

**The Joint CSS/R&A Society Chapter
IEEE-Queensland Section**



MINUTES 1/99

- 1. The Inaugural meeting** was held on 25 May 1999, at Griffith University

Time Start: 5:30 PM
 Finish: 6:45 PM

- 2. Members present:** L Vlacic, G Layton (left earlier), J Sitte and Xinghuo Yu.

Apologies: Peter Poulos, Owen McNamara, Kingsley Plows, Peter Corke, David Mins and Alan Brake

- 3. Welcome**

The Interim Chapter Chair extended his greetings and thanked all IEEE members who supported the initiative to establish the Chapter.

- 4. Business in the Agenda**

4.1 Information on how to operate the Chapter

The following were discussed:

- Required reporting;
- Chapter rebate;
- Activity and reporting requirements;
- Meeting activity report;
- Meeting report form;
- Officer confirmation report form.

4.2 Planning of the Chapter Activities

It was decided that a thematic lecture series would be the core activity for the future chapter meetings. The topic is yet to be defined by the members. To start with, the next meeting will focus on the projects currently undertaken by the members. The meeting will be arranged through the multimedia facilities of GU and CQU.

4.3 Election of the Office Bearers

The Chair: L Vlacic; Secretary: Xinghuo Yu; Treasurer: J. Sitte