

Minutes prepared Claudia Emde
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COST 723 Data Exploitation and Modeling
for the Upper Troposphere
and Lower Stratosphere



MC Meeting Minutes

Venue: DLR, Oberpfaffenhofen, Germany

Date : October 12, 2004

Time: 10:00-12:00

Attendees:

William Lahoz	Department of Meteorology, Reading, UK
Bernard Legras	Laboratoire de Meteorology, Paris, France
Zdenek Zelinger	Heyrovsky Institute of Physical Chemistry, Czech Republik
Niels Larsen	Danish Meteorological Institute, Denmark
Piotr Struzik	Institute of Meteorology and Water Management, Krakow, Poland
Adam Jaczewski	Institute of Meteorology and Water Management, Warsaw, Poland
Kostas Eleftheratos	Laboratoy of Climatology and Atmospheric Environment, University of Athens, Greece
Herman Smit	Institute for Chemistry and Dynamics of the Geosphere, Research Centre Jülich, Germany
Pavol Nejedlik	COST-ESF Office, Belgium
Claudia Emde	Institute of Environmental Physics, University of Bremen, Germany

1 Introduction

Welcome of attendees by William Lahoz.

2 Adoption of agenda

Agenda was approved without changes.

3 Minutes of last meeting

Approved.

4 Report from the Scientific Officer

4.1 News from the COST office

- Pavol Nejedlik reported that the new president for the COST CSO is Francesco Fedi
- Technical committees should be merged until 2006 from currently 12 domains to 4-5 domains, but probably 8-9 domains will be kept.
- Four new COST actions are planned:
 1. Atmospheric chemistry with main focus on Nitrogen
 2. Quality assurance for microscale models dealing with pollution
 3. UTCI (Universal thermal climate index)
 4. Propagation of uncertainty in advanced hydro-meteorological forecast systems

4.2 Status of Action

- Summer school is planned to take place in September-October 2005 in Corsica.
- William Lahoz proposed to shift the mid term workshop to 2006. Pavol Nejedlik agreed.
- Pavol Nejedlik suggested to hold MC meeting during summer school. Bernard Legras pointed out that facilities might be difficult to organize.
- **AI Bernard Legras:** Organize MC meeting in Paris close in time to the summer school on Corsica.

5 Year Budget Planning

5.1 General Budget

- Pavol Nejedlik reported that there is money left from the 2004 budget. This has to be spent by 10-11-2004. It can be used for attending conferences. William Lahoz suggested that whoever wants to attend a conference should contact himself or Stefan Bühler.
- Pavol Nejedlik suggested holding an organizing meeting for the summer school. Bernard Legras said that one should keep this option in mind.
- Pavol Nejedlik reported that the budget for 2004 was 65.000 € Already 78.000 € have been used. This is o.k. because no money was spent in 2003 and some actions have not spent all money. If less than 95% of the actions budget is spent, less money will be allocated next year.
- **AI all:** Collect reasonable ideas for spending COST money before 10-11-2004.

5.2 Summer school on Corsica (2005)

- 10.000 € are available for organizational matters

- Short Term Scientific Missions (STSMs) for 20 people (lecturers and students).
- For lecturers 2.000 € are required, for students 1500 € The overall budget is 40.000 €
- Problem: Payment for lecturers in advance is not possible, only flight tickets for some students can be paid in advance (Pavol Nejedlik). In William Lahoz opinion some lecturers might not come due to this reason.
- **AI William Lahoz and Bernard Legras:** Specify requirements for summer school and sent them to the COST office for organizational matters.

5.3 Other meetings

- LAUTLOS evaluation meeting in September, 2005, in Helsinki, Finland (working group 3). Request for money for this meeting was accepted. Money is available for approximately 10 people. Contact point is Horst Dier (horst.dier@dwd.de).
- Assimilation project (ASSET) meeting, working group 2. William Lahoz reported that the meeting would take place from 19-21 January 2005 in Toulouse. Money is available for approximately 15 people. Contact point is William Lahoz (wal@met.rdg.ac.uk).
- Piotr Struzik mentioned that at the workshop in Noordwijk (March 2004) a “Trajectory model validation meeting” was proposed. William Lahoz asked whether anybody wants to organize this meeting, but nobody volunteered.
- Pavol Nejedlik said that two MC meetings should be held in 2005 because this is the official procedure.
- **AI all:** Contact Stefan Bühler or William Lahoz if you have ideas for smaller expert meetings in 2005.

6 STSM Status, applications

- So far there have been three applications.
- Applications should be sent to Stefan Bühler, William Lahoz and Bernard Legras, who should approve them. The decision is usually made within a few working days.

7 Publications, annual report

7.1 Special issue in ACP, deadline is 15-10-2004

- Pavol Nejedlik said, that only 3000 € are available, because the budget was calculated based on 150 pages.
- William Lahoz and Bernard Legras pointed out that ACP special issue is very useful for publicity of the COST action. Number of pages should not be reduced for money reasons.
- Pavol Nejedlik suggested to pay articles contained in the first 150 pages of the special issue from the publication budget and reimburse money for the other articles separately. This would be formally correct. All agreed to this solution.
- It was suggested that the COST logo be included in the ACP special issue.
- **AI William Lahoz:** Contact Pavol Nejedlik with an estimate of how many papers will be covered by the first 150 pages.

- **AI William Lahoz:** Contact Katja Gaenger at ACP to suggest COST logo be included in ACP special issue (e.g. in the web-site).

7.2 Annual report

- The report was accepted by TC members at the TC meeting in Nice.

8 Request for new members

- There were no requests.

9 Non-COST participants

- No applications.

10 Web news

- The COST web-page is up-to-date. (Note that it now contains also the presentations from the cirrus workshop.

11 Progress report of working groups

- All working groups are working smoothly.

12 Long-term planning

- William Lahoz asked about the possibility of proposing a new COST action based on COST 723. Pavol Nejedlik said that it is too early to think about this. So this topic was postponed.

13 Time and place of next meeting

- The next MC meeting will take place in Kopenhagen, Denmark, on 19/20 May.
- **AI Niels Larsen:** Organize MC meeting.
- It was decided to shift the workshop to the beginning of 2006. Herman Smit suggested to invite external experts. Piotr Struzik proposed that the workshop should be open for presentations of other topics. William Lahoz asked Zdenek Zelinger, whether he could organize the workshop in Prague.
- **AI Piotr Struzik:** Suggest meeting for the requested topic “Trajectory model validation” and send application to Stefan Bühler, William Lahoz and Bernard Legras.

- **AI Zdenek Zelinger:** Discuss with colleagues whether a workshop could take place in Prague during 2006.

14 AOB

- Final report of COST 716 is available on web-site.
- **AI Stefan Bühler:** Put link to COST 716 web-site on COST 723 web-site.
- Pavol Nejedlik announced a WMO meeting for an inter-comparison of high quality radiosonde systems to be held on Mauritius during February 2005. STSM can be used to send one person from COST 723 to this meeting.
- **AI Pavol Nejedlik:** Email information about WMO meeting to William Lahoz.
- **AI William Lahoz:** Send a global email about WMO meeting, and request applications to travel to visit Mauritius for 2 weeks in February 2005. William Lahoz, Stefan Buehler and Bernard Legras to review applications and select one.

Annex 1: List of Action Items

DLR-MC 1	Bernard Legras	Organize MC meeting in Paris.	Open
DLR-MC 2	All	Collect reasonable ideas to spend COST 723 money by 10-11-2004.	Open
DLR-MC 3	Bernard Legras and William Lahoz	Specify requirements for summer school and send them to the COST office for organizational matters.	Open
DLR-MC 4	All	Contact Stefan Bühler or William Lahoz if you have any ideas for meetings in 2005.	Open
DLR-MC 5	Niels Larsen	Organize MC meeting in Kopenhagen (19/20 May).	Open
DLR-MC 6	Piotr Struzik	Suggest meeting for the requested topic "Trajectory model validation" and send application to Stefan Bühler, William Lahoz and Bernard Legras.	Open
DLR-MC 7	Zdenek Zelinger	Discuss with colleagues whether a COST 723 workshop could take place in Prague during 2006.	Open
DLR-MC 8	Stefan Bühler	Put link to COST 716 web-site on COST 723 web-site.	Closed
DLR-MC 9	Pavol Nejedlik	Email information about WMO meeting to William Lahoz.	Open
DLR-MC 10	William Lahoz	Send a global email about WMO meeting.	Open
DLR-MC 11	William Lahoz	Contact Pavol Nejedlik with an estimate of how many papers will be covered by the first 150 pages.	Open
DLR-MC 12	William Lahoz	Contact Katja Gaenger at ACP to suggest COST logo be included in ACP special issue	Open