

## **9.0 Meetings Subcommittee - Gregory W. Anderson, SC Chair**

The Meetings Subcommittee (Mtg 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 7:00 a.m., Wednesday, October 17, 2007 at Minneapolis Hilton, in Minneapolis, Minnesota, USA. Sixteen (16) 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 \$44,438.59 (as of August 1, 2007). 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.

At the moment, we have a surplus of funds. The Administrative Subcommittee is considering ways of productively and strategically using the surplus, such as providing complimentary meeting registrations to first-time user attendees in an attempt to attract new participants from that sector. Also we will sell the C57 Collection CD-ROM at an upcoming meeting and will perhaps provide a discount off the purchase price to Committee Members as a thank you for their work. Greg mentioned that there are also immediate plans to slightly lower the registration fees over the next two meetings to control additional growth of the surplus. Also there are plans to purchase new commercial-grade wireless equipment and a couple more PC projectors.

### **9.2 Past & Present Meetings**

#### **9.2.1 Past Meeting - Dallas, Texas USA (March 11-15, 2007)**

Thanks to Ken Hanus and TXU Electric Delivery for hosting the meeting. Ken hosted the meeting back in 1994 and again did an excellent job. Attendance at this meeting was good with 386 attendees (396 minus 10 no-shows) and 38 companions/spouses.

#### **9.2.2 Present Meeting - Minneapolis, Minnesota USA (October 14-18, 2007)**

Susan and Paul McNelly and Xcel Energy were the gracious hosts of this meeting. Susan did an excellent job of helping plan the meeting and taking care of local issues. The following is a summary of attendance numbers:

Attendees (registered for meeting)	391
No-shows (registered and didn't attend)	8
Attendees (actually attended)	383
Spouse/Companions (actually attended)	50
Sunday Reception	321
Monday Standards Luncheon	111
Tuesday Speaker Luncheon	176
Wednesday Dinner Social	191
Spouse/Companion Tours (Mon/Tues)	36/34
Guthrie Theater Presentation (Sat/Tues)	9/31
Jordan Transformer Tour, Sunday Morning	~30
Those Requesting Paper-format Meeting Minutes	68

A further breakdown of those attendees who attended:

Interested Individual	142
Interested Individual, IEEE Life Member	0
Active Participant	114
Active Participant, IEEE Life Member	1
Committee Member	115
Committee Member, IEEE Life Member	10
Committee Member, Emeritus Member	1

At this meeting, we were graced with the presence of Ms. Wanda Reder, President-Elect of PES. Wanda attended our Sunday afternoon Administrative Subcommittee Meeting, our Sunday Reception, the Monday Standards Luncheon, and gave an excellent presentation during our Tuesday Luncheon. Wanda was also seen visiting a couple of working group meetings! A big thanks to Wanda for attending AND participating in our meeting.

To recap the social events at the meeting ...

On Sunday evening, we enjoyed a Welcome Reception in the ballroom of the hotel hosted by the McNelly's and Xcel Energy. On Wednesday evening, we enjoyed an evening at the Science Museum of Minnesota which consisted of a stroll of the exhibits and a dinner which included three selections including a sample of local walleye. The Spouses/Companions boarded buses on Monday and Tuesday for tours of Minneapolis and St. Paul, including a fascinating and funny look at the gangland depression and the prohibition era of St. Paul. Sue also obtained a few advance tickets to theater presentation at the local nostalgic Guthrie Theater on Saturday and Tuesday evenings.

Special thanks to Jordan Transformer for hosting a bus-load of attendees on Sunday morning for a tour of their remanufacturing facility. Technical tours such as this add significant technical content to the meetings. Also, big thanks to AREVA T&D, TBEA Transformers and Baron USA for sponsoring coffee breaks at this meeting and helping us defray the overall cost. Contact Joe Watson ([joe\\_watson@ieee.org](mailto:joe_watson@ieee.org)) if you are interested in sponsoring a coffee break 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 16-20, 2008 -- Charlotte, North Carolina USA;  
hosted by Robert Thompson and Shaw Energy Delivery Services
- October 5-9 2008 -- Porto, Portugal; hosted by EFACEC
- April 19-23, 2009 -- Southern USA location (to be determined)

Possible locations for future meetings include: Orlando, Miami, Phoenix, San Antonio, Kansas City, New York or New Jersey (near IEEE HQ), and Winnipeg to name a few. Discussions continue of future meetings in Mexico City and possibly South Korea.

### **9.3.2 Upcoming Spring 2008 Meeting (March 16-20) -- Charlotte, North Carolina**

Robert Thompson and Shaw Energy Delivery Services will host of this meeting. The meeting will be held in the beautiful new Westin Charlotte Hotel (601 South College Street). A tour of the Biltmore Estate, America's most renowned castle will be offered on the Saturday or Sunday before the meeting. Spouses/Companions will likely offered visits of the Duke Mansion, SouthPark Mall and other local

attractions. ABB will offer a tour of their Dry Technology Transformer Facility in Bland, Virginia will be offered on Thursday. An "Advance Flyer" was distributed at the Minneapolis Meeting.

### **9.3.3 Upcoming Fall 2008 Meeting (October 5-9) -- Porto, Portugal**

EFACEC will host this meeting at the newly-renovated Porto Palácio Hotel ([www.hotelportopalacio.com](http://www.hotelportopalacio.com)). It is important to note that the hotel room rate will include all taxes, a full breakfast, and free wireless internet in the guest rooms. The meeting will adhere to our typical schedule with the Welcome Reception on Sunday evening, and the Dinner Social on Wednesday Evening. Spouse/Companion tours will likely consist of a visit to the nearby Palácio de Cristal and perhaps a visit to a nearby historically significant town such as Guimarães and/or Braga. There will also be a tour of the EFACEC transformer factory on Sunday morning and/or Thursday afternoon. We will also work with a local tour company to offer day-tours before and/or after the meeting to areas such as the "wine country" and a boat tour of the Rio Douro. An "Advance Flyer" of the meeting was distributed at the Minneapolis Meeting and an updated flyer will be distributed in Charlotte.

## **9.4 Working Group Reports**

### **9.4.1 WG on Web-Site Development**

This working group did not meet.

### **9.4.2 WG on Educational Development**

This working group did not meet.

## **9.5 New Business**

### **9.5.1 Association Management System**

Work will continue to develop new reports, including a report that will allow an activity chair to more easily identify "stale members"; i.e. members who have not attended the previous 2 or 3 previous meetings.

### **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](mailto:n.kent.haggerty@ieee.org)) if you are interested in presenting in the future or have an idea of a future presentation.

Monday and Tuesday afternoon's presentations consisted of a two-part update of the switching phenomenon that was first presented five years ago at the Pittsburgh Meeting. A big thanks to Bob Degeneff, Phil Hopkinson, Larry Coffeen and Nigel McQuin for their efforts to present us this interesting material.

Presentations scheduled for the Spring 2008 Meeting in Charlotte include the following timely topics: "Short Circuit Strength and Testing" and an update of the "National Energy Policy". Presentations scheduled for the Fall 2008 Meeting in Portugal include two topics which have particular international appeal: "Sound Intensity Method of Measuring Noise Indoors" and "50/60 Hz Conversion Factors".

Additional future candidate presentations include:

- Paralleling of Transformers
- Update on Application of Ester Fluids in Transformers
- Transformer Thermal Modeling - Improving Reliability Data
- Core Heating Due to Main Core Flux
- Non-Sinusoidal Voltage Sources During No-Load Testing
- Geomagnetic & DC Induced Currents Into Transformers
- Frequency Response Analysis
- Wind Farm Transformers
- Loss Tolerance and Measurements
- Furan Testing, Correlation to DP & Insulation Life
- Transformer Core Loss Evaluation
- Revisiting Ferroresonance
- Low Core Loss Transformers
- Zero Sequence Testing of Grounding Transformers

Several meetings ago, 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) are 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 post each presentation on the website -- the slides in PDF format and a recording in AVI movie format.

### **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](mailto: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:

Since 2004, we have provided complimentary WiFi in the meeting area in addition to what may be provided by the hotel (usually at a fee). This provides attendees secure access to the Internet with a WEP key provided during meeting check-in. At this meeting, we experienced some problems due to bandwidth limitations of the hotel and also hardware limitations due to our aging equipment. We plan to purchase new commercial-grade 802.11n access points before the next meeting and work to ensure the hotel is prepared for the additional bandwidth.

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 at 7:50 am.

Respectfully Submitted,

Greg Anderson, SC Chair