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| IC 09/007 | Minutes IC Meeting Paris 14-15/05/09 | BRT: Christopher Groome | 22/05/09 | Issued |

INTERNATIONAL COUNCIL MEETING #24

Formal Minutes of Meeting held at Thursday 14 and Friday 15 May 2009, Saint Gobain Head Office, Tours Les Miroirs, Paris La Defense

1 Attendance

1.1 Membership, Attendance, Alternates and Proxies

IC 09/002

| Chapter | Membership | | Attendance | Alternates |
|-----------------------|------------|----------------------------|------------|-------------------------|
| International Council | Chair | Patrick MacLeamy (PML) | Y | |
| Australasian | Chair | John Mitchell (JM) | Y | |
| | Second | Peter Scuderi (PS) | X | Robin Drogemuller (RD) |
| Benelux | Chair | Maarten van Hezik (MvH) | Y | |
| | Second | Joost (Joseph) Wijnen (JW) | Y | |
| China | Chair | Li Chushu (LC) | N | |
| | Second | Cui Lu (CL) | N | |
| French Speaking | Chair | Bruno Slama (BS) | Y | |
| | Second | Alain Maury (AM) | Y | |
| German Speaking | Chair | Rudolf Juli (RJ) | Y | |
| | Second | Rasso Steinmann (RSt) | Y | |
| Iberian | Chair | Sergio Muñoz (MM) | N | |
| | Second | Pedro Malo (PM) | Y | |
| Italy (suspended) | Chair | Emilio Pizzi (EP) | N | Ezio Arlati (EA) |
| | Second | Vittorio Caffi (VC) | N | |
| Japan | Chair | Mikio Shoji (MS) | N | Yoshinobu Adachi (YA) |
| | Second | Juni-ichi Yamashita (JY) | N | |
| Korea | Chair | Sangleem Lee (SL) | N | |
| | Second | Inhan Kim (IK) | Y | |
| Nordic | Chair | Jøns Sjøgren (JS) | Y | |
| | Second | Jan Karlshøj (JK) | Y | |
| North American | Chair | Tom Gay (TG) | Y | |
| | Second | David Hammond (DH) | Y | |
| Singapore | Chair | William Lau (WL) | N | |
| | Second | Cheng Tai Fatt (CTF) | N | |
| UK | Chair | Mark Bew (MB) | N | Christopher Groome (CG) |
| | Second | TBA | N | |

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Deputy Chairs

Oivind Rooth - Norway
 Rasso Steinmann - Germany
Treasurer
 Jøns Sjøgren - Norway
ExCom Members
 Alain Maury - France
 Deke Smith- USA

1.2 Officers

| Name | Position |
|-------------------------|---------------------------------------|
| Francois Grobler (FG) | ITM Chair |
| Vladimir Bazjanac (VB) | TAG Leader |
| Rasso Steinmann (RSt) | Implementer Support Co-ordinator |
| Christopher Groome (CG) | Company Secretary & Business Director |
| Thomas Liebich (TL) | MSG Leader |
| Lars Christensen (LCC) | Co-CEO |
| Bjorn Stangeland (BSt) | Co-CEO |
| Astrid Severin (AS) | Marketing Director |

1.3 Also present at some time during the meeting were 7 other members, making 33 in total.

2 Welcome

2.1 The Council was welcomed to Paris by representatives of the French Speaking Chapter. PML thanked the Chapter for their hospitality and the meeting arrangements.

3 Minutes of Council Meeting #23 in Stockholm

IC 08/005

3.1 Approved.

4 Chapter Status Reports

4.1 Received.

4.2 BSt made a presentation on the formation of the new Middle East Chapter and it was agreed to delegate to ExCom the acceptance of applications from new Chapters.

4.3 It was noted that Italy was suspended for being in arrears and that no response had been received from China. It was also noted that there was interest in Nigeria and India and from other organisations in China.

5 Accounts 2007

IC 09/003

5.1 Received.

5.2 Messrs Coulthards Mackenzie were reappointed as Auditors.

6 ITM Summary Report

6.1 FG presented the highlights of the ITM meeting.

7 IFD Summary Report

7.1 Received.

8 IUG/IDM Summary Report

8.1 Received.

9 Aquarium Presentation and Discussion on What Chapters need to do Aquariums

9.1 The HOK Aquarium team made a detailed presentation on what they had done and the lessons to be drawn from the Room Data Aquarium.

9.2 Points made included:

- HOK was interested in doing more aquariums, especially with construction companies.
- Training was better done for each Aquarium rather than generally.
- Training was needed for non English speaking facilitators.
- The Aquarium topics should ideally fit in with buildingSMART priorities.
- ROI data for the business case would be available by December.
- Five or six companies at the CEO briefing the previous day had expressed interest.
- A forward plan would have to be developed.

9.3 The presenters were thanked for their presentations.

10 Business Plan and Budget 2009

IC 09/004

10.1 CG presented the draft Business Plan and Budget for 2009. It should be seen as work in progress and would need to be adjusted to take account of decisions in Paris. A particular concern was the narrow margin between projected income and expenditure and the risk exposure if the income did not fully materialise. Some adjustments would have to be made.

10.2 In discussion the importance of IFC2x4 was emphasised. Some amendments were made to the income side and it was agreed to delegate to ExCom the finalising of the Plan and the Budget.

11 Constitutional Position for Elections and Election Nominations

IC 09/005

11.1 CG presented his paper on elections and opened nominations.

12 International Membership and Sponsorship

IC 09/006

12.1 It was noted that the GS, NA and NO Chapters qualified for a vote in IC under the decisions made in Brisbane and Stockholm and that there were two grouping of Chapters which qualified to vote: AU, JP and KO, and BE, IB and UK.

12.2 With regard to the differing views on the nature of International membership, it was agreed to resolve the difficulty of securing membership in all Chapters for International Sponsors by replacing that benefit by a strengthening of the International Advisory Board. A choice could then be made separately on the merits of membership of International and individual Chapters. ExCom was asked to finalise the arrangements.

13 Resolutions

13.1 The following resolutions and recommendations were recorded:

ITM

Action: ITM requested breakdown of results for all 2009 budget lines

Noted.

Resolution 42-1: Recommend to the IC that the buildingSMART.org web site be acquired - as soon as possible

Voted Yes.

Resolution 42-2: Approval that the ISG ****insert**** is the right way to proceed on the understanding that it will remain open to changes if required.

Voted Yes.

Resolution 42-3ic: That MSG and ISG develop a plan with dates on delivery at ITM Berlin and IC Washington for an approach to handling extensions and version mapping.

Voted Yes.

Resolution 42-4ic: Need to provide support to counteract “nay sayers”. TAG shall investigate the creation of an FAQ and report to ExCom ASAP.

Voted Yes.

Resolution 42-4: ITM requests IC to provide funds to support the MVD definition process

See IC resolution.

Resolution 42-5: ITM requests IC to provide funds to support continued development of “IFC Solutions Factory”

See IC resolution.

Resolution 42-6: That support for funding of continued development of the MVD co-ordination tool be conditional on appropriate resolution of reporting hierarchy.

See IC resolution.

Action: Form a group to review ITM procedures and formally document them for the next meeting. Membership: Bjorn Stangeland, John Mitchell, Francois Grobler, Robin Drogemuller, Jeff Wix (for his experience with ISO procedures).

Noted.

IC

Resolution 24-1: That the ExCom be delegated the responsibility of admitting new Chapters in accordance with the Constitutional requirements.

Voted Yes.

Resolution 24-2: That the accounts be adopted.

Voted Yes.

Resolution 24-3: That the auditors Coulhard and Mckenzie be re-appointed for the next Financial Year 2009

Voted Yes.

Resolution 24-4: That the International Membership/Sponsorship benefit of membership of all chapters be deleted. ExCom shall review and refine International membership benefits.

Voted Yes.

Resolution 24-5: That finalisation of the Business Plan and Budget be delegated to ExCom. Comments on text, issues etc shall be received within 14 days from this meeting.

Voted Yes.

Resolution 24-6: That Francois Grobler resolve ITM resolutions 42-4, -5 and -6 and report to ExCom by 15 June 2009

Voted Yes.

Resolution 24-7: That IC thanks the French Speaking Chapter on the exemplary arrangements for this meeting.

Voted Yes.

Resolution 24-8: Pending finalisation of the arrangements of the User Group, Jan Karlshøj is invited to participate with ExCom in the development of the plans.

Voted Yes.

14 Elections

14.1 The following ITM appointments were confirmed:

- ITM Chair Francois Grobler
- ITM Vice Chair Bernard Ferries
- ITM Secretary Robin Drogemuller
- Model Support Group Lead Thomas Liebich
- Implementer Support Co-ordinator Rasso Steinmann
- IDM Lead Jeffrey Wix
- MVD Co-ordinator Richard See (subject to sorting out reporting lines)
- Technical Advisory Group Lead Vladimir Bazjanac.

14.2 Officers of the Council were nominated and elected as follows:

- Chairman Patrick MacLeamy (NA, FS, GS)
- Deputy Chairmen Øivind Rooth (NO, AU, BE) and Rasso Steinmann GS, FS, NO)
- ITM Chair Francois Grobler (elected by ITM)
- Treasurer Jøns Sjøgren (NO, NA, GS)
- ExCom Members Alain Maury (AU, NA, JP) and Deke Smith (NA, KO, GS)
- Company Secretary and Business Manager Christopher Groome (AU, FS, NA)

14.3 It was further agreed that John Mitchell should be a participating, non-voting observer in ExCom representing the Asia Pacific group of Members, this position to be reviewed after one year.

14.4 PML indicated that the leadership of buildingSMART International would be taken by ExCom in future.

15 Future Meetings

15.1 It was agreed to revert to meeting twice a year.

15.2 Meetings were arranged and invitations issued or sought as follows:

- (a) Week commencing 7 December 2009, North America (Washington DC) with IUG
- (b) Week commencing 19 April 2010, Korea (w/c 26 April alternative)
- (c) Fall 2010, Europe (Denmark or Benelux)
- (d) NA invited BSI to participate at some level in Ecobuild December 2010
- (e) Spring 2012, UK (for the Olympic facilities)

16 Other Business

16.1 CG reported that he had registered the *buildingSMART* name in the EU.

16.2 NA and KO had an agreement on NBIMS.

16.3 Pending a permanent arrangement, web contributions should be sent to AS.

17 Host Chapter and IC Chair Observations and Thanks

17.1 BS and PML both noted the importance of the work done in Paris and PML thanked the French Speaking Chapter for their excellent hospitality.
