

**COST ACTION A35: PROGRESSORE**  
**SECOND MEETING OF**  
**THE MANAGEMENT COMMITTEE (MC)**  
**2nd December 2005**  
**at the Foundation Cassamarca - in Treviso, Italy**

Chair: Gérard Béaur

**MINUTES**

**Present:**

FR	ANTOINE ANNIE
FR	BEAUR GERARD
ES	CONGOST ROSA
PL	DUMANOWSKI JAROSLAW
IT	BIAGIOLI GIULIANA
IT	GASPARINI DANILO
FI	PELTONEN MATTI
H	POZSGAI PETER
AT	LANGTHALER ERNST
NO	MIKKELSEN TRETVIK INGEBORG
SE	MORELL MATS
CH	MOSER PETER
EE	MUST AADU
NO	ORDERUD INGE
GR	PETMEZAS SOCRATES
ES	PINILLA VICENTE
CH	HEAD-KÖNIG ANNE-LISE
PT	SANTOS RUI
PT	SERRAO JOSEVICENTE
DE	SCHLUMBOHM JURGEN
BE	SCHMITZ SERGE
BE	THOEN ERIK
UK	HOYLE RICHARD
UK	SCHOFIELD PHILLIPP
DE	FERTIG GEORG
SE	SVENSSON PATRICK
NL	VAN BAVEL B.P.J.
Experts	
FR	VIVIER NADINE
FR	CHEVET JEAN-MICHEL
CZ	CUDLINOVA EVA

CZ               LAPKA MILOSLAV  
COST           GRONBAEK DAVID

1. The MC takes place in Treviso thanks to the generosity of the Foundation Cassamarca.

## 2. Adoption of the Agenda

3. **Adoption of the minutes** of the first Management Committee Meeting, which took place on June 27<sup>th</sup>, 2005 in Brussels.

David Gronbaeck's report concerning the rules of procedure which were discussed.

The MC has decided that the official language of the Action A35 is English, and there is the possibility of speaking French, with a short translation in English.

## 4. Report from the Science Officer, David Gronbaek

- The question of funding was discussed. There are two possibilities: the so-called "grant system" or the "as you pay as you go" system. The COST Officer, David Gronbaek, and the chair, Gérard Beaur, will discuss this question and the MC delegates the final decision to the Core group.
- David Gronbaek indicates that it is essential to sign the attendance list in order to be reimbursed. If possible, the reimbursement form is to be filled out and returned to him before the end of the meeting.
- He draws our attention to the completed COST Action A13 which could be useful in the context of our own Action A 35. He also suggests that our Action might invite a member of the Action A 13 on rural innovation as an expert

- Status of Action

There are now 19 signatory states for Action A 35. New members can be admitted unconditionally until March 15<sup>th</sup> 2006. Thereafter, any new entry must be submitted to the MC for its approval.

The Action ends in 2009. The final conference will be held place in 2009.

- Budget Status for 2005.

This is the third meeting (the 1<sup>st</sup> MC in June and the Core group meeting in October). The target of 45 000 euros will be met. The budget is allocated for one year and it is impossible to carry a sum forward to the following year.

## **5. Budget planning for next year**

The total budget for 2006 will be 65 000 euros.

The MC has decided to grant 10 500 euros for each of the four workshops. In order to obtain the necessary funding, the organisers of the meetings must make a request to the COST office well in advance.

The details of the allocation of the 2006 budget must be sent to Brussels before the end of February.

No more than two participants per country may be reimbursed by COST in each meeting, and in addition, possibly a third person as an expert or a discussant.

## **6. STSM status - applications**

The possibility of funding Short Term Scientific Missions (STSM) on the Action budget is discussed.

The MC decides that it is up to each Working Group, if it so wishes, to determine whether it might use a part of its budget in order to finance an STSM. The MC empowers the WG chairs to decide on the allocation of STMS should there then be any money remaining, and to choose a desirable applicant.

The Guide for on-line registration of STSMs can be found on the COST Office website: <http://www.cost.esf.org/index.php?id=38>

## **7. Publications - annual report**

Publications must be financed from the Action's budget.

Eric Thoen mentions the possibility of publishing in the CORN Series with the Brepols publisher. Four to eight volumes are under consideration. Only the best papers would be published and a commission would select the relevant papers.

The MC thanks Eric Thoen and Brepols and accepts this suggestion.

## **8. Requests for membership**

The Czech Republic and Iceland hope to be able to sign by March 2006

## **9. Request for non-COST participation**

Non-COST persons can take part in the meetings, but at their own expense.

## **10. Website news**

The website is nearly ready and will be soon accessible on the Web.

## **11. Progress report of working groups**

The MC has already received the eight drafts for the four meetings which are to take place in 2006 and for the four meetings in 2007.

## **12. Long-term planning**

2006: 4 meetings of the 4 WGs

2007: 4 meetings of the 4 WGs

2008: 4 meetings of the 4 WGs

Final conference: 2009

## **13. Time and place of next meeting**

The next MC will take place in Brussels. Eric Thoen offers to organise it in the National Library in Brussels. It will take place on the 25<sup>th</sup>-26<sup>th</sup> November 2006, or alternately on the 11<sup>th</sup>-12<sup>th</sup> November, depending on the availability of the room at the Library

A Core group meeting will take place in October 2006.

## **14. AOB**

The MC decides that the workshops

- will have 12 to 18 contributors at most, plus the discussants or experts
- are closed workshops.

Two conclusions of the MC, taken at the end of the joint symposium on the following 3<sup>rd</sup> December, must be added to the minutes

- Role of the MC members

The MC members are representatives not only of their own institution, but of their country as a whole. Consequently they must be active and make generally known the Calls for papers when this is the wish of the organisers. This is the case for next year's meetings for WGs 2, 3 and 4). The national delegates are expected to help the organisers by giving them the names of those potential contributors who would be best qualified to give a paper relevant to the theme of the conference.

All information concerning the preparation of the workshops for 2006 is to be sent to the chair, Gérard Béaur, in the course of January. This is essential as the annual report on the action for 2005 has to be written before the end of February 2006.

**Responsible for the minutes:** Anne-Lise Head-König and Nadine Vivier.