



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

**Draft Minutes of the 6th Management
Committee Meeting**

**Faculty of Civil Engineering
Kačićeva Street Nr. 26
Zagreb, Croatia**

Friday, 26 September 2008, 14.00 – 15:00 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 5th meeting of the Management Committee held on Friday, 14th March 2008 at VTT Technical Research Centre of Finland, Espoo, Otaniemi, Finland were approved.

Referring to item 4 of the minutes, the chair informed the meeting that the issue of the appointment of a rapporteur to replace Prof. Petr Kuklik was raised with the COST office but no response has been received to date. Sylvia Liteanu was asked to convey to the COST executive the grave concerns of the management committee in relation to this most unsatisfactory situation. The excellent work undertaken by the members of COST E55 should be underpinned by regular evaluations but as yet none of our meetings have been attended by a rapporteur. Due to the new co-operation between COST E55 and TU0601, it will now be necessary to have two rapporteurs, one for the main action and one to act as a liaison between the two actions. Dr. Kohler is to write to the DC requesting that rapporteurs, preferably with an engineering background be appointed as a matter of urgency. Ms. Eva Esping, who is a member of the FPS domain committee, was suggested as a suitable person to fulfil one of these roles.

4. General Information from the COST Secretariat

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

5. Year budget planning

The budget year is from summer to summer. The present meeting and the spring meeting have to be funded from of overall budget of €98000. For the current meeting, it was planned to have 50 attendees at €640 per head or a budget of €32000. The actual attendance is about 40. For the spring meeting, it is planned to have 55 participants. This leaves some funds available for publications, STSMs or other activities.

6. STSM status, applications

Four STSMs have already taken place, three in 2007 and one in 2008. Two further applications for STSMs are planned. Bruno Dujic has indicated that he will be making an application. Vlatka Rajcic hopes to send her assistant from Zagreb to work with John D Sorensen in Aalborg on robustness. These applications will be distributed by e-mail and the assessments will be conducted also via e-mail.

7. Publication, annual report

The annual report is a rolling document that is updated each year with a progress report on the activities of the action and is sent to the COST office. This has been done by the Action Chair.

The Working Group 1 publication on failure assessment and failure template is almost complete. It just requires the merging of some documents. It is intended that this will be published as a report as it contains a substantial number of papers.

Our publication strategy for the WG2 and WG3 presentations should be to go for scientific papers in journals or conferences. A special session at the WCTE 2010 conference on timber engineering will be requested to the Conference coordinator, Prof. Ario Ceccotti. Abstracts are due in August 2009. Also a session at ECSA 2010 in Portugal is planned as discussed at previous management committee meetings.

8. Evaluation

In order to be evaluated, we need evaluator. We have not had an evaluation until now. The chair makes a presentation annually to a meeting of the domain committee about our cost action and this is the only form of assessment that has taken place.

9. Request for new members

There have been no requests from new countries to join the action.

10. Non COST participation

Prof Gramatikov informed the meeting in relation to a reciprocal agreement between COST and Australia/New Zealand. There is funding from the COST central budget to send a member of the COST action to Australia/New Zealand. This will not impact on the action budget. Researchers from Australia/New Zealand interested in participating in a COST activity will be funded by their national governments. Those interested in participating should apply immediately. Massimo Fragiaco and the chair will discuss this further, but anybody who has an idea about who to invite should send an email to the chair to communicate it.

The chair read an official letter from COST office outlining the legal basis for the co-operation between COST Action E55 and COST Action TU0601 Robustness of structures. The letter welcomed the initiative and congratulated both groups involved. The chair agreed to circulate an e-mail from Michael Faber in connection with the mode for co-operation. A joint core group having a fixed membership needs to be identified. The three members of COST E55 who are also members of TU0601 were appointed to the core group. These are: John D Sorensen, Goran Turk and Luis Canhoto Neves. Other members are welcome.

Prof Kiril Gramatikou has been appointed as co-rapporteur to co-operative action on behalf of the TUD domain.

11. Web news

The Action web page (www.cost-e55.ethz.ch) will be updated to include all of the documents used in the meeting and the extended minutes.

12. Progress Report of Working Groups

Joint presentations of the WGs took place over the two days of the meeting in addition to parallel sessions to discuss strategy so there was no need for further reporting.

13. Long term planning

A decision to present the results of the action to special sessions of conferences was made.

It was decided that the next meeting should follow the same format as the present meeting. A meeting of the Steering Group will take place to finalise the report on the Zagreb meeting and to organize the next meeting.

The possibility of extending the duration of the action was discussed. A one-year extension could be requested, but the COST office is against it unless it is really necessary. It is however possible to apply for an elongation of the action of 2-3 months duration at the end of the four year period to organize the final evaluation meeting and conference. We could aim to hold the final conference in spring 2011. The final conference will include participants presenting the results of the cost action and presentations from outside experts. Further details will be available for the next meeting.

14. Time and place of next meetings

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

<u>Winter 2008/9</u>	<u>Eindhoven, NL</u>	<u>9 January 2009</u>	<u>Steering Group</u>
Spring 2009	Trondheim, Norway	26-27 March 2009	Joint MC/WGs meeting
Autumn 2009	Ljubliana, Slovenia	22-24 Sept 2009	Joint MC/WGs meeting.
			This meeting is to dovetail with the TU0601 meeting scheduled for 21-22 Sep 2009. It is anticipated that there will be some joint sessions of the two actions.
Spring 2010	Venue TBD	11-12 March 2009	Joint MC/WGs meeting

15. Any Other Business

? GASG 2009 for the Chair

It was suggested that we send one person to the C24 Symposium in Malta next month in order to disseminate results of this action. The chair will contact them and see whether this is feasible.

Prof. Gramatikov expressed concern that the wood technology sector was getting weaker and weaker. We should start to give some consideration to what to do after this action.

Annette Harte, Massimo Fragiaco & Jochen Köhler
December 2008

ANNEXE

1. Agenda
2. List of Participants

6th Management Committee Meeting

COST Action E55

‘Modelling of the performance of timber structures’

**Faculty of Civil Engineering
Kačićeva Street Nr. 26
Zagreb, Croatia**

Friday, 26 September 2008, 14.00 – 15:30 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

6th Management Committee Meeting

**COST Action E55
'Modelling of the performance of timber structures'**

**Faculty of Civil Engineering
Kačićeva Street Nr. 26
Zagreb, Croatia**

Friday, 26 September 2008, 14.00 – 15:30 hrs

List of Participants

Baltrusaitis, Antanas (LT)
Brunner, Maurice (CH)
Chaplain, Myriam (FR)
Dias, Alfredo (PT)
Fragiacomo, Massimo (IT)
Gramatikou, Kiril (E55 TUD Co-rapporteur)
Harte, Annette (IE)
Jorissen, Andre (NL)
Koehler, Jochen (CH)
Kreuzinger, Heinrich (DE)
Malo, Kjell Arne (NO)
Neves, Luis Canhuto (PT)??
Picardo, Valez (IE)
Pranckeviciene, Vilija (LT)
Rajcic, Vlatka (HR)
Sorensen, John Dalsgaard (DK)
Srpcic, Jelena (SI)
Svensson, Staffan (DK)
Toratti, Tomi (FI)
Turk, Goran (SI)
Zhang, Binsheng (UK)

In attendance: Sylvia Liteanu, COST Office

