



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

**Draft Minutes of the 3rd Management  
Committee Meeting**

**Graz University of Technology, Room Hörsaal ISW, Inffeldgasse 25/F, 8010 Graz,  
Austria**  
**Tuesday, 15 May 2007, 14:30 – 16:00 hrs**

**1. Welcome to participants**

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

**2. Adoption of the agenda**

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

**3 Minutes of last meeting.**

The draft minutes of the 2nd Management Committee meeting held in Zurich on 2 February 2007 were adopted without amendment.

**4. Report from the Scientific Officer.**

On Mr. Siegel's behalf, the chairman then informed the meeting of a number of recent developments in the COST programme as well as the budget and status of the action.

***News from the COST Office***

The Chairman informed the delegates about numerous press releases as well as documents accessible at the Web-site of the COST Office ('News from COST': <http://www.cost.esf.org/>) in relation to the recent developments:

16/04/2007 Report of the President of the COST Committee of Senior  
Officials on the Triennium 2004 -2006

- 12/04/2007 Response to the first Open Call 2007
- 21/03/2007 Francesco Fedi confirmed President of COST for the next triennium
- 16/03/2007 COST participates in the farewell symposium to Professor Andersson
- 14/03/2007 COST information day in Serbia
- 27/02/2007 The EC-COST High Level Strategic Group meets for the second time
- 17/02/2007 COST in Sevilla
- 16/02/2007 Strengthening the COST and ESF synergy: “COST-ESF Frontiers of Science” and “COST-ESF Science Days”

***Status of Action***

COST Action E55 received CSO approval on 27 June 2006 and the Action entered into force on 12 October 2006. The first Management Committee Meeting was held in Brussels on 15 December 2006. The Action will finish on 14 December 2010.

The officers for the Action are:

- Chair:** Dr. Jochen Köhler
- Vice-Chair:** Dr. Annette Harte
- Rapporteur:** Prof. Petr Kuklik

Three working groups have been established:

<b>Working Group</b>	<b>Coordinator</b>	<b>Email-address</b>
WG1 System identification and exposures	Tomi Toratti	tomi.toratti@vtt.fi
WG2: Vulnerability of components	André Jorissen	a.jorissen@shr.nl
WG3: Robustness of systems	John Dalsgaard Sorensen	jds@civil.aau.dk

***Number of signatories***

So far, according to the files, 16 countries have joined COST Action E55: Belgium, Croatia, Denmark, Finland, France, Germany, Ireland, Italy, Netherlands, Norway, Portugal, Slovenia, Spain, Sweden, Switzerland and United Kingdom.

In addition, Austria and Lithuania have indicated their intention to sign.

***Budget Status, budget allocation process***

Budgets of €48,500 and €84,000 have been allocated to COST Action E55 for the budget years 2007 (1 January-30 June 2007) and 2008 (1 July – 30 June 2008), respectively. In the year 2007, all items have to be financed out of the Action Budget. Due to the transition to a new contract, no activities can be financed in the time period starting on 8 June 2007 until 15 September 2007.

In the budget years 2007 and 2008 all items (STSMs, Trainings Schools, Publications etc.) have to be financed out the Action Budget.

## **5. Year Budget Planning**

Planned spending for 2007 must be completed before the end of May 2007. The number of attendees budgeted for the Graz meeting is 50. As the actual attendance is 49, this means that all of the budget should be spent.

With the new contract between the European Commission and COST, it is hoped that there will be an increase in the 2008 budget of approx. 15% or €12,000.

## **6. STSM Status, Applications**

The Chairman explained the conditions under which STSMs operate. The STSMs have to be financed out of the Action budget. The maximum budget is €2500 per mission. Research outcomes from the visits are to be presented at a COST meeting. Applications are to be made initially to the Action chair. Decisions on the applications will be made by the Steering Committee comprising the Action chairs and the Working Group leaders.

## **7. Publications, annual report**

Copies of the Action folder were distributed to members during the Opening Seminar and Workshop.

The chair will write and send out a Monitoring Progress Report for 2006.

Tomi Toratti agreed to produce a publication relating to the activities of WG 1. This document will be placed on the website and can be updated as new information becomes available. This document will include the failure classification procedures to be adopted. In addition, it is the intention to produce co-authored papers for publication in journals and at international conferences such as WCTE08.

It is proposed to have two documents relating to the activities of WG 3. The first document will contain a pre-analysis of the current situation and the second will contain guidelines for robustness.

## **8. Evaluations**

The chair informed the meeting that the mid-term evaluation was cancelled and that the only evaluation will be the final evaluation.

## **9. Request for new members**

The meeting was informed that the period within which COST member states can join this Action without any conditions being imposed will expire on 27 June 2007. Any

request of a COST member state for accession to COST Action E55, which will be submitted after this date, will have to be approved by its MC.

The chair welcomed Prof. Antanas Baltrusaitas, the new management committee member from Lithuania, which had joined the action the previous week.

The meeting was informed that Peter Eleggaard will not be available to represent Denmark on WG 2 and it was proposed that Paul Henning Kirkegaard, AAU, be invited to act in his place.

## **10. Non-COST Participation**

There have been no applications to participate from non-COST institutions since the last management committee meeting.

## **11. Web News**

The Action web page ([www.cost-e55.ethz.ch](http://www.cost-e55.ethz.ch)), is being kept up-to-date by the chair.

## **12. Progress of Working Groups**

In relation to WG 3, JD Sorensen reported that there will be a number of presentations on robustness considerations at the next meeting. The aim is to develop guidelines dealing with (i) basic considerations, (ii) reliability based system considerations, and (iii) recommendations for practical design for robustness of timber structures.

The important issues on which WG 2 needs to focus will emerge from the findings of WGs 1 and 3. For the next meeting in Eindhoven, the topics to be considered are (i) stresses perpendicular to grain, (ii) moisture variations, and (iii) ductility. All management committee members were asked to suggest presentations for this meeting.

A lot of failure data from all over Europe has already been collected by WG 1. It is hoped that further data will be added. This data will be analysed in a systematic way. A future task for WG1 will be to examine the failure cases and determine the degree of robustness of those structures.

## **13. Long-term planning**

The possibility of establishing a Task Group to prepare a document on the assessment of failures including robustness was discussed. T Toratti agreed to make suggestions on a possible approach and a decision will be made at the next meeting.

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

Workshop No. 2 and the next Management Committee meeting will take place in Eindhoven on October 4<sup>th</sup> & 5<sup>th</sup> 2007, as already agreed.

The dates for the following two meetings are:  
13<sup>th</sup> & 14<sup>th</sup> March 2008

25<sup>th</sup> & 26<sup>th</sup> September 2008.

**15. Any Other Business:**

The committee approved a grant of €2000 to the Action chair in relation to approved overheads.

The chair informed the meeting of a recent decision of the CSO to approve a budget of €100,000 per annum to support the involvement of researchers from institutions in the Balkans and Europe's 'Near Neighbours' not already members of COST.

Due to a time constraint, it was agreed to defer a presentation by Prof. Baltrusaitas (LT) until the next Management Committee meeting.

*Annette Harte*  
*May 2007*

## ANNEXE

1. Agenda
2. List of Participants

**3<sup>rd</sup> Management Committee Meeting**  
**COST Action E55**  
**‘Modelling of the performance of timber structures’**

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**Austria**  
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**Draft Agenda**

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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

**3<sup>rd</sup> Management Committee Meeting  
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Austria**

**Tuesday, 15 May 2007, 14:30 – 16:00 hrs**

**List of Participants**

Aasheim, Erik (NO)  
Baltrusaitis, Antanas (LT)  
Blaas, Hans (DE)  
Bogensperger, Thomas (AT)  
Branco, Jorge (PT)  
Brunner, Maurice (CH)  
Castera, Patrick (FR)  
Geraldias Dias, Alfredo (PT)  
Dujic, Bruno (SI)  
Fruhwald, Eva (SE)  
Harte, Annette (IE)  
Jorissen, Andre (NL)  
Koehler, Jochen (CH)  
Kreuzinger, Heinrich (DE)  
Malo Kjell Arne (NO)  
Nevado, Miguel (ES)  
Racher, Patrick (FR)  
Rajcic, Vlatka (HR)  
Schickhofer, Gerhard (AT)  
Sorensen, John Dalsgaard (DK)  
Srpacic, Jelena (SI)  
Svensson, Staffan (DK)  
Steiger, Rene (CH)  
Toratti, Tomi (FI)  
Turk, Goran (SI)  
Zhang, Binsheng (UK)