Please do all you can to get the minutes in as soon as possible. This will facilitate the compilation of the combined minutes. Delaying this task will only make it more difficult for the activity leaders and could cause problems in finalizing the publication and posting prior to our next scheduled meeting. In the future all Subcommittee Chairs should plan on completing and submitting your minutes and documents for publication in the posted minutes shortly following the meeting (within several weeks).

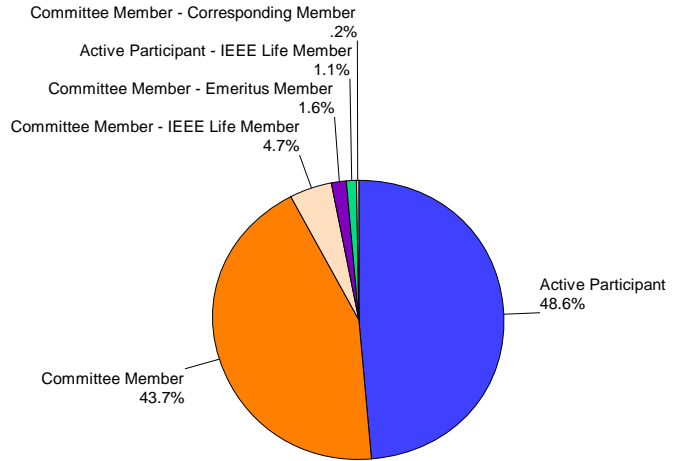
# IEEE/PES Transformers Committee

Membership Summary for 29-SEP-2008

Type	Active	Expired (within grace period)	Expired (past grace period)	Total
Active Participant	216	0	0	216
Committee Member	194	0	0	194
Committee Member - Emeritus Member	7	0	0	7
Committee Member - IEEE Life Member	21	0	0	21
Committee Member - Corresponding Member	1	0	0	1
Interested Individual	0	0	0	667
Interested Individual - IEEE Life Member	0	0	0	1
Active Participant - IEEE Life Member	5	0	0	5
<b>Total Individuals</b>	<b>444</b>	<b>0</b>	<b>0</b>	<b>1112</b>
<b>Total</b>	<b>444</b>	<b>0</b>	<b>0</b>	<b>1112</b>



Total Members



Current Membership