



Minutes of 2<sup>nd</sup> MC Meeting

Circle: MC Members  
Date: 01-04-2016  
Time: 13:30 CET  
Location: Room B, Metropol Palace, Belgrade  
Participants: Listed in Appendix A

## **Minutes of 3<sup>rd</sup> MC Meeting – BridgeSpec – 01.04.2016**

### **Topic 1 - Opening by Prof. Dr. José Matos, Chair of the Action (16:15 CET)**

- Tour de Table/Introduction of new MC members: Maria Pina Limongelli, MC Substitute from France, has joined the Action and attended the meeting;
- Establishment of Quorum: quorum was not established;
- Reimbursement Policies: due to the end of the 1<sup>st</sup> grant period, it is highly recommended that MC members send their reimbursement requests in 10 days.

### **Topic 2 - Adoption of the Agenda**

### **Topic 3 - Approval of minutes and matters arising of last meeting**

- Geneva meeting minutes were approved by e-voting procedure and are available in the Action website;
- Advisory board from industry was constituted. Its aim is to provide recommendations about liaisons between the Action and industry. Members (from the MC) are: Poul Linneberg (DK), Niels Peter Hoj (CH), Joao Amado (PT), Giel Klanker (NL), and Ralph Holst (GE);
- Action video: several contributions from MC members were received. After a selection procedure within WG6, a final video of 5 minutes was developed;
- Liaisons with other groups: few MC members gave feedback to previously sent email, which will be resent by Ms Lara Leite, administrative secretary. The aim of the email is to identify potential liaisons and the respective contact persons;
- Contributions: the previously sent email requesting for contributions within TU1406, will be resent by Ms Lara Leite;
- Research and Development subgroup: will inform about open calls, so that joint-applications can be prepared by MC members. There are restrictions with respect to the COST TU 1406 support letters (only 1 letter per call);
- Recommendation to MC members participating in ongoing research projects (national or international) to inform the R&D subgroup leader and the Action Chair, so that their projects can be disseminated at the COST Action website.

### **Topic 4 - Update from Action Chair**

- Status of Action, including participating countries: Romania is not yet represented. Request to MC members to contact known experts from Romania in order to join;
- Action budget status;
- STSM status and new applications: in the next grant period 4 new applications will be available.

### Topic 5 - Promotion of gender balance and Early Stage Researchers (ESR)

- COST policies;
- Excellence and Inclusiveness;
- SME & Industry cooperation.

### Topic 6 - Update from the Grant Holder

- Facts & Figures on gender and institutional participation.

### Topic 7 - Update from the COST Association

- Budget cut for the 2<sup>nd</sup> Grant Period;
- Action's results will be evaluated by the Rapporteur by the end of 2016;
- Website should be updated with all reports and other material by the end of 2016.

### Topic 8 - Follow-up of MoU objectives

- Progress report of working groups.

### Topic 9 - Scientific planning

- Scientific strategy;
  - WG1 will conclude the work by the end of the first Grant Period (WG1 Technical Report);
  - WG2 and WG3 will continue their respective work in a more active way;
  - WG5 will start the work in cooperation with WG1 and using the developed data for standardization purposes;
  - WG6 will run in parallel such as a subgroup.

- Action Budget Planning

Description	Value
A – COST Networking Tools	
A.1 – Meetings	88.150,00 €
A.2 – Training Schools	19.650,00 €
A.3 – Short Term Scientific Missions (4xSTSM)	10.000,00 €
A.4 – Dissemination	4.309,00 €
A.5 – OERSA	500,00 €
B – Total Science Expenditure (sum A.1-A.5)	122.609,00 €
C – FSAC (máx. 15% of B)	18.391,00 €
D – Total Expenditure (B + C)	141.000,00 €

- Meetings:
  - (i) WG meeting + Workshop, TNO, Delft, the Netherlands, 20-21 October 2016 (LOS. I. Stipanovic and G. Klanker);
  - (ii) WG & MC meeting + Joint COST TU 1402 / 1406 / IABSE Workshop, University Zagreb, Zagreb, 2-3 March 2017, Croatia (LOS. A. Mandic and A. Kindij);
  - (iii) Core Group meeting, University of Cyprus, Nicosia, Cyprus, 24 March 2017 (LOS. S. Pantazopoulou and D. Charmpis);
  - (iv) Two dissemination meetings;

- Training School: To be developed in KTH, Stockholm, Sweden, from 12-16 March 2016 (17 March 2016, for technical visits). Grant of 700 EUR for 15 trainees from COST countries and reimbursement for 5 trainers;
  - STSM: Predicted 4 STSMs, in WG2 and WG3 scope, with the first call for applications until the 31st May 2016 (second call for end Oct. 2016);
  - Dissemination: (i) website maintenance; (ii) COST TU 1406 pins (100 pins); (iii) print more 100 brochures (MC members please ask Ms. Lara Leite for brochures); and (iv) print 100 technical reports w/ 50 pages from WG2.
- Long-term planning (including anticipated locations and dates of future activities);
  - Dissemination planning (Publications and outreach activities).

#### Topic 10 - **Requests for new members**

- Romania: some contacts were already established but, until now, no decision was taken;
- Near neighbour countries: some WG applications were received and a Lebanon representative attended the Belgrade meeting.

#### Topic 11 - **Non-COST applications to the Action**

- International Partner Countries: some applications were received by countries from Central and South America and Asia. Countries from North America and Africa are missing. Support is welcome;
- Central and South America is represented in Belgrade meeting by MC observer Dr Matias Valenzuela, and WG member Dr Raul Vasquez, both from Chile.

#### Topic 12 - **Location and date of next meeting**

- The next MC meeting will take 1 hour and will be in Zagreb, Croatia, on the 02-03-2017 (afternoon). The workshop will run on the 02-03-2017 and 03-03-2017.

#### Topic 13 - **Summary of MC decisions & Closing**

- Development of only one MC meeting per year for the next grant periods;
- Nationwide coordination when more than one MC member per country is involved;
- Information about the approval of the 2<sup>nd</sup> Grant Period WBP by e-voting procedure.

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**Appendix A - Attendance list (Country Code, Country, First Name and Surname)**

AT	Austria	Alfred Strauss
AT	Austria	Helmut Wenzel
BE	Belgium	Guido De Roeck
BA	Bosnia and Herzegovina	Bisera Karalić
CL	Chile	Matias Valenzuela Saavedra
HR	Croatia	Alex Kindij
HR	Croatia	Ana Mandić Ivanković
CY	Cyprus	Dimos Charmpis
CZ	Czech Republic	Pavel Ryjacek
DK	Denmark	Poul Linneberg
EE	Estonia	Sander Sein
FR	France	Maria Pina Limongelli
GR	Greece	Yiannis Xenidis
IS	Iceland	Guðmundur Valur Guðmundsson
IL	Israel	Amir Kedar
LV	Latvia	Ainars Paeglitis
LU	Luxembourg	Viet Ha Nguyen
MK	Macedonia, Rep. of	Elena Dumova-Jovanoska
MK	Macedonia, Rep. of	Goran Markovski
ME	Montenegro	Miloš Knežević
NL	Netherlands	Giel Klanker
NL	Netherlands	Irina Stipanović
PL	Poland	Wojciech Karwowski
PT	Portugal	João Amado
PT	Portugal	José Matos
PT	Portugal	Sérgio Fernandes
RS	Serbia	Rade Hajdin
RS	Serbia	Snežana Mašović
SI	Slovenia	Lojze Bevc
SI	Slovenia	Matej Kušar
ES	Spain	Joan Ramon Casas
ES	Spain	Luis Saucedo
CH	Switzerland	Eleni Chatzi
CH	Switzerland	Niels Peter Høj