

COST ACTION MANAGEMENT COMMITTEE MEETING

07 July 2005

COST Offices, Avenue Louise 149, Brussels

Attending: John Barnett, Barry Gardiner, Ingo Burgert, Günter Siegel, Joseph Gril, Catherine Coutand, Anne Mie Emons, Katia Ruel, Jaroslaw Oktaba, Pia Stieger, Primoz Oven, Stig Bardage

Apologies: Pekka Saranpää, Uwe Schmitt

1. Welcome:

Yves Biro welcomed members to the meeting and then handed over the running of the meeting to Günter Siegel.

2. Adoption of the agenda:

Accepted

3. Presentation of the delegations:

Introduced each other to the meeting.

- a. John Barnett (Reading University, UK). Other possible delegates from the UK: Mike Jarvis, Clements Altaner(University of Glasgow); George Jeronimidis (Reading Univ.), Richard Murphy (Imperial College), Stephen Icorn and Roland Ennos (?) (Manchester University).
- b. Anne Mie Emons (Professor at Wageningen University), working on cellulose. Was involved in E20. Other dutch delegate Bela Mulder, Amsterdam and a scientist from PRI, probably Marcel Toonen.
- c. Stif Bardage (Uppsala University). Other possible delegates: Björn Sundberg
- d. Catherine Coutand (INRA, Clermont Ferrand)
- e. Ingo Burgert (Max Plank Institute, Potsdam). Other possible delegates: Peter Fratzl, Uwe Schmitt
- f. Primoz Oven (University of Ljubljana).

- g. Pia Stieger (Université de Neuchâtel, Switzerland; pia.stieger@unine.ch). Wood formation in arabidopsis. Other possible delegates: Tanja Zimmermann,
- h. Joseph Gril (Montpellier University, France). Working on tree biomechanics. Other possible delegates: There are numerous possible delegates from France and the difficulty will be
- i. Katia Ruel (CERMAV, Grenoble). Plant wall structure.
- j. Jaroslaw Oktaba (Warsaw Agricultural University). Techniques on micro-mechanical strength tests.
- k. Barry Gardiner (Forest Research, Scotland).

4. **General information on COST mechanism and on the funding of coordination:**

Günter Siegel reminded the group that this action is a spin-off of action E20. Described background to COST Action. Forestry has been running as a separate action since 1994. Approximately 30 actions currently running. There are different sectors within the forestry action and E50 is within the cross-sectorial sectors covering forestry, solid wood, pulp and paper, etc.. Contact should be made with the COST representative from those countries which have previously expressed interest but have not yet signed up.

Can nominate up to 2 delegates from each country. Mainly support meetings, publications (encouraging members to use their publication houses and will reimburse the costs), workshops, seminars, Short Term Scientific Missions (STMS), evaluations and studies (not currently funded). STMS can be between 5 days to 3 months. Can allow 3-4 young scientists to come together and work in one laboratory. Only covers travel and subsistence costs up to a maximum of €2500 with a maximum of €150/day.

Non-COST members can participate in actions on a action by action basis.

Encouraging us to produce a leaflet and a poster (for display at exhibitions, etc.) advertising the work of this action. If we wish to get reimbursement of organisational costs for a MC meeting it needs to be in Brussels. Only need 50% of members of the management committee to hold MC meeting. Need to meet twice a year.

Discussion of COST Memorandum of Understanding. Currently Austria, Finland, Germany, Netherlands, Poland and United Kingdom have signed. Other countries have expressed interest but have yet to sign. Agreed that the working language will be English. Suggest that we keep the number of delegates from each country to a maximum of 6 in total over all 4 actions. Support 50% of costs for a workshop/seminar. This can be “hard costs” (hire of venue, coach, etc.) and other 50% which can be “soft costs” (people’s time, etc.)

will need to be covered by institutes.

For STSMs require an invitation from the host institute, a letter of support from sending institution, an agreed work programme and a CV of visiting scientist. Send the application to the MC chair and copy to Günter Siegel (COST Scientific Administrative Officer). Not likely to be any money this year for STSMs in 2005 because money is committed to Kick Off meeting (19th April), 1st MC meeting (7th July) and Montpellier meeting (November).

For meetings should travel by the most economical manner. Assume €800 per delegate for each meeting. Can stay 1 extra night maximum to get APEX fare. Any extra nights have to be explained. Maximum of €1200 for any travel ticket, maximum of 2000 km for travel by car. Lump sum of €25 for local travel. Budget for 2005 is €5000 and for 2006 is €5,000. Can carry money over to next year if not all spent.

Need to provide a progress report for action in December and a template is provided as Annex III

5. Minutes of Last Meeting:

Question as to why the current meeting was started at 10:00 when a specific request was made to start in future at 11:00. Minutes of last meeting were accepted.

6. Status of the COST Action:

Accepted and now active.

7. Election of Chair (and Vice-chair) of the Action:

John Barnett elected as Chair of the action. Proposal was put forward from previous meeting by Joseph Gril (FR) and Pekka Saranpää (FI). Proposal was seconded by Barry Gardiner (UK).

8. Working plan for the implementation of the COST Action (Memorandum of Understanding):

a. Objectives and working programme

Montpellier: Beginning of November for 1½ days.

2 November PM: French Plant Biomechanics Group

3 November AM: French Plant Biomechanics Group

3 November PM: COST Action Meeting. Introduction of the COST Action + 4 “state of the art discussions” on each working group. Followed by poster session and “ice-breaker” in the evening.

14:15 Keynote 1

15:00 Keynote 2

15:45 Coffee Break

16:15 Keynote 3

17:00 Keynote 4

18:00 Poster Session + Buffet
4 November AM: COST Action Meeting. Break into 4 working groups.
9:00 Discussion on Posters
12:45 Thematic discussion
13:00-14:00 Lunch
4 November PM: COST Action Meeting
14:15-1500 Working Group reports
15:00-16:00 Papers from Local Scientists
16:00-16:30 Coffee Break
16:30-18:00 Papers from Local Scientists
Evening Banquet
5 November AM: Management Meeting
9:00-12:00 Management Committee Meeting 2

- b. Working method - organisation and management (including working groups).
Delegates asked to put a list of potential members from their country. These are to be emailed to Barry Gardiner.
- c. Distribution of tasks
WEB Page: Barry Gardiner (Examples of WEB sites E37). WEB site should include who involved, working groups, meetings (particularly Montpellier) and timetables. Need logo for COST Action.
- d. Time-table

9. Place and date of next meeting

Montpellier 3-5 November

10. Miscellaneous

11. Close

John Barnett closed the meeting at 15:30

COST Web Page: <http://www.cordis.lu/cost>

Barry Gardiner

07/07/05 10:28