



**Report  
Management Committee Meeting**

**COST Action no. FP1302  
Action Title: WOOD MUSICK  
Venue Paris, Country France from 27 to 28 February 2014**



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1. Welcome to participants by the Chair of the Action FP-1302, Sandie Le Conte.
2. Adoption of agenda
  - 2.1. *general consensus.*
3. Approval of minutes and matters arising of last meeting
  - 3.1. *general consensus.*
4. Update from the Action Chair
  - 4.1. Status of Action, including participating countries
    - 4.1.1. *information about the approval of the International Partner Country from Japan (Tsukuba University), also regarding the participation in discussion and the mutual benefits of cooperation.*
  - 4.2. Action budget status
    - 4.2.1. *update of budget, proposed as maximum.*
    - 4.2.2. *information on the objective of having around 26 participants (currently 21)*
    - 4.2.3. *information on the calendar of the budget: 1<sup>st</sup> period from 1<sup>st</sup> January till end of November; remaining periods from 1<sup>st</sup> December till end of November.*
    - 4.2.4. *information regarding the non-transitory policy of the funding: the amount not spend during each period does not transit as an addition to the next period. It was recommended to use the budget in publications.*
  - 4.3. STSM status and new applications
    - 4.3.1. *investment on the STSM, with reference to point 5 of this agenda.*
5. Promotion of gender balance and of Early Stage Researchers (ESR)
  - 5.1. *reference to the importance of the gender and ESR balance in all the activities proposed by this COST-Action.*
6. Update from the Grant Holder
  - 6.1. *information regarding the acceptance of the new Grant Holder Cergy-Pontoise University, and the responsible administrative office:*  
 Claire Carapezzi  
 Chargée du montage, de la gestion et du suivi des projets recherche et valorisation  
 Université de CERGY-PONTOISE - Direction Recherche, Valorisation, Etudes Doctorales  
 Site des chênes - Jardin Tropical – Bureau 111  
 33 boulevard du Port - 95011 Cergy-Pontoise cedex  
[claire.carapezzi@u-cergy.fr](mailto:claire.carapezzi@u-cergy.fr)  
 Tel : 01 34 25 72 43  
 Nevertheless, Claire is not present but she is represented by R. Thomas, MC member and Cergy University representative.
  - 6.2. *Agreement to follow the COST regulations voted with an unanimous result regarding the issue presented by the Grant Holder institution about the presentation of receipts for the flat-rate expenses. Grant Holder representative confirmed to transmit the MC vote to GH decision maker in Cergy University.*
7. Update from the COST Office
  - 7.1. *presentation of the new COST Science Officer, Mrs. Fatima Bouchama.*



- 7.2. *structural change of the COST-office, related to the transfer to the EU program Horizon 2020.*
- 7.3. *information regarding the strengthening of transdisciplinarity in the new program, which is one of the objectives of the FP-1302. Invitation to participation to museums, makers and scientists, promoting cooperation. E Tempelman (NL) suggested to think from now how to answer to H2020 using our COST Network.*
- 8. Update from the DC Rapporteur
- 9. Annual Progress Conference.
  - Information about conference in Belgrad, with the participation of Sandie Le Conte for the presentation of this Action FP-1302 in front of the FPS domain and others chairs for evaluation.*
- 10. Follow-up of MoU objectives
  - 10.1. *promotion of contacts for different activities.*
- 11. Scientific planning
  - 11.1. Scientific strategy
    - 11.1.1. *synthesis of the working groups planning expected after meeting in Paris at least for the website.*
    - 11.1.2. *over-crossing participation of the working groups.*
    - 11.1.3. *promotion of general sessions for the knowledge of who is doing what in this Action and also focused thematic sessions with scientific detail and innovation.*
  - 11.2. Action Budget Planning
    - 11.2.1. *appreciation of the budget. Possibility to promote workshops with more participants, being 3000€ for each activity considered a too limited investment. Proposals for displacement of expenses, namely from the second conference (Cremona) or from the STSM, reducing the number of participants financed per country. Decision to changes may be processed through electronic voting after information is provided with more detail about the various actions and their participation objectives. The quorum of countries has to be of two thirds for the validation of the voting.*
  - 11.3. Long-term planning (including anticipated locations and dates of future activities)
    - 11.3.1. *workshop organised by Iris Brémaud and the University of Montpellier, which includes the participation of Japanese scientists and makers – proposed to be included in the COST Action activities, with the provision of further details.*
    - 11.3.2. *invitation to proposals for STSM, having in mind both gender balance and ESR participation.*
    - 11.3.3. *proposal for a training school of 3 days, for ap. 20 participants, at the Ljubliana University, Slovenia, around the 15<sup>th</sup> of June of 2015, with the presence of invited dendrochronologists and dendroanalysts together with makers of wood-instruments, working with provided instruments or objects brought by participants. This proposal had an unanimous positive voting from the MC.*



- 11.4. Dissemination planning (Publications and outreach activities)
  - 11.4.1. *Announce of the Website [www.woodmusick.org](http://www.woodmusick.org)*
  - 11.4.2. *Participation in meetings for disseminating of this Action, namely in Scandinavia (CIMCIM meeting) and the already mentioned meeting in Belgrad.*
  - 11.4.3. *Suggestion of dissemination of the individual work of each participant or groups, through the website and future publications.*
12. Requests for new members
13. Non-COST applications to the Actions
  - 13.1. *recognition of the importance to promote European collaborative research, namely with 'Joint Program Initiatives'.*
  - 13.2. *mention of the 'JPI Cultural Heritage Call' and collaborative participation from the members of this COST Action, and the importance of mentioning the benefit from the COST program in providing contacts and interchange.*
14. AOB
15. Location and date of next meeting
  - 15.1. *next general meeting planned to be held during the next Action FP-1302 Conference, in Cremona, 1-2 October of 2014.*
16. Summary of MC decisions
  - 16.1. *decision regarding reimbursement of meeting expenses to be taken after the consultation and update from Grant Holder.*
  - 16.2. *next congress and meetings will be held in Cremona, Italy, the 1<sup>st</sup> and 2<sup>nd</sup> of October of 2014.*
  - 16.3. *Training school about dendrochronologists and dendroanalysts in Slovenia in June 2015*
  - 16.4. *proposal of further workshop are welcome with information provided through email or the website.*
  - 16.5. *working groups strategic planning to be discussed during this meeting and updated information to be provided by each delegate.*
17. Closing

