

COST Action FP1006

“Bringing new functions to wood through surface modification”

Minutes of the 2nd Steering Committee Meeting

April 25, 2012, 18:30 pm – 22:00 pm

Salzburg University of Applied Sciences, Kuchl, Austria

Attendees: S. Wieland, B. Mazela, E. Papadopoulou, S. Medved, G. Grill, G. Ormondroyd, D. Jones, Lieven De Boever, I. Seidl

1. Welcome

The participants of the 2nd Steering Committee Meeting of COST Action FP1006 were welcomed by the Chair of Action, Stefanie Wieland.

2. Adoption of agenda

The draft agenda of the meeting as found in Annex 1 was approved without changes or additions by the members of the Steering Committee (SC) of FP1006.

3. Report of Action Chair

3.a.1. Current status of the COST Action

The Chair of the Action presented the status of COST Action FP1006. According to the official records of the official COST Action FP1006 website

(http://www.cost.esf.org/domains_actions/fps/Actions/FP1006?parties), at the date of the 2nd SC meeting

- 24 Parties (Austria (AT), Belgium (BE), Bosnia and Herzegovina, Croatia (CRO), Denmark, Finland (FI), France (FR), Germany (DE), Greece (EL), Hungary (HU), Italy (IT), Latvia (LV), Lithuania, The Netherlands (NL), Norway (NO), Poland (PL), Portugal (PT), Romania (RO), Slovenia (SI), Spain (ES), Sweden, Switzerland (CH), United Kingdom (UK)),

had accepted the MoU, and

- 1 COST country (Slovakia) had officially indicated the intention to accept the MoU.

At date of the 1st SC Meeting, 44 MC members were nominated, 23 MC substitutes and 4 Non-COST MC Members were nominated.

Approval of Slovakia as new MC member:

Slovakia has interest to join the COST Action FP 1006. Because the 12 months period after CSO approval has expired for this COST Action FP1006, the request to join the Action requires the prior approval of the Management Committee. SC decides that the MC approval for: Prof. Ladislav Reinprecht, Technical University Zvolen and participation of Slovakia will be conducted during the MC meeting April 27 2012 in Kuchl.

3.a.2. Non COST Countries:

At date of the 2nd SC Meeting the following 3 non-COST country institutions from Canada, New Zealand and Ukraine are officially nominated as participants to the COST Action:

Scion, New Zealand, Petri Widsten (petri.widsten@siconresearch.com), Warren Grigsby (warren.grigsby@siconresearch.com)

National University of Forestry & Wood Technology of Ukraine, Ukraine, Pavlo Bekhta (bekhta@ukr.net)

IREQ (Hydro-Quebec Research Institute), Canada, Dr Louis Gastonguay (gastonguay.louis@ireq.ca).

Approval of Tunesia as Non-COST participant:

MC Written Procedure approval on COST Action FP1006 started March 30, 2012 for ELAIEB Mohamed Tahar, Institut Natinal de Recherches en Génie Rural, Eaux et Forêts (INRGREF), Tunesia. Procedure is still running.

Further participants: the SC members had no news about the intention and invitation of S-Africa (contact of Guido Hora) or other Non-COST institutions to submit applications for consideration by the MC.

For future participation of Non-COST participants please remind that (except for Near Neighbor countries) representatives of non-COST country institutions that have been approved as non-COST country participants in the Action (appearing as such on the Action page on the COST website) are not eligible for reimbursement with COST funds.

3.a.3. WG members / Nomination of WG members

A total of 6 representatives/party (2 MCs, 2 MC substitutes, 2 delegates/country). 2 members / WG group had to be nominated. At date of the 2nd SC Meeting the status of Action – WG members / nomination of WG members was as follows:

WG 1: Wood surface modification and functionalization: Currently 24 participating countries, from 20 countries nominations to WG 1. Currently 34 members. No WG representatives and nominations so far from Bosnia & Herzegovina, Lithuania, Serbia and Spain.

WG 2: Wood interface modification and interface interactions: Currently 24 participating countries, from 18 countries nominations to WG 1. Currently 35 members. No WG representatives and nominations so far from Bosnia & Herzegovina, Croatia, Hungary, Netherlands, Sweden and Spain.

WG3 – Process and service life modelling: Currently 24 participating countries, from 17 countries nominations to WG 1. Currently 28 members. No WG representatives and nominations so far from Bosnia & Herzegovina, Croatia, Latvia, Netherlands, Sweden, Switzerland and United Kingdom.

It was decided that a reminder for the nomination of WG members will be sent out by the Action Chair to the MCs of these countries who have not yet nominated any WG member.

3.b. Website <http://cost-fp1006.fh-salzburg.ac.at>

The website is set up and all relevant information can be found. As the COST Action website is seen, especially as main dissemination tool and awareness method for the Action the following additional information will be provided and frequently updated on the website:

- Links to for the COST Action relevant
Industry and research news
Upcoming events (conferences, training school + workshops etc.)
News on relevant regulations
- Jobs (postdoc etc..)
- Information on the members currently running national projects in the frame of COST Action FP1006 (Link about running projects (divided into countries, national & international)). Description of running national projects is pending for some countries. Reminder and template will be sent out till the end of August 2012.
- Implementation of the COST Action in social media (Facebook by Stefanie Wieland, LinkedIn by Electra Papadopoulou) is done.
- Information on STSMs, Training schools: How to apply, Feedback on post TS, STSMs, STSM and TS reports. Etc..

Further ideas and suggestions: Further ideas and suggestions will be followed up during next MC meeting.

3.c. FPS Annual Progress Conference

The Chair of the Action informed the SC about the FPS Annual Progress Conference held in March 2012 in Copenhagen.

3.d. Support of young researchers

STSM: 4 STSM were planned for the 1st year of Action. 7 STSM were conducted. 8 applications for STSM mission were received whereof 7 were approved, 5 of them are ESRs 6 were approved with the COST Action FP1006 Budget, 1 approved by COST as Near neighbour STSM).

The STSM missions are seen as a very useful tool to joint research activities and involve young researchers. The interest from ESR is very high and there are already 3 interested person who sent E-Mails stating that they would like to conduct a STSM in the 2nd year of Action.

The two TS's were successfully conducted. They were especially planned for ESR's and the feedback from the trainees was amazing. Information can be found at the website.

It was decided that the number of STSM's will be increased for the 2nd year of Action after approval through the MC: It was also decided that again 2 Training Schools will be held in the 2nd year of Action.

All MC members will be further encouraged to contact and inform young researches (in their institution or university) about Training schools, STSM within FP1006.

Young researchers and ESRs are well represented in the MC and WG's. ESR's and young researcher will be further encourage to participate actively in Conferences, Workshops, etc.

3.e. Coordination / interactions with other COST Actions

The 1st joint event of COST Action FP1006 with another COST Action (FP0904) will take place during the European Conferences of Wood Modification, ECWM, September 2012, Ljubljana, Slovenia. Dennis Jones, Vice-Chair of COST Action FP0904 and member of the organizing committee of ECWM6, attended the SC meeting in Kuchl to discuss the planned joint activities. One session at ECWM6 will be in the frame of COST Action FP1006 / surface modification. The Conference will take place from September 16 – 18. On September 19 a joint Meeting of FP1006 and FP0904 will take

place to discuss common topics, future events and joint research activities. After the joint meeting of FP0904 with FP 1006, FP1006 will continue with its 3rd MC and 2nd WG meetings.

3.f. Action budget

The COST Grant budget plan for the 2nd year (based on 24 countries) was presented by the Chair of Action. Based on the number of countries a total science expenditure of 136200 EUR and a total expenditure of 156200 EUR is budgeted for the 2nd year. Further details can be seen in the presentation of the 2nd SC Meeting.

A. SUMMARY BUDGET	
(1) Travel costs for meetings	€ 87980 (106 reimbs)
(2) Workshop organisational support	€ 3180
(3) Short-term scientific missions	€ 15000
(4) Training schools	€ 30 520
(5) Dissemination – publications	€ 2700
(6) Others	€ 0
TOTAL SCIENCE EXPENDITURE	€ 136200
B. SECRETARIAL SUPPORT	
15 % of total science expenditure	€ 20000
C. TOTAL EXPENDITURE	€ 156200

3.g. Planning of Activities of the 2nd year of Action

The first big event of COST Action FP1006 in the 2nd year of Action will be the participation of COST FP1006 at the European Conferences of Wood Modification, ECWM6, September 2012, Ljubljana, Slovenia followed by a joint meeting with COST Action FP0904 and MC and WG Meetings.

In April 2013 (exact dates to be fixed) the 2nd Workshop is planned and will take place at the Laboratory of Wood Technology of Ghent University, Belgium. During the Workshop a Steering Committee Meeting as well as a Management Committee Meeting is scheduled. Meetings of all three WGs will also take place.

Conjoined with the Workshop the 4th training school will take place in March 2012 at the Laboratory of Wood Technology of Ghent University, Belgium. Topics of the Trainings School will be in the frame of WG 3. Detailed planning will take place during 3rd MC Meeting / WG meetings in connection with ECWM6 in September 2012.

In March 2013 (exact dates to be fixed) a Training School is planned at the Poznan University of Life Sciences in Poznań, Poland. The Training School topics will be fixed during 3rd MC Meeting / WG meetings in connection with ECWM6 in September 2012. Lecturers have to be fixed. An official call for applications is planned.

The 2nd Grant Period of the Action will start with the new call for STSMs (July 2012). € 19 600 of the Action's budget are allocated for STSMs as this is seen a very good tool to do joint research and to create results for joint publications. Especially the young researchers are keen to participate.

Awareness raising activities will be still very important during the 2nd year of Action and awareness is planned to be reached through: Folder, Brochure and Poster Presentations at important conferences

as well as through other awareness raising dissemination activities (e.g. Social Media, Facebook) or technical documentations.

4. Activity Planning for 2012 / 2013

4.a. Training Schools

It was decided that again 2 Training Schools will be held in the 2nd year of Action. Marco Petric from Poznan University of Life Sciences expressed his interest to host the 3rd TS. Lieven De Boever attended the 2nd SC Meeting and proposed his idea for a 4th TS. Conjoined with the 2nd Workshop held in April 2013 at the Laboratory of Wood Technology, Ghent University, Belgium a 4th Training school will take place at the Laboratory of Wood Technology, Ghent University, Belgium. Topics of the Training Schools will be defined during next MC Meeting in September 2012.

Proposed dates:

3rd TS. Location: Poznań, Poland. Date: March 2013. Number of Trainees to be reimbursed: 20

4th TS. Location: Ghent, Belgium. Date: April 2013. Number of Trainees to be reimbursed: 20

4.b. STSM's

Number of STSM's for the 2nd year of Action: 8. Cost: 2450/person, Total 19600 €.

Next collection date for STSM's of the Action will be end of July 2012 for STSMs starting no earlier than September 1, 2012 and finishing no later than May 1, 2012 (four weeks before the end of the 2nd Grant period).

There are already intentions known on upcoming STSM's at date of the 2nd SC Meeting. It was again confirmed that the Action Chair will be the STSM manager in the 2nd year of Action. However, if the need of a STSM manager is seen during the 2nd year of Action, a proposal about a possible manager will be made during the next MC meeting.

The SC agreed that all MC members should encourage, in particular, Early Stage Researchers, to participate in the scheme. It was decided that a reminder and information about how to apply will be sent out again to the MC.

4.c. COST FP1006 and 2012 ECWM

The first big event of COST Action FP1006 in the 2nd year of Action will be the participation of COST FP1006 at the European Conferences of Wood Modification, ECWM6, September 2012, Ljubljana, Slovenia. There will be a special session of COST FP1006 at 2nd day of the ECWM6. A total of 12 contributions of COST FP1006 members were accepted. After the ECWM6 there will be a joint meeting with FP0904 (WG1 meeting /19.09.2012). This will be followed, accompanied by the 3rd SC Meeting, 3rd MC Meeting and the 2nd WG Meeting of FP1006. The following programme is planned for September 19 2012:

08:30 - 09:30 parallel meetings FP0904 WG1 / FP1006 WG1-3 meeting update

09:30 - 10:00 joint coffee break

10:00 - 11:30 joint meeting FP0904 / FP1006 (discuss aims, delivery plans, identify areas of joint activity)

11:30 - 12:30 MC meeting FP1006

12:30 – 13:00 lunch

13:30 - 15:00: FP1006 Joint WG Meeting (start with the STSM presentation of the 1st Grant Period)

15:00 – 15:30 joint coffee break

15:30 - 16:30: FP1006 Parallel WG Meetings

16:30 finish

4.d. Organizational issues

4.d.1. Planning of the 2nd workshop, April 2013, Kuchl

Lieven De Boever attended the 2nd SC Meeting and proposed his idea for the 2nd Workshop. Conjoined with the 2nd Workshop to be held in April 2013 at the Laboratory of Wood Technology, Ghent University, Belgium the 4th TS will be take place. During the Workshop a SC meeting as well as a MC meeting is scheduled. Meetings of all three WGs will also take place.

April, 15-16, 2013, Training school

April, 17-18, 2013, workshops (presentations from Training school included), SC Meeting

April 19, 2013, MC + WG meetings

4.d.2. Overview Activities 2012 / 2013

The planning of the 2nd year of Action in detail is stated below:

SHORT TERM SCIENTIFIC MISSIONS (STSMs)

TRAINING SCHOOLS

3rd TS. Location: Poznań, Poland. Date: March 2013. Number of Trainees to be reimbursed: 20

4th TS. Location: Ghent, Belgium. Date: April 2013. Number of Trainees to be reimbursed: 20

MEETINGS

Management Committee Meetings

3rd MC Meeting. Location: Ljubljana, Slovenia. Date: 18./19. September 2012

4th MC Meeting. Location: Ghent, Belgium, Date: April 2013

Working Group Meetings

WG no 3.: WG 1, WG 2, WG 3, Location: Ljubljana, Slovenia, Date: 18./19. September 2012

WG no 4.: WG 1, WG 2, WG 3, Location: Ghent, Belgium, Date: April 2013

Steering Committee Meetings

3rd SC Meeting. Location: Ljubljana, Slovenia. Date: 18. September 2012

4th SC Meeting. Location: Ghent, Belgium. Date: April 2013

Workshops and Conferences

2nd Workshop. Topic in the frame of WG 2 & WG 3. Title to be defined. Location: Ghent, Belgium.
Date: April 2013

5. Joint Publications and Joint Projects

5.a. Joint Publications

G.A. Ormondroyd attends the SC to present the possibilities of having several joint publications. There is the possibility of having a special edition of the International Wood Products Journal (the journal of the WTS). Various possibilities of having this special edition are discussed among the SC. The SC finally decides to:

- have one edition in Spring 2013 - original papers,
- have another special edition in 2014/2015 at the end of the Action – review papers.

Furthermore, Graham will write a report on the 1st workshop for Wood focus, the non-academic magazine.

The importance of joint publications is discussed. Aim is to generate 4 joint publications in peer reviewed journals out of the 7 STSM's conducted in the 1st year of Action. The Chair of Action will send an E-Mail to the Home and Host institution as well as the STSM candidates to encourage them to write a joint publication.

5.b. Joint Projects

Possibilities on how to generate joint projects were discussed among the SC: As a first step a template "Call in a nutshell" was sent out by the Chair of Action to the WG Leaders to be prepared by the WG members for the upcoming WG meetings, April 27, 2012. The SC decided that based on the outcome further steps will be discussed.

5.c. Promotion and Dissemination activities

During the upcoming WG meeting questions for creating of an (on online) survey with short information about the COST Action, knowledge gaps, relevant research topics, relevance of COST Action FP1006 for the different parties will be prepared. One the survey (or link to the survey) it set up it will be sent out by the MCs and WG members to their contacts (architects, building planners, customers, industry, research contacts etc.). Feedback to the survey will be assessed during the MC- and WG meetings and also used to monitor success (success factor).

Furthermore, the Chair of the Action presents the possibility of having a contribution of the COST Action within the International Innovation report - Research Media Ltd – to be printed 6th of September 2012 - €2'250 Euros.

International Innovation is an annual research report that focuses on a different thematic area of sustainable development research each year. The 2012 report will be distributed to over 30'000 stakeholders across all countries in Europe and the INCO countries at every level in the government, forestry, environment, policy, research and stakeholder community at the end of October. The 2012 report will have a focus on research within sustainable forestry and wood products.

The SC decided to approve the participation of COST Action FP1006 within the International Innovation report through MC approval during the MC meeting April 27, 2012, Kuchl, Austria.

6. Next meeting

September 19, 2012, Ljubljana, Slovenia

7. AOB

8. LOS

LOS was also used to pay light refreshments, participants weren't separately reimbursed for dinner.

Annexe

- a) Annex 1: Agenda 2nd SC Meeting including attendance list

Steering Committee Meeting

April 25, 2011, 18:30 am – 20:00 am

Salzburg University of Applied Sciences, Kuchl, Austria

Agenda

1. Adoption of agenda
2. Report of Action Chair
 - a. current status of Action – signatures, MC members, WG members
 - b. website (Please have a look before the meeting to: <http://cost-fp1006.fh-salzburg.ac.at>), folder, promotion and dissemination activities), other pages (facebook, LinkedIn).
 - c. FPS Annual Progress Conference
 - d. planned activities for 2012 & 2013
 - e. Action budget
 - f. support of young researchers
 - g. coordination / interactions with other COST Actions
3. Activity Planning for 2012 / 2013
 - a. Training Schools
 - b. STSMs
 - c. COST FP1006 and 2012 ECWM
 - e. organizational issues
4. Joint Publications and Joint Projects
 - a. Joint publication planning (out of STSMs, common projects), expected publications
 - b. Joint Projects
 - c. organizational issues
5. Next meeting
6. AOB

MEETING ATTENDANCE LIST (ECOST-MEETING-FP1006-250412-017557) - version 1.0
Meeting day 1 of 1 (2012-04-25)

Meeting Title: Core Group Meeting		Start Date: 2012-04-25	End Date: 2012-04-25
Action Number: FP1006			
Grant Holder: Ms Ingrid Seidl	E-mail: fp1006grantholder@fh-salzburg.ac.at	Tel: 0043-50-2211-2400	Fax: 0043-50-2211-2099

	Participant	Country	Signature
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4	Medved, Sergej Biotechnical Faculty University of Ljubljana sergej.medved@bf.uni-lj.si	Slovenia	
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8	<i>De Boer Lucien</i>	<i>Belgium</i>	
9	<i>DR BRHAM ORMONDSON D</i>	<i>UK</i>	
10	<i>DR DENNIS JONES</i>	<i>SWEDEN</i>	<i>Dennis Jones</i>
11	Ingrid Seidl	Austria	Seidl

Date:

25.04.2012

Meeting Secretary (Name + signature):

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