

COST Action FP1006**“Bringing new functions to wood through surface modification”****Minutes of the 4th Management Committee Meeting****April 19th, 2013, 8:30 pm – 16:00 pm****Het Pand, Ghent University, Belgium****1. Welcome**

The participants of the 4th Management Committee meeting of COST Action FP1006 were welcomed by the Chair of this Action, Stefanie Wieland

2. Adoption of agenda

The agenda of the meeting as proposed by the Chair of the Action in the frame of the presentation was accepted without changes or additions by the members of the Management Committee (MC) of FP1006.

3. Participating parties

A total of 24 MC Members from the following 20 Parties attended the meeting: Austria (AT), Belgium (BE), Croatia (HR), Germany (DE), Greece (EL), Hungary (HU), Italy (IT), Latvia (LV), Norway (NO), Poland (PL), Portugal (PT), Romania (RO), Slovenia (SI), Slovakia (SK), Spain (ES), Sweden (SE), Switzerland (CH), Turkey (TR), Ukraine (UA), United Kingdom (UK).

With 20 of the 26 (76,9%) Parties having accepted the MoU to date represented at this meeting the quorum of 2/3 required under the COST rules (specifically COST 4159/10 Annex II Article 8) is attained.

4. Report of Action Chair**4.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 4th MC meeting,

26 Parties: Austria (AT), Belgium (BE), Bosnia and Herzegovina (BA), Croatia (HR), Denmark (DK), Finland (FI), France (FR), Germany (DE), Greece (EL), Hungary (HU), Italy (IT), Latvia (LV), Lithuania (LT), The Netherlands (NL), Norway (NO), Poland (PL), Portugal (PT), Romania (RO), Serbia (RS), Slovakia (SK), Slovenia (SI), Spain (ES), Sweden (SE), Switzerland (CH), Turkey (TR), United Kingdom (UK),

had accepted the MoU.

At date of the 4th MC Meeting, 45 MC members were nominated, 23 MC substitutes and 5 Non-COST MC Members were nominated.

4.a.2 Non COST Countries:

At date of the 4th MC Meeting the following 5 non-COST country institutions from Canada, New Zealand, Tunisia and Ukraine are officially nominated as participants to the COST Action:

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

Institut Natinal de Recherches en Génie Rural, Eaux et Forêts (INRGREF), Mr Mohamed Tahar ELAIEB.

Approval of Russia as Non-COST participant:

MC Written Procedure approval on COST Action FP1006 MC is scheduled for 28/6-12/7 (coordinated with the next DC and JAF approval windows) for Dr Tatiana LOZOVSKAYA from Voronezh State University of Engineering Technologies (Russian Federation).

For future participation of Non-COST participants please remind that (except for Near Neighbour 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.

4.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 should be nominated. At present the WG have the following number of members:

WG1: Wood surface modification and functionalization: approx. 37 members

WG2: Wood interface modification and interface interactions: approx. 35 members

WG3: Process and service life modeling: approx. 29 members

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 WG members.

4.b. Decision on Chair and Grant Holder

Stefanie Wieland, current Chair of COST Action FP1006 will start with July 1st as Vice- head for research of the Institute for Construction Economics at the University of Stuttgart, Germany. Is was proposed to the MC that Stefanie Wieland will stay Chair of the COST Action FP1006 and that the Grant Holder will remain the UAS in Salzburg with Ingrid Seidl as Grant holder Administration.

This proposal was approved by the MC: Stefanie Wieland will stay Chair of the COST Action, Grant Holder will remain the UAS in Salzburg with Ingrid Seidl as Grant holder Administration.

4.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:
 - o Industry and research news
 - o Upcoming events (conferences, training school + workshops etc.)
 - o News on relevant regulations
- Jobs (postdoc etc..) – **information is welcome**
- 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 2013.**
- 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..
- **Publications (title, links to) joint COST FP1006 publications. To implement the list of joint publications, information about published or submitted publications should be frequently send to Chair of Action.**

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

4.c. FPS Annual Progress Conference

The Chair of the Action informed the MC about the FPS Annual Progress Conference held in March 2013 in Madrid.

4.d. Support of young researchers

STSM: 8 STSM were planned for the 2nd year of Action. 6 STSM were conducted. 5 were approved with the COST Action FP1006 Budget, 1 STSM was approved by COST in the frame of a reciprocal agreement with NZ). **The number of 8 STSM was not achieved during the running 2nd Grant Period. Please remember! Any person from a participating country of COST FP1006 can conduct a STSM to a member country of COST FP1006 , also to other Actions.**

The STSM missions are still 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 people who sent E-Mails stating that they would like to conduct a STSM in the 3rd year of Action.

Next call for STSM's of the Action opens again end of July 2013 for applications in the period from September 1st, 2013 – May 1st, 2014 (four weeks before the end of the 3rd Grant period).

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

It was decided that the number of STSM's will be increased for the 3rd year of Action. It was also decided that again 2 Training Schools will be held in the 3rd 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 encouraged to participate actively in Conferences, Workshops, etc.

4.e. Coordination / interactions with other COST Actions

The 2nd joint event of COST Action FP1006 with COST Action FP0904 will take place during a joint Meeting in October 2013, Rogla, Slovenia. The joint Meeting of FP1006 and FP0904 will take place to discuss common topics, future events and joint research activities.

There will be another joint event with other COST Actions together with the next European Conferences of Wood Modification, ECWM, March 2014, Portugal.

4.f. Action budget

The COST Grant budget plan for the 3rd year (based on 26 countries) as well as the COST Grant budget plan for 3rd year (based on 26 countries including Near-Neighbor Countries) was presented by the Chair of Action. **The second proposed COST Grant budget plan for 3rd year (based on 26 countries including Near-Neighbor Countries) was approved by the MC.** Based on the number of countries a total science expenditure of 156620 EUR and a total expenditure of 180000 EUR is budgeted for the 3rd year. Further details can be seen in the presentation of the 4th MC Meeting and the attached Work Budget Plan.

COST Grant budget plan	
Action no. and title: FP1006 – Bringing new function to wood through surface modification	
Grant period: 1 June 2013 to 31 May 2014	
Allocated budget: 167000 €	
A. SUMMARY BUDGET	
(1) MEETINGS* (incl. 3600 € Workshop organization support)€	99600,-
(2) SHORT-TERM SCIENTIFIC MISSIONS	€.....19600,-
(3) TRAINING SCHOOLS	€.....30520,-
(4) PUBLICATIONS, DISSEMINATION, OUTREACH	€.....6900,-
(5) OERSA	€.....
B. TOTAL SCIENCE EXPENDITURE (sum of (1) to (5))	€ 156620,-
C. Financial & Scientific Administration and Coordination (max. of 15% of B.)	€ 23380,-
D. TOTAL EXPENDITURE (B+C)	€ 180000,-

*120 participants 800€/person, 30€x120 persons LOS

Prior future MC Meetings and to better allocate the budget in the future, it was decided that official invitations to meetings sent out by the Chair of Action to the members of the MC **will be fixed with a Deadline of 3 weeks for acceptance of official invitations through eCOST.** Otherwise the invitations will be cancelled and other COST FP1006 members will be invited instead.

It was also decided by the MC to allocate the budget in the following way:

3 Meetings: September 2013: Turkey, October 2013 Rogla, Slovenia, March 2014: Portugal

One extended SC Meeting: Location and Dates to be fixed

10 STSM, 2 TS

6900 EUR for dissemination.

5. Activity Planning for 2013 / 2014

5.a. Training Schools

It was decided that again 2 Training Schools will be held in the 3rd year of Action. Thus, the 5th and 6th TS are up to come and are proposed as follows:

5th TS:

Organizer: Luisa Carvalho, Departamento de Engenharia de Madeiras, Escola Superior de Tecnologia de Viseu

Location: Viseu, Portugal

Date: April 2014 (last week of April)

Topic: Laminates

Number of Trainees to be reimbursed: 20

6th TS:

Organizer: Vjekoslav Živković, Šumarski fakultet Sveučilišta u Zagrebu

Location: Zagreb, Croatia

Dates and Topic to be confirmed

Number of Trainees to be reimbursed: 20

5.b. STSM's

Number of STSM's for the 3rd year of Action: 10 Cost: 1960 EUR/person, Total 19600 €.

Next call for STSM's of the Action opens again end of July 2013 for applications in the period from September 1st, 2013 – May 1st, 2014 (four weeks before the end of the 3rd Grant period).

There are already intentions known on upcoming STSM's at date of the 4th MC 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 3rd year of Action, a proposal about a possible manager will be made during the next MC meeting.

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

5.c. COST FP1006 and 2014 ECWM

The last big event of COST Action FP1006 in the 3rd year of Action will be the participation of COST FP1006 at the European Conferences of Wood Modification, ECWM7, March 2014, Portugal. This event will be accompanied by a SC Meeting, MC Meeting and WG Meetings of FP1006.

5.d.2. Overview Activities 2013 / 2014

The planning of the 3rd year of Action in detail is stated below:

SHORT TERM SCIENTIFIC MISSIONS (STSMs)

Next call for STSM's of the Action opens again end of July 2013 for applications in the period from September 1st, 2013 – May 1st, 2014 (four weeks before the end of the 3rd Grant period).

TRAINING SCHOOLS

5th TS. Location: Viseu, Portugal, Date: April 2014 (last week of April), Number of Trainees to be reimbursed: 20

6th TS. Location: Zagreb, Croatia, Dates and Topic to be confirmed, Number of Trainees to be reimbursed: 20

MEETINGG

Management Committee Meetings

5th MC Meeting. Location: Rogla, Slovenia. Date: 16.-18. October 2013

6th MC Meeting. Location: joint event with ECWM7. – March 2014, Lisbon, Portugal

Working Group Meetings

WG Meeting no 5: Focused WG 1 Meeting / joint COST FP1006 session dedicated to "Surface modification of wood-based and lignocellulosic materials by irradiation" session at 18th International smmib2013 conference, Izmir, Turkey, <http://www.smmib2013.net/>. The joint session will take place on Wednesday (18 September, 2013). The joint session will be accompanied by a focused WG Meeting 19 September, 2013 in the morning. 19 September, 2013 afternoon is field trip (max. number of allocated persons for COST FP1006: 30 persons, maximum 3 reimbursed nights).

WG no 6.: WG 1, WG 2, WG 3, Location: Rogla, Slovenia, Date: 16-18. October 2013

WG no 7.: WG 1, WG 2, WG 3, Location: Lisbon, Portugal, Date: March 2014

Steering Committee Meetings

5th SC Meeting. Location: Location: Rogla, Slovenia, Date: 16-18. October 2013

6th SC Meeting. Location: Location: Lisbon, Portugal, Date: March 2014

Workshops and Conferences

3rd Workshop/Conference:

Joint conference of COST FP0904 and FP1006, Characterization of modified wood in relation to wood bonding and coating performance, which will be held in Slovenia from 16th till 18th of October 2013 at Hotel Rogla and Hotel Planja.

6. Joint Publications and Joint Projects

6.a. Joint Publications

There is still the possibility of having a special edition of the International Wood Products Journal (the journal of the WTS) at the end of 2013. G.A. Ormondroyd will check on an offer how much it would cost to have this special issue in open access.

The importance of joint publications is discussed. **It was decided to generate a review paper for each WG on State of the Art (Deadline, submission of the peer reviewed paper till September 2013, before the next meeting). Coordination is done through the WG Leader and Vice-Leader.**

Aim is also to generate, if suitable, joint publications in peer reviewed journals out of the STSM's conducted in the frame of the Action. As a reminder, 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.

It was also decided to have a collection of the TS data with the aim of a production of a "book" till the next meeting in October 2013 (Coordination: Chair of Action).

6.b. Joint Projects

A request on intentions for project ideas and project submissions will be sent out by the Chair of Action to the WG Leaders and WG members to be considered for the upcoming WG meetings.

7. Next big meeting

October 16-18, 2013, Rogla, Slovenia

8. AOB

Annexe

- a) Annex 1: Presentation of the 4th MC Meeting