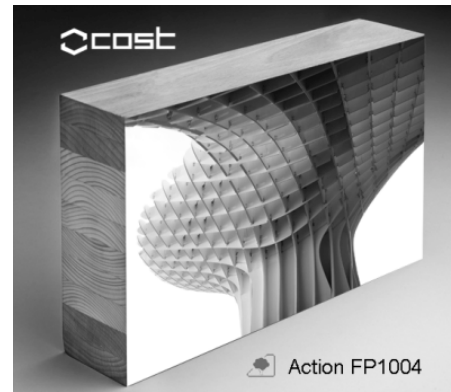


## Decisions and Action Points

COST Action FP1004  
 Core Group Meeting 3 (CGM3)  
 9:00am Thursday 1 February 2013  
 Technical University Munich



Attendees: Richard Harris (RH), Robert Kliger (RK), Kay-Uwe Schober (K-US), Daniel Ridley-Ellis (DR-E), Jan Willem van de Kuilen (JWvdK), Gerhard Schickhofer (GS), Andreas Ringhofer (AR) and Reinhard Brandner (RB)

Apologies: Roberto Crocetti (RC)

	<b>Action Point CGM2</b>	<b>Report</b>
1	Possible participation of Estonia, Latvia, Slovakia. FP1004 members to encourage these countries to join FP1004	Members to continue to encourage new nations to join
2	Possible participation of Hungary	Hungary has not applied
3	Possible participation of South Africa	South Africa has not applied
4	Website activation. Ask JWvdK about situation	Website active and updates to continue
5	Ask Melae Langbein about what is allowed on FP1004 website. What is allowed for full public access? What must be kept for limited access by MC members until the end of the action? (MC1 minutes)	Password protected area available for access by MC members to meeting minutes and other documents for limited circulation
6	Zagreb conference proceedings to be published by end June 2012	Published in June 2012. Copies posted to MC members. Further copies available on request.
7	Invitees to speak at bonded rod seminar. These speakers to be experts in bonded-in rod technology (research and practice). Initial prepared at the meeting to be agreed with Work Group 2 of FP1101 and then finalised by agreement of Core Group.	Successful bonded rod seminar in Wroclaw in Oct 2012
8	Once list of bonded rod experts agreed, they are to be invited	As item 7
9	Training school in Lund. Each Core Group Member to put forward 5 to 10 topics for training school delegates to choose as an assignment following the course	Successful training school – December 2012
10	Venue for conference on CLT – approach possible hosts	CLT Conference – May 2013 to be hosted by TU Graz

	<b>Action Point CGM2</b>	<b>Report</b>
11	Possible training school on CLT in 2013/14. Contact Gerhard Schickhofer	This training school is a possibility – to be developed after CLT conference
12	Use of internet conference facilities for future meetings. Investigate use of Adobe Conference	Internet meetings have been used – good for small numbers (2 or 3) but not successful for larger numbers
13	Use of internet conference facilities for future meetings. Investigate use of Skype	See item 12
14	Next Core Group Meeting: FP1004 Core Group Meeting Friday 16 November. To include host of Spring Conference	This meeting (CGM3) includes host of Spring Conference

	<b>Decisions CGM3</b>
1	CLT Conference at TU Graz, hosted by GS, to be held 21-22 May 2013. Expert speakers (and alternates) agreed
2	Speakers at CLT Conference to be asked to deliver paper on their topic, to be published as State-of-the Art report. Paper deadline 24 March 2013. Editors to be RH/GS/AR/RB. U of Bath to publish and print. If possible provide delegates with printed copy at registration.
3	CLT Conference to be two days – first day to be presentations and second to be factory and site visits
4	Reimbursed invitees: Fifty invitations for FP1004 delegates to include one representative from each COST Action Country plus expert speakers plus ESRs.
5	The CLT Conference will be planned for 100 delegates in total – 50 reimbursed through COST Action FP1004 and others who will be invited and will pay a fee.
6	Breakdown of costs necessary to check against COST Action budget and to determine level of fee
7	Focus of FP1004 for 2013/14/15 – see accompanying table
8	Follow up of Wroclaw meeting – BIROD group formed from COST Action FP1004 representatives. Meeting at TU Munich on 8 Feb 2013. Follow up to be abstract for paper to be submitted to CIB-W18 on how to move towards including bonded rods in EC5
9	Invitation of only one attendee to be automatically reimbursed from each country for Management Committee meetings has been successful and will continue
10	As there will be a RILEM conference on materials and joints in timber structures at Stuttgart 8-10 October 2013, COST Action FP1004 may choose not to specifically address reinforcement with screws and rods
11	Work group identity to be strengthened. Work groups to take lead in meeting/seminar/conference promotion and management

	<b>Action Point CGM3</b>	<b>Action</b>
1	Possible participation of other countries	All
2	Possible participation of Cyprus	RH
3	CLT Conference – invitation of experts	GS/AR/RH
4	Invitation of fifty COST Action reimbursed delegates	RH
5	Work out costs and determine fee for non-reimbursed delegates to CLT conference	RH/GS
6	Website to be updated	RH/ JWvdK
7	Autumn meeting – (post meeting note – Prague not possible, building not ready). Enquiries about possible venue for meeting	All
8	There is still STSM budget to be spent – encourage applications	All
9	Training school 2 - a possibility for CLT in Graz or Trento	GS/RH
	Training school 3 - a possibility for Bridges in Stockholm	RK/RH
11	Next Core Group Meeting: Bath June 2013. To include host of Autumn Conference	All

Provisional schedule of future COST Action FP1004 conferences:

<b>Date</b>	<b>Possible Venue for meeting</b>	<b>Topic</b>	
Autumn 2013	Bath or Bulgaria or Spain?	Solid Wood Solutions (Non-CLT)	S-o-A
Spring 2014	University Centre for Energy Efficient Buildings (UCEEB) at Czech Technical University Prague	Experimental work in conjunction with enhancing mechanical properties of timber	ESR oriented
Autumn 2014	Mainz or Trento or Sofia?	Modelling of joints and reinforcement	ESR oriented
Spring 2015	Bath or Spain?	Bridges	S-o-A

Richard Harris – Chair COST Action FP1004  
February 2013