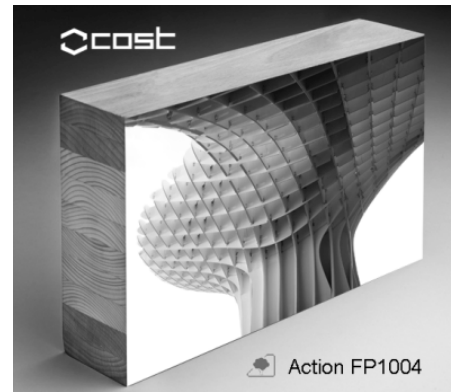


Decisions and Action Points – CGM5

COST Action FP1004
 Core Group Meeting 5 (CGM5)
 Core Group Meeting Number 5
 Monday 13 January 2014
 Faculty of Civil Engineering CTU (fakulta Stavební ČVUT)
 Tkákurova 7, Praha 6 – Dejvice
 Room B578 (Department of Steel and Timber Structures)



Attendees: Richard Harris (Action Chair), Petr Kuklik – host for Prague Conference, Lenka Melzerová - host for Prague Conference, Kay-Uwe Schober (Host and STSM Coordinator), Daniel Ridley-Ellis (WG 3), Robert Widmann – host for Bern/Biel Conference Autumn 2014
 Apologies: Jan Willem van de Kuilen (JWvdK), Roberto Tomasi (RT), Roberto Crocetti, Kjell Arne Malo (KAM)

Report on progress from CGM4:

	Action Point CGM4	Report
1	Provide information for website. Liaise with Frank Hunger at TUM	Website updated Frank Hunger remains contact
2	Invitation of fifty COST Action reimbursed delegates to Cyprus meeting (invite seventy and assume twenty will not accept)	Cyprus meeting successfully completed 17-18 October. Only 29 Delegates. Enabled more reimbursements for Prague Conference.
3	Spring meeting – Agree date with UCEEB, Prague	Prague meeting successfully completed. Approx. 60 reimbursements
4	Call for abstracts for Spring Meeting – before Christmas 2013	All complete
5	Journal edition – European Journal of Wood and Wood Products for final meeting (Spring 2015). Jan Willem van de Kuilen to advise of dates and necessary actions	JWvdK agrees in principle. Details needed
6	There is still STSM budget to be spent – encourage applications	€9200 of (€12,000) budget remains. Only 2 STSMs so far in this year. More required.
7	Training school 2 - CLT in Trento	Training School agreed
8	Training school 3 - a possibility for Bridges in Stockholm	Ongoing – topic for CGM6
9	Next Core Group Meeting: To be agreed. If possible prior to May Conference in Prague. Autumn Core Group in Bath to coincide with CIB W18 2014	CGM5 in Prague CGM6 in Bath in June 2014 CGM7 could be held in conjunction with INTER -2014
10	Next Core Group Meeting: Bath June 2014. To include host of Autumn Conference	

Decisions CGM5	
1	Prague Conference. Details of programme, venue, hotels and invitees agreed. Proceedings to be published. Full information to be sent to invitees. Prague Conference planned for 70 delegates in total – all reimbursed through COST Action FP1004.
2	Prague Conference. Reimbursed invitees: All presenters and invited experts. Ask MC to propose experts from their countries. Aim for 45 ESRs + 25 Experts
3	Prague Conference. Call for papers – close 26 January. Full paper 1 April. Ready for printing by 1 May
4	Biel Conference – Date 24-26 September. To be agreed with FP1101 at their MC Meeting. Details of programme to be agreed later, depending on abstracts received.
5	Biel Conference. 1 day conference, 1 day technical tour
6	Biel Conference. FP1004 to precede Conference with MC Meeting and WG3 Workshop. Plan for WG3 Workshop followed by MC Meeting late pm.
7	Biel. FP1101 plan to precede conference with workshop meetings.
7	Training School. FP1101 have a “screws” training school hosted by Annette Harte planned for autumn 2014. It has been suggested that this could be a joint FP1101/FP1004 event – but see Item 8 below.
8	Training School. FP1004 will have a separate “Bridges” Training School hosted in Switzerland.

Action Point CGM5		Action
1	Invitation of seventy COST Action reimbursed delegates to Prague meeting. All presenters plus experts proposed from MC	RH
2	Ask MC to propose experts	RH
3	Autumn 2015 meeting – Biel. RW or Steffen Franke to agree date (24-26 September) at FP1101 MC Meeting	RW
4	Call for abstracts for Spring Meeting – before Christmas 2013	WGs leaders and deputies
5	Journal edition – European Journal of Wood and Wood Products for final meeting (Spring 2015). Jan Willem van de Kuilen to advise of necessary actions. Who will edit? What are critical dates?	JWvdK
6	There is still STSM budget to be spent – encourage applications	All
7	Training school 2 - CLT in Trento – arrangements in place	RT/RH
8	Training school 3 - a possibility for Bridges in Switzerland	RW/RH
9	Next Core Group Meeting: To be agreed.	All

Richard Harris – Chair COST Action FP1004