

BLIS Annual General Meeting

Time: June 3rd 2002, 16:30...18:30 pm
Place: Convention Center, Anaheim, California
Participants: Susanne Backas, YIT, Finland (SB)
Vladimir Bazjanac, LBNL, USA (VB)
Dianne Davis, AEC Info Systems, USA (DD)
Stephen Hagan, GSA, USA (SH)
Jiri Hietanen, Solibri, Finland (JH)
Pete Kent, Timberline, USA (PK)
Arto Kiviniemi, VTT, Finland (AK)
Heikki Kulusjärvi, Solibri, Finland (HK)
Kent Reed, NIST, USA (KR)
Richard See, Microsoft, USA (RS)

1) Opening of the Meeting

- AK opened the meeting and welcomed all to the first official BLIS annual meeting
- BLIS was registered officially as an association in Finland on November 9th 2001. The registration number is 182996. The official bylaws are in Finnish, but the English translation of the bylaws was distributed to the members in the meeting.
- Until this meeting BLIS has been working as a temporary organization led by the official founding members: Arto Kiviniemi, Jiri Hietanen and Heikki Kulusjärvi. AK has been acting as the temporary Chairman.

2) Election of BLIS Board and Executive Positions

- AK explained that according to the Finnish law the Chairman of the Board and half of the Board members in a registered association must be Finnish citizens. It is possible to apply for exception of this rule, and regarding the international status of BLIS, and the high-level support, which will most be available from Tekes and VTT, the chances to get an exception, should be very high.
- According to the current BLIS Bylaws the Board consists of Chair, four members and two deputy members.
- Arto Kiviniemi was elected unanimously to the Chairman of BLIS.
- The meeting elected unanimously the following Board members:
 - Richard See, USA
 - Jiri Hietanen, Finland
 - Vladimir Bazjanac, Finland
 - Heikki Kulusjärvi, Finland

- The meeting elected unanimously the following Board deputy members:
 - Susanne Backas, Finland
 - Kent Reed, USA
- Richard See was nominated to the Deputy Chairman of BLIS.
- Jiri Hietanen was nominated to the Secretary and Treasurer of BLIS.
- The position of Kent Reed is dependent on the approval at NIST, to confirm that NIST employees can be officers in an association registered in foreign countries.
- This Board will be in position until the exception described above will be officially accepted, or until the next annual meeting, whichever will happen first.

3) Financial Status

- AK presented the current financial status, which was distributed as an Excel file to the meeting participants.
- BLIS has got two accounts in Finland, one EUR account and one USD account.
- The income in 2001 had been EUR 2,025.14 and USD 26,292.33. The balance on December 31st 2001 was EUR 1,399.70 and USD 25,686.53, minus BLIS debt for the certification software to CSTB USD 10,000.00.
- The income by June 1st 2002 had been USD 15,064.34. The balance on June 1st 2002 was EUR 701.55 and USD 40,751.87, minus the debt to CSTB USD 10,000.00 and the debt for AEC Systems expenses to Timberline USD 10,000.00 USD. In addition to these there will be expenses of services related to the BLIS web server.
- The meeting decided that there is no formal membership fee for 2002. The members can pay voluntary donations to support the activities, as Microsoft has already done.
- BLIS Board Members will get no compensation for the work in BLIS
- The meeting approved the financial report, and the accounting for 2001.

4) Action Plans for the Coming Year

The meeting had an open discussion of the actions and priorities for the coming year. The recorded items were:

a. Administration & communication

- Association management
 - AK will make the application for exception of the rule regarding the nationality of the Board members, described in Chapter 2.

- Telecons - every 6 weeks (schedule through August)
 - 24-Jul-02 - 07:00 PST (AK to organize)
 - 14-Aug-02 - 07:00 PST (RS to organize)
- Meetings
 - To be discussed in the first telecon
 - Possibly in the connection to the Japanese IAI Summit & Certification workshop in the end of October 2002.

b. Web site

- Site needs a lot of work and additional documentation
- DECISION: BLIS will purchase its own server, per the proposal from Nebula. The expenses are EUR 1,000 to start and EUR 1,400 per year.

c. Marketing & PR

- Web site is the main communication channel for BLIS. There is the need to have a web master who will take care of updating the site.
- BLIS must also collect the material and prepare the user interface for a Demo CD
- Collect case study information
 - Proposal from JH & PH (Patrick Houbaux) - database and web forms for collecting standard information to be filled in by the project participants.

d. SW Implementation Support

- Issue tracking/discussion system proposed
 - DECISION: Will be piloted with some implementers
- IFC version
 - 2.0 versus 2x; the implementation schedule of the BLIS implementers for 2x is still open.
- View definition
 - Two new views started: (a) Design to 4D simulation, (b) Design to FM.
- Schedule for implementation
 - The schedule for BLIS views of IFC 2x is still open.
- Strategies for improved tools, methods, efficiencies

e. AEC/FM (Pilot) Projects Support

- How do we build a network of consultants and curriculum for training end users to use BLIS products to realize interoperability and the target benefits?
- Strategy, plan and/or schedule development needs:
 - Consultant network
 - Training & consulting/support

- Curriculum

f. Actions and 'Project teams'

- RS: form task force to make a proposal for alternative to dues --- to resource all the BLIS projects that need to be achieved
- ALL Vendors: complete demo recordings and deliver to PK for the CD by July 1st
- PK: revive proposal for demo CD and circulate
- PK & DD: propose content for the Demo CD beyond the demonstration recordings
- JH & PH: organize the dedicated server and work with AK to fund it out of our account
- JH: develop proposal for support of implementers
- DD: develop proposal for support of AEC/FM projects through (a) development of a consulting network, (b) development of coursework to train such consultants, (c) certification program for such consultants.

5) Closing of the Meeting

- AK thanked all the participants and closed the meeting at 18:30.

Helsinki, October 5th 2002

Jiri Hietanen
Secretary

Arto Kiviniemi
Chairman