



MC Meeting Minutes

Venue: Cargese, Corsica, France

Date : October 8, 2005

Time: 9:00-15:00

Author: Stefan Buehler

Version: 2005-12-20 (including corrections by Nejedlik)

Attendees:

Buehler, Stefan	Institut für Umweltphysik Universität Bremen, FB 1 Postfach 33 04 40 D-28334 Bremen, Germany	MC Chair, Chair WG1
Jaczewski, Adam	University of Bremen Institute of Environmental Physics Otto-Hahn-Allee 1 D-28359 Bremen, Germany	Poland
Kolev, Staytcho	National Institute of Meteorology and Hydrology Bulgarian Academy of Science 66 Tzarigradsko Chausse Blvd 1784 Sofia, Bulgaria	Bulgaria
Rigel Kivi	FMI-Arctic Research Centre Tahtelantie 62 FIN 99600 Sodankyla, Finland	Finland
Lahoz, William	Data Assimilation Research Centre Department of Meteorology University of Reading Reading RG6 6BB, UK	MC Co-Chair, Chair WG2
Legras, Bernard	Laboratoire de Meteorologie Dynamique Ecole Normale Supérieure 24, Rue Lhomond 75231 Paris cedex 05	France, Chair WG3
Leiterer, Ulrich	Deutscher Wetterdienst Meteorologisches Observatorium Lindenberg Am Observatorium 12 15864 Lindenberg, Germany	Germany
Nejedlik, Pavol	COST-ESF Office 149 Avenue Louise, 1050 Brussels, Belgium	COST Secretary

Agenda

1. Welcome to participants
2. Adoption of agenda
3. Minutes of last meeting
4. Report from the Scientific Officer
 - News from the COST Office
 - Status of Action
 - Number of Signatories
 - Budget Status, budget allocation process
5. Preliminary report on the summerschool (W. Lahoz)
6. Planning of Mid Term Workshop in Sophia next spring (S. Kolev)
7. Year Budget planning
8. STSM status, applications
9. Publications, annual report
10. Request for new members
11. Non-COST participations
12. Web news
13. Progress report of working groups
14. Long-term planning
 - Should we start thinking about a follow-up action?
15. Time and place of next meeting
16. AOB

1 Welcome and Introduction

Welcome to participants by Bernard Legras and Stefan Buehler.

2 Adoption of Agenda

The agenda was approved. On request by Rigel Kivi it was decided to add a short report on the LAUTLOS WG1 meeting to agenda item 13.

3 Minutes of last Meeting

The minutes of the last meeting were approved. Action items (AIs) from the last meeting were reviewed. It was found that all AIs had been closed in the meantime.

4 Report from the Scientific Officer

Pavol Nejedlik reminded the participants that they have to register their bank details with the COST office for reimbursement, if they are not already registered.

The COST office has a new director since September 1: Martin Grabert.

The midterm review of the COST EFS contract has been positive and COST has been recommended for FP7.

New actions are encouraged to run with a new cost management system. Under this so-called “grant system” the MC chair will receive a fixed grant and will be responsible for all reimbursements to be handled according to ESF rules. This does not affect Action 723, since the MC has decided at the last meeting in Copenhagen that 723 will stay with the old cost management system.

Pavol Nejedlik announced that, contrary to the information given to William Lahoz at the COST TC meeting in June 2005, COST 723 will end in September 2006. He informed the MC that an extension is theoretically possible, but not likely to be granted, so he advised against it. All MC members expressed their indignation and concern about this sudden and drastic change of the boundary conditions for the actions work. It was discussed how to adapt to the new situation. The conclusion was that the workshop in Sofia will be the last big event of COST 723.

Plans for the final report were discussed. It was decided to make another journal special issue, connected to the workshop in Sofia, for example in the Quarterly Journal of the Royal Meteorological Society. The main scientific results of Action 723 should be contained in the two special issues. The final report itself should be relatively small, describe the 723 activities from an organizational point of view, and refer to the published papers for scientific content.

AI Stefan Buehler: Find out or negotiate conditions for QJRMS special issue. In particular discuss billing options.

Pavol Nejedlik suggested that the special issue should contain an introductory paper about COST 723. The total costs for the special issue should not significantly exceed 20 k€

The budget of Action 723 in 2005 was spent as follows:

WG2 Toulouse	14069
MC Copenhagen	7977
WG1 Helsinki	5304
Cargese school	25200
Cargese subsidy	10000
Cargese travel	2500
Total	65049

Pavol Nejedlik announced that Action 723 yearly budget for 2006 will be approximately 65 k€

Pavol Nejedlik pointed out the possibility of COST paying the participation of Action members in WMO workshops or projects.

5 Preliminary Summerschool Report

The summerschool is considered a great success by all teachers and students involved. William Lahoz gave a preliminary report on the school, including some statistics on the enrolled students. Due to its large scope (19 lecturers and more than 70 students) and the high quality of the lectures, the school has contributed very significantly to the visibility of COST 723.

6 Planning of Sofia Workshop

As planned, the local host of the meeting will be Staytcho Kolev, representing the Bulgarian National Institute of Meteorology and Hydrology. He presented a list of hotels that would be suitable venues for the workshop. The one agreed upon was the Greenville Hotel.

The planned schedule of the workshop is:

Wed. 17.5.2006:	09:00 to 13:00	Lunch	14:00 to 18:00	Dinner
Thu. 18.5.2006:	09:00 to 13:00	Lunch	14:00 to 18:00	Poster session
Fri. 19.5.2006:	09:00 to 13:00	Lunch	14:00 to 18:00 (MC)	Dinner

In other words, the workshop will be three full days, with the MC meeting on the afternoon of the last day.

AI Stefan Buehler: Draft invitation email for Sofia workshop.

AI Staytcho Kolev: Determine abstract deadline and give information to Stefan Buehler.

7 2006 Draft Budget

The draft budget plan for 2006 was decided to be as follows:

Sofia subsidy	10 k€
Sofia participants	35 k€
Evaluation board (required by TC rules)	4 k€
LAUTLOS final meeting	4 k€
EGU/ASSET meeting	4 k€
STSMs	6 k€
GASG (Web maintenance)	2 k€
Total	65 k€

8 STSMs

COST 723 has had 5 STSMs so far. There are specific plans for three more in 2006. Scientists interested in going on an STSM are invited to apply, following the instructions on the COST 723 website.

9 Publications

A list of all publications can be found on the COST 723 website. See minute item 4 above for plans concerning another journal special issue.

10 Request for New Members

There were no requests.

11 Non-COST Participation

None.

12 Web News

Stefan Buehler reported on the status of the COST 723 web site.

13 Short Progress Reports of Working Groups

Rigel Kivi reported about the last WG1 LAUTLOS meeting in Helsinki.

AI William Lahoz: Send Stefan Buehler a short summary of the progress in WG 2 for the next progress report.

AI Bernard Legras: Send Stefan Buehler a short summary of the progress in WG 3 for the next progress report.

AI Rigel Kivi: Send Stefan Buehler the web address of the LAUTLOS data base for inclusion in the COST 723 website.

14 Long Term Planning

The Action will end in September 2006, see point 4 above. Options for a follow-up action were discussed. Areas where further work is necessary are perceived to be:

- Model evaluation (e.g., by data assimilation techniques)
- The development of well characterized data sets (particularly of upper tropospheric and lower stratospheric humidity)

15 Time and Place of Next Meeting

The next MC meeting will be in Sofia along with the COST 723 workshop.

16 AOB

There was no other business.

Annex 1: List of Action Items

CAR-MC 1	Stefan Buehler	Find out or negotiate conditions for QJRMS special issue. In particular discuss billing options.	Open
CAR-MC 2	Stefan Buehler	Draft invitation email for Sofia workshop.	Open
CAR-MC 3	Staytcho Kolev	Determine abstract deadline and give information to Stefan Buehler.	Open
CAR-MC 4	William Lahoz	Send Stefan Buehler a short summary of the progress in WG 2 for the next progress report.	Open
CAR-MC 5	Bernard Legras	Send Stefan Buehler a short summary of the progress in WG 3 for the next progress report.	Open
CAR-MC 6	Rigel Kivi	Send Stefan Buehler the web address of the LAUTLOS data base for inclusion in the COST 723 website.	Open