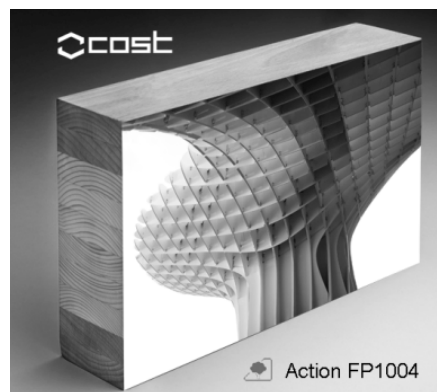


Decisions and Action Points

COST Action FP1004
 Core Group Meeting 4 (CGM3)
 9:00am Friday 1 February 2013
 Technical University Mainz



Attendees: Richard Harris (RH), Robert Kliger (RK), Kay-Uwe Schober (K-US), Daniel Ridley-Ellis (DR-E), Michalis Socratous (TTR Centre Cyprus)

Apologies: Jan Willem van de Kuilen (JWvdK), Roberto Tomasi (RT), Roberto Crocetti, Kjell-Malo Arne Malo

	Action Point CGM3	Report
1	Possible participation of other countries	Hungary and Cyprus and joined
2	Possible participation of Cyprus	See Action Point 1
3	CLT Conference – invitation of experts	Successful CLT Conference completed (21-22 May – TU Graz)
4	Invitation of fifty COST Action reimbursed delegates	More than 50 COST Action delegates invited
5	Work out costs and determine fee for non-reimbursed delegates to CLT conference	190 delegates in total in Graz. Non-reimbursed delegates paid fee
6	Website to be updated	Ongoing
7	Autumn meeting – (post meeting note – Prague not possible, building not ready). Enquiries about possible venue for meeting	Meeting arranged in Cyprus. 17-18 October 2013
8	There is still STSM budget to be spent – encourage applications	Continued promotion of STSMs
9	Training school 2 - a possibility for CLT in Graz or Trento	Training School 2 to be held in Trento. Date to be confirmed (April 2014)
10	Training school 3 - a possibility for Bridges in Stockholm	Continued discussion – Training School in Sweden or Norway being considered
11	Next Core Group Meeting: Bath June 2013. To include host of Autumn Conference	Meeting held in Mainz

	Decisions CGM4
1	More attention to the website. Ask Frank Hunger at TUM to add more information. RH to provide this.
2	Check allowed website available. If necessary, provide password to MC members.
3	Cyprus Conference. Details of programme, venue, hotels and invitees agreed. Proceedings to be published. Full information to be sent to invitees. Cyprus Conference planned for 75 delegates in total – 50 reimbursed through COST Action FP1004 and others who will be invited by the host (and pay appropriate fee). Reimbursed invitees: Seventy invitations for FP1004 delegates with the intention of making 50 reimbursements
7	Focus of FP1004 for 2014/15 – see accompanying table
8	Follow up of Wroclaw meeting – BIROD group formed from COST Action FP1004 representatives. Paper presented to CIB-W18 on how to move towards including bonded rods in EC5. Budget allocation to enable this work to continue – possible S-o-A report from WG1
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 has been strengthened. Work groups to take lead in meeting/seminar/conference promotion and management of particular meetings and other initiatives
12	Workplan for 2013-14 examined and accepted. COST Action FP1004 has under-spent its budget in first two years. Main reason is that not all those invited to meetings attend. Budget cannot be carried over (unspent money is deducted from following year's grant). Aim to over-invite in future but care needed

	Action Point CGM4	Action
1	Provide information for website. Liaise with Frank Hunger at TUM	RH
2	Invitation of fifty COST Action reimbursed delegates to Cyprus meeting (invite seventy and assume twenty will not accept)	RH
3	Spring meeting – Agree date with UCEEB, Prague	RH
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 dates and necessary actions	JWvdK
6	There is still STSM budget to be spent – encourage applications	All
7	Training school 2 - CLT in Trento	RT/RH
8	Training school 3 - a possibility for Bridges in Stockholm	RK/RH
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	All

Provisional schedule of future COST Action FP1004 conferences. To be agreed at Meeting MC4:

Date	Possible Venue for meeting	Topic	Notes
Autumn 2013	Cyprus	Enhancing wood with other materials	S-o-A proceedings
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	Sweden or Norway?	Bridges	MC Meeting MC5
Spring 2015	Ask for offers to host	Final meeting – papers on all the key topics. Special edition of European Journal of Wood and Wood Products	Special edition of peer-reviewed journal

Richard Harris – Chair COST Action FP1004
February 2013