

9.0 Meetings Subcommittee - Gregory W. Anderson, SC Chair

The Meetings Subcommittee (Mtgs SC) holds an open meeting at each Committee meeting to plan future meetings and to assist future hosts by education, mixing of ideas, and lessons-learned. The meeting is attended by the SC Chair, the present meeting host, future hosts, and hosts from past meetings. Others interested in hosting a future meeting, or assisting with meeting planning, are encouraged to attend.

The SC meeting began at 3:00 p.m., Wednesday, October 26, 2005 at The Peabody Hotel, in Memphis, Tennessee, USA. Twenty-six (26) people were in attendance. Greg Anderson, SC Chair facilitated. The meeting began with introductions by the attendees.

9.1 Committee Finances

Committee funds are presently \$18,793.02 (as of October 1, 2005). Greg thanked the Meeting Hosts for working hard to control expenses and help with stewardship of the Committee's funds. The hard work by volunteers allows us to maintain low registration fees.

9.2 Past & Present Meetings

9.2.1 Past Meeting - Jackson, Mississippi, USA (March 13-17, 2005)

Thanks to Andy Speegle and Kuhlman Electric for hosting the meeting. Jackson, Mississippi was chosen due to its central location of 3-4 transformer-related manufacturing facilities including Kuhlman Electric, Howard Industries, and Siemens. Attendance was good with 325 attendees and 22 companions.

9.2.2 Present Meeting - Memphis, Tennessee, USA (October 23-27, 2005)

Randy and Sandy Williams and ABB Inc. were the gracious hosts of this meeting. Randy, Sandy and Beverly Jenkins of ABB did an outstanding job of helping plan the meeting and taking care of local issues. Randy "raised the bar" with showing how a meeting can be marketed to regular attendees and newcomers. He did an excellent job in promoting his meeting at the Jackson Meeting. We look forward to perhaps getting Randy to help evangelize the Committee in the future. Randy's hard work paid off with a record attendance in Memphis of 382 attendees and 83 companions (465 total). FYI, the previous record-holder was the Niagara Falls Meeting in fall 2000 with 361 attendees and 94 companions (455 total).

We had three great technical tours at this meeting! On Sunday morning, 163 people registered to visit the ABB Components and Insulation Materials Plant in Alamo, TN. On Monday evening, a record 194 people registered to visit the Reinhausen Manufacturing Facility in Humbolt, TN. On Thursday afternoon, one bus-load of people visited the ERMCO Distribution Transformer Facility in Dyersburg, TN.

On Sunday evening, 367 attendees and companions enjoyed an energetic welcome reception on the rooftop of The Peabody Hotel. Ms. Ruby Wilson, the "Queen of Beale Street" and her 8-piece band kept the energy going, and afterwards Elvis "occupied" the ladies. The speaker for the Tuesday Luncheon (191 registered) was Mr. Angelo Lucchhesi, with Jack Daniels. Mr. Lucchhesi, who is 84-years-old started to work with Jack Daniels in 1953 amused with his old stories and a pleasing distribution of "door prizes". On Monday, 107 people participated in the Standards Development Review working luncheon.

On Wednesday evening, a record 306 people enjoyed an evening at Graceland at the Old Capital Inn in Jackson. On Monday, 63 companions/spouses enjoyed a bus tour of Memphis Area attractions such as the

Rock & Soul Museum and the Pink Palace Museum. On Tuesday, 56 companions/spouses enjoyed stops at the National Civil Rights Museum and the Viking Culinary Arts Center where they ate their own creations.

Special thanks to Reinhausen, HICO America, and Baron USA for sponsoring coffee breaks at this meeting and helping us defray the cost. Contact Joe Watson (joe_watson@ieee.org) if you are interested in sponsoring coffee breaks at a future meeting.

9.3 Future Meetings

9.3.1 Summary

The following dates, locations and respective hosts for future meetings were reviewed.

- March 19-23, 2006 -- Costa Mesa, California; Hosted by Bill Chiu and Southern California Edison
- October 22-26, 2006 -- Montréal, Québec hosted by Thang Hochanh and Hydro-Québec.
- March 11-15, 2007 (tentative date) -- location to be determined
- Fall 2007 & Spring 2008 -- open
- Fall 2008 -- Porto, Portugal; Hosted by EFACEC

Possible locations for future meetings include: Minneapolis (possibly Fall 2007), Miami, Denver, Phoenix, San Antonio, Kansas City, New York or New Jersey (near IEEE HQ) to name a few. Discussions continue of a possible meeting in an overseas location such as Portugal, (possibly Fall 2008), or perhaps Italy, Japan or Korea.

9.3.2 Upcoming Spring 2006 Meeting (March 19-23) -- Costa Mesa, California

Bill Chiu and SCE will be the host of this meeting at the Hilton Costa Mesa. A technical tour of LADWP Sylmar HVDC Converter Station is planned. Attendance on this tour will be restricted to a small group of people (probably just Committee Members). A security check of each person will be necessary. The Wednesday Evening Dinner Social will be held at the Richard Nixon Library and Birthplace. Companion Tours will consist of likely visits to the Hollywood area and perhaps whale watching off Dana Point.

9.3.3 Upcoming Spring 2007 Meeting

No report. A location of this meeting has not been determined.

9.3.4 Upcoming Fall 2006 Meeting (October 22-26) -- Montreal, Quebec

Thang Hochanh and Hydro Quebec IREQ will host the meeting at the Delta Centreville Hotel (in Montréal, Québec, Canada. Technical tours will consist of a tour of IREQ High Voltage Labs, a tour of the ABB Large Power Transformer Factory in Varennes, and perhaps a tour of the famous Bombardier aircraft factory.

9.4 Working Group Reports

9.4.1 WG on Web-Site Development

This working group did not meet in Memphis.

9.4.2 WG on Educational Development

This working group did not meet in Memphis.

9.5 New Business

9.5.1 Association Management System

Work will continue to develop new reports.

9.5.2 Tutorials/Presentations

The technical tutorials/presentations continue to "exceed all expectations". Material from each of the presentations is available on the Committee's web-site. Contact Kent Haggerty (n.kent.haggerty@ieee.org) if you are interested in presenting in the future or have an idea of a future presentation.

Monday's presentation was on "The Evolving Problem of Corrosive Sulfur in Transformer Oil" by Clair Claiborne of ABB, Anne Goldsmith from Calumet Lubricants Co., Lance Lewand of Doble, Tom Lundquist of SRP, and others. Tuesday presentation was entitled, "Transformer Insulation Upgrading and the Loading Guide Equations" by TV Oommen, Consultant and Tom Prevost of EHV Weidmann Industries

Future candidate presentations include: Web-based Review of PES Technical Papers, IEEE Virtual Communities, Noise and Sound Measurements, Audible Sound Vibration in Transformers & Reactors, Paralleling Transformers, Ester-based fluids, Moisture Dynamics and Evaluation in Paper, Transformer Life Expectancy, a summary of the Trial-use Standard of Test Requirements for Instrument Transformers, FRA, Loss Tolerance & Measurement (by Ramsis Girgis), and National Energy Policy (by Phil Hopkinson).

We discontinued providing CEUs at the presentations. It was determined that most people do not need accredited CEUs for maintaining professional licenses, but rather unaccredited professional development hours (PDHs) is sufficient. Again at this meeting, we provided a means for attendees to download a "certificate of attendance" from the web-site and bring to the presentation for the instructor to personally sign. This process worked well in previous meetings and will continue for future meetings.

We continue to experiment with recording the presentations with a program called "Camedia". This application runs in the background of a MS-Powerpoint presentation, creating a .MOV file, while recording in real-time the voice of the presentation over the slide presentation. We will continue to experiment with this program and provide the presentations on the website after each meeting.

9.5.3 Coffee Break Sponsors

We continue to develop a program to allow companies to sponsor coffee breaks. Joe Watson is administrating the program. We highlight the sponsors in the Meeting Schedule and indicate their patronage on new signs located in the break area. Representative from the companies are allowed to distribute limited commercial information (flyers) during the break. We will continue to cautiously experiment with this and develop a policy to foster relationships with vendors and help maintain our low registration fees, while keeping a technical focus. We have also started posting the list of upcoming prospective break sponsors on the website. Contact Joe (joe_watson@ieee.org) if you are interested in sponsoring a future break.

9.5.4 Committee Historians

We continue to look for volunteers to help document and archive the history of the Committee; i.e. old meeting minutes, old photos, etc. It was proposed that a group of "historians" (or "old timers") develop a plan to gather old meeting information for permanent archiving. It was suggested that we should create an

"anniversary CD" that will contain an assembly of documents and meeting minutes from the past 10-15 years. The CD could perhaps be presented as a gift to all Committee Members and made available to meeting guests and other interested individuals. We continue to look for someone to champion this effort.

9.6 Miscellaneous

Additional topics were discussed and reviewed:

We have purchased wireless LAN equipment that we will bring to each meeting. This will provide attendees with a secure access to the Internet. An access key to the network can be obtained at the meeting registration desk. For more information, contact Craig Stiegemeier (craig.stiegemeier@ieee.org).

We started taking a photo of each attendee at the San Diego Meeting and created a webpage displaying the photos. This would help everyone "place a face with a name". The page would be protected from access from the general public and will be accessible only behind the secure portion of the website. We initially are only including photos of Committee members on the website. These photos will soon be incorporated into the AM System in the member profiles.

Again it was noted that the Committee's "Marketing Flyer" is available on the website (see the "Services" box on the homepage). It is encouraged that everyone download and print this two-page document and distribute it at local conferences, seminars, and IEEE meetings.

The meeting was adjourned.

Respectfully Submitted,

Greg Anderson, SC Chair