



**First Management Committee Meeting
Cost Action 869 "Mitigation options for Nutrient Reduction in
Surface Water and Groundwaters"
Hotel Bristol Stephanie Brussels, 7 November 2006
COST-Office, Avenue Louise 149, Brussels, 8 November 2006**

DRAFT MINUTES

PRESENT

Jaroslave Antal (Slovak Republic)
Elisabetta Barberis (Italy)
Marianne Bechmann (Norway)
Charles Bielders (Belgium)
Andreas Bohner (Austria)
Wim Chardon (Netherlands)
Peter Csatho (Hungary)
Dana Daniela (Romania)
Antonio Delgado Garcia (Spain)
Kazimieras Gaigalis (Lithuania)
Fernando Gil-Sotres (Spain)
Phil Haygarth (United Kingdom)
Louise Heathwaite (United Kingdom)
Leszek Hejduk (Poland)
Georges Hofman (Belgium)
Nicholas Holden (Ireland)
Kenneth Irvine (Ireland)
Viesturs Jansons (Latvia)
Andreas Krein (Luxembourg)
Tore Krogstad (Norway)
Brian Kronvang (Denmark)
Michael Litaor (Israel)
Antonio Lo Porto (Italy)
Ralph Meissner (Germany)
Romulus Mocanu (Romania)
Yiannis Panagopoulos (Greece)
Seppo Rekolainen (Finland)
Gitte Rubaek (Denmark)
Oscar Schoumans (Netherlands)
Moshe Shenker (Israel)
Antanas Sigitas Sileika (Lithuania)
Istvan Sisak (Hungary)
Nikolaos Skoulikidis (Greece)
Piotr Skowron (Poland)
Peter Strauss (Austria)
Barbro Ulen (Sweden)
Bouktje Stol (COST Office)



1 WELCOME

The Action secretary, Bouktje Stol, chaired the meeting until agenda item 7 and welcomed all the participants.

2 ADOPTION OF THE AGENDA

The agenda was adopted unanimously.

3 PRESENTATION OF THE DELEGATIONS

All delegates introduced themselves and gave a brief resume of their research interests and activities.

4 GENERAL INFORMATION ON COST MECHANISM AND ON THE FUNDING OF COORDINATION

Bouktje Stol gave an illustrated talk on this subject and answered questions. General information and the general COST ppt. presentation can be found on the COST website: <http://www.cost.esf.org/index.php?id=9>. The presentation for this meeting will be sent to the MC members.

5 STATUS OF COST ACTION 869

The action officially starts today and will end on 06/11/2011.

The countries which have signed the memorandum of understanding, according to the COST website, are at the moment: Austria, Belgium, Denmark, Estonia, Finland, Germany, Hungary, Ireland, Israel, Italy, Latvia, Lithuania, Netherlands, Norway, Poland, Romania, Slovenia, Spain, Sweden, Switzerland and United Kingdom: 21 in total.

Three countries have given an intention to sign: *Greece, Luxembourg and Slovak Republic*
Participants of countries which did not sign yet or only gave an intention to sign are requested to urge their national COST coordinators to sign the MoU; for future meetings the signature is necessary to be reimbursed.

6 AGREEMENT ON THE INTERNAL RULES OF PROCEDURE FOR THE MC

Bouktje Stol distributed the standard rules of procedure of the Management Committee. The MC members decided unanimously to change Article 8 – “Meetings of the MC shall be officially held only if at least 50 % of the Signatories are represented.”



7 ELECTION OF THE ACTING CHAIR AND ACTING VICE-CHAIR

Wim Chardon (NL) was unanimously elected chair and Louise Heathwaite (UK) was unanimously elected vice-chair. Wim Chardon then took the chair.

8 WORKING PLAN FOR THE IMPLEMENTATION OF THE COST ACTION 869

For the Working Groups the following experts were chosen as chair or vice-chair:

WG1

Chair: Louise Heathwaite (UK)

Vice-chair: Michael Litaor (IL)

WG2

Chair: Seppo Rekolainen (FI)

Vice-chair: Nicolaos Skoulidakis (GR)

WG3

Chair: Oscar Schoumans (NL)

Vice-chair: Antonio Lo Porto (IT)

WG4

Chair: Brian Kronvang (DK)

Vice-chair: Peter Strauss (AT)

Financing systems (Pay-as-you-go or grant system): Having the choice between the pay-as-you-go system and the grant system the members decided unanimously to continue for the time being with the pay-as-you-go system.

The chair will investigate the possibility having his institute (Alterra-NL) as possible future contract holder. It is not clear if this institute has to charge overheads. MC members are asked to check if their home institute could do the job without charging overheads; some participants know already that their institute will not be able to do the job for the available amount of money.

The MC takes the provisional decision to agree on a budget of 15% for the contract holder when the action has to switch to the grant system in the future.

Executive Committee: The MC decided to have an Executive Committee (EC) consisting of the chair, vice-chair and WG leaders. The main task of the EC will be to prepare budget plans and meetings and make proposals for the full MC.

Short Term Scientific Missions: The following procedure for STSMs was proposed:

- The MC appointed Kenneth Irvine as contact person for STSMs.
- Each WG will create 3-5 suggestions in the form of Titles and Objectives for STSMs fitting in the work plan for the WG for the next 2 years.
- An Application Form will be made that has to be used (3-4 pages); application deadlines will be twice a year (1st October and 1st April)



- Applications are to be submitted to the STSM Contact Person, who will facilitate that a review procedure is conducted sending the application to one member from each of the 4 WGs. Reviewers will have 14 days to mail their response to the STSM contact person and he will take decision on approval or not within a month, independent of the number of reviews coming back from the 4 reviewers.
- A budget has to be set each year for STSMs. For 2007 an amount of 10,000 Euro was allocated for STSMs.

Website: The website for the COST 869 will be done by the chair's institute. The web address is: www.cost869.alterra.nl

For creating and updating this website the MC agreed to allocate 2000 euro in 2006 as general support to the chair.

9 PLACE AND DATES OF NEXT MEETINGS

The MC agrees to have an extended executive committee meeting soon for further planning of the activities. The meeting will be held 14 December 2006 in Amsterdam. The topic of the meeting will be: interaction between WGs, avoiding overlap between WG topics, and organisation of joint meetings.

For 2007 the following meetings were agreed:

- May/June WG1 (2/country) in Biri [**corrected**], Norway
- 21 May Small meeting WG2 in Oslo, Norway, 10 participants
- November/December: WG3 + MC (2/country/WG+1/country/MC) in Devon, UK. The executive committee should prepare a plan for 2008 and send that in advance of this meeting to the MC members.

10. MISCELLANEOUS

Leszek Hejduk presented a project initiative from Warsaw Agricultural University about "Investigations on sediment and nutrients transport in a catchment's scale". The MC finds the topic important and embraces the initiative. The MC is also willing to provide the support to the project.

11. CLOSING