



**COST ACTION E55
Modelling of the Performance of Timber Structures**

**Draft Minutes of the 8th Management
Committee Meeting**

**University of Ljubljana, Faculty of Civil and Geodetic Engineering
Jamova 2, 1000 Ljubljana, Slovenia**

Tuesday, 22nd September 2009, 16.00 – 16.30 hrs

1. Welcome to participants

The Chair, Dr. Jochen Kohler, welcomed the participating members of the Management Committee.

2. Adoption of agenda

The draft agenda, which was circulated with the letter of invitation, was adopted without modification.

3. Minutes of last meeting

The minutes of the 7th meeting of the Management Committee held on Friday, 27th March 2009 at the Norwegian University of Science and Technology, NTNU Trondheim, Norway were approved.

4. General Information from the COST Secretariat

No documentation was received from the COST office prior to the meeting.

5. Year budget planning

The Chair is currently finalizing the draft of the yearly report and will circulate it shortly for approval.

6. STSM status, applications

Many STSMs have taken place over the recent months and many more are planned. Because of this high level of activity, a special page on the website will be dedicated for STSM reports. Information is available on the COST website in relation to the criteria and application procedures for STSMs. The Management Committee authorized the Chair to evaluate and approve all STSM applications.

7. Publication, annual report

In coming weeks, the annual report will be drafted and approved.

8. Evaluation

Since the start of the action, there has not been an evaluation meeting. Eva Esping was appointed as the new rapporteur to this action last year but has not been able to attend the meetings.

9. Request for new members

Poland has applied to join the Action. The Chair has replied positively to the request. This was approved.

10. Non COST participation

Under the special agreement between COST and Australia/New Zealand, links have been established with Prof. Keith Crews, Prof. Andy Buchanan & Prof. Pierre Quenneville. There are still funds available for STSMs to these countries. Since the last meeting, Dr. Ben Zhang undertook a short visit to Prof. Crews in Sydney.

It was noted that two people from Nigeria registered for the joint workshop in Ljubljana but they did not attend. All of the workshops and conferences organized by COST E55 are open to appropriate experts from outside the COST countries but they will not be reimbursed. The Chair was authorized to assess these applications.

11. Web news

The Action web page (www.cost-e55.ethz.ch)

12. Progress Report of Working Groups

Joint presentations of the WGs took place on day two of the meeting to discuss strategy so there was no need for further reporting.

13. Long term planning

As the final conference will take place in May 2011, it is now time to start planning the contents. It was agreed to invite some international experts from outside Europe to give keynote lectures. A suggested topic for the keynote lectures is: 'Future research challenges for the next 10-20 years'. Some suggested speakers were: Prof. Andy Buchanan, University of Canterbury, New Zealand, Prof. Ian Smith, University of New Brunswick, Canada, Prof. Keith Crews, University of Technology Sydney, Australia, Prof. Frank Lam, University of British Columbia, Canada, Prof. Bruce Ellingwood, Georgia Institute of Technology, USA, and Prof. David Rosowsky, Texas A & M University, USA, Other possibilities from Europe included: Prof. Sven Thellanderson to give keynote on 'Reliability of timber structures' and a keynote from a high-profile designer of large timber structures.

A proposal for a meeting of the Steering Group in order to organize the Coimbra meeting was approved.

14. Time and place of next meetings

The following dates and venues for the upcoming meetings were agreed:

Coimbra	25 - 26 March 2010	Joint MC/WGs meetings
Sardinia	23-24 September 2010	Joint MC/WGs meetings
Zurich	26-27 May 2011	Final conference

15. Any Other Business

A grant to the Chair of 2000 Euro was approved.

Annette Harte
September 2009

ANNEXE

1. Agenda
2. List of Participants

8th Management Committee Meeting
COST Action E55
‘Modelling of the performance of timber structures’

University of Ljubljana, Faculty of Civil and Geodetic Engineering
Jamova 2, 1000 Ljubljana, Slovenia

Tuesday, 22nd September 2009, 16.00 – 16.30 hrs

Draft 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. Year Budget planning
6. STSM status, applications
7. Publications, annual report
8. Evaluations
9. Request for new members
10. Non-COST participations
11. Web news
12. Progress report of working groups
13. Long-term planning
14. Time and place of next meeting
15. AOB

8th Management Committee Meeting

COST Action E55

‘Modelling of the performance of timber structures’

**University of Ljubljana, Faculty of Civil and Geodetic Engineering
Jamova 2, 1000 Ljubljana, Slovenia**

Tuesday, 22nd September 2009, 16.00 – 16.30 hrs

List of Participants

Bogensperger, Thomas (AT)
Branco, Jorge (PT)
Brunner, Maurice (CH)
Cruz, Helena (PT)
Dias, Alfredo (PT)
Fink, Gerhard (CH)
Fragiacomo, Massimo (IT)
Harte, Annette (IE)
Jorissen, Andre (NL)
Kirkegaard, Poul (DK)
Koehler, Jochen (CH)
Kreutzinger, Heinrich (DE)
Malo, Kjell Arne (NO)
Pranckeviciene, Vilija (LT)
Srpcic, Jelena (SI)
Svensson, Staffan (DK)
Turk, Goran (SI)
Zhang, Binsheng (UK)