

Uppsala, September 14, 2009

EFORWOOD IP Board meeting (41) – Minutes

Time: September 1, 2009, 13:00-14:30 (CET)

Place: Telephone conference

Invited

IP Board members:

Gero Becker (GB), M3	Present
Jean-Michel Carnus (JMC), M2	Present
Denis Mc Gowan (DMG), M6	Present
Carl Olsmats (CO), M5	-
Piotr Paschalis (PP), M0	-
Risto Päivinen (RP), M1	-
Kaj Rosén (KR), M0	Present, Chairman
Helena Wessman (HW), M4	Present until Item 9

Others:

Janine Fischbach (JF), M3	Present
Marcus Lindner (ML), M1	Present
Leif Nutto (LN), M3	Present
Gunilla Rodfors (GR), M0	Present, Secretary
Mikaël Poissonnet (MP), M2	Present

1.	Opening KR welcomed the participants to the 41st EFORWOOD IP Board meeting.	
2.	<p>Minutes from IP Board meeting (40)</p> <p><u>Item 3</u> ML reported that the matter of tying indicators to processes instead of to products is being taken care of by IFER now.</p> <p><u>Item 6</u> PP had promised to deliver a compiled list of promises made in the applications for EFORWOOD that would have to be answered in the final report. KR asked for the list.</p> <p><u>Item 8 and 9</u> The Item 8 text “Venue: PowerPoint for corridors’ display screens (check with venue people what will be the best layout for PowerPoint.” should be moved to Item 9 “Decisions”.</p> <p>The other Items had already been taken care of or are covered by Items on the current Agenda.</p>	<p>PP</p> <p>GR</p>
3.	<p>Present status concerning data collection and ToSIA analyses</p> <p><u>Update of present status and actions to be taken</u> ML reported that the EFI and IFER work proceeds, so that a functional ToSIA-tool will probably be available towards the end of this week incl. the 2005 set-up, all Case-studies and the possibility to compare data sets.</p>	


	<ul style="list-style-type: none"> - The Baden-Württemberg Case-study looks good. - The Scandinavian Case-study also looks good. There has been a temporary change in coordination with Staffan Berg replacing Erik Valinger during his leave for teaching. The solid wood data were submitted by VTT last week and it is now close to an evaluation of the results (conversion factors) so that they can be verified for the Final Conference. This is also true for the Baden-Württemberg Case-study. - Regarding the Iberian Case-study, there is no need to complete the results for the Final Conference; a partial model will be presented there by Beatrix Szirmay. - The European Case-study still has some problems to solve. It is not intended to be presented at the Final Conference. - At the Final Conference, both the MCA and CBA issues will be presented, separately from the ToSIA presentation but based on the ToSIA Baden-Württemberg Case-study results. <p>In conclusion the situation is more positive than feared by the Coordinator and he expressed great satisfaction with the work done.</p>	
4.	<p>Amendment No. 4 to the EFORWOOD Contract</p> <p>KR and GR reported that today the fourth Amendment to the Contract had been sent to the Commission with all its Annexes, including:</p> <ul style="list-style-type: none"> - Update of the budget in accordance with the decisions stated in Item 4 of IP Board minutes 39 and Item 4 plus Annex 1 of IP Board minutes 40. - The organisational change within Alterra (third party issue) presented by GR at a plenary meeting during the EFORWOOD Week in Freiburg. - The change of name of STFI-Packforsk AB to INNVENTIA AB, also presented by GR at a plenary meeting during the EFORWOOD Week in Freiburg. <p>An on-going merger of KCL and VTT and a likely move of InnovaWood from Dublin to Brussels will probably lead to a fifth, and hopefully final, Amendment to the EFORWOOD Contract.</p> <p>KR reported that, after the budget re-allocations had been reported to the partners, he had discovered a calculation error leading to a lack of 43.000 EUR, which should have been re-allocated to SLU. The solution to this was to lift some 0.2 % from every partner, a fairly small sum which could hopefully be accepted by all partners, in solidarity.</p> <p><u>The prolongation of the project</u></p> <p>ML asked whether the prolongation of the project had been officially announced. The prolongation was announced in IP Board minutes 39 (Item 5), see below. GR said it will be again in connection with the distribution of her instructions for the 4th annual reporting & final reporting, which is up-coming.</p> <p>“Project prolongation (from IPB 39)</p> <p>On May 20, a three months’ prolongation of the EFORWOOD project was approved by the Commission and was entered into the EFORWOOD Contract. This means that the project length will be 51 months in total.”</p> <p>Decisions:</p> <ul style="list-style-type: none"> - To accept the three months’ prolongation. As the time for making the “Publishable 	

	<p>Final Activity Report (full project duration)” has in addition been extended to 90 days after the end of the project (45 days extra), this will extend the reporting period to the end of April for this report, which will give the Coordinator and the Module-Leaders extra time to make a good “Publishable Final Activity Report” for the whole project period.</p> <ul style="list-style-type: none"> - To stick to the original planning (48 months’ project) regarding the technical project work, thus <u>to finish all technical project work by the end of October 2009</u>. - Each partner is entitled to claim eligible costs from the project budget until the end of January 2010, but only if this supports the completion of the final reporting. - The Audit Certificates that ALL partners must deliver for the Final Report must cover all activities starting from the end of the period covered by the last audit report up to the end of January 2010.” <p>Decision:</p> <ul style="list-style-type: none"> - The IP Board accepted the extra cut in payments to all partners. 	IPB
5.	<p>Final Report (“publishable”) <u>Discussion about format and content</u> KR thanked M2 and the Scandinavian Case-study for already having delivered drafts of their respective parts of the publishable final report.</p> <p>Decision:</p> <ul style="list-style-type: none"> - KR reminded the Module-leaders to deliver their texts to him according to schedule (before 15 Dec.) and asked the writing partners to stick to the suggested very short reports in order to make the presentation attractive to the intended target groups. 	KR, M-Leaders, partners
6.	<p>EFORWOOD Week in Uppsala <u>Focus and structure of the meeting</u> The comments by partners to KR’s new programme draft, which includes some more break-out sessions in response to partner wishes, again revealed the problem with parallel sessions: that partners cannot be on two spots at the same time.</p> <p><u>Participants</u> Current number of registered participants: so far 72.</p> <p>Decision:</p> <ul style="list-style-type: none"> - To stick to the Kaj’s suggested new programme. 	All KR, all
7.	<p>EFORWOOD Final Conference in Uppsala – current status <u>Evaluation meeting</u> KR reported that there is a room available for an evaluation meeting arranged by Arie Hooimeijer after lunch on Day 2.</p> <p><u>Conference publication</u> KR reported from yesterday’s meeting with the conference publication editorial committee (PP, KR, ML, GJN and DMG) that their work will be done after the Final Conference. The attendees to the conference are candidates to be asked as reviewers of articles for the European Journal of Forestry. The members of the editorial committee are asked to suggest 5-10 reviewers, divided into the four themes of the conference programme. The potential reviewers will be selected at the next conference publication meeting. The deadline for manuscripts – for oral or poster presentations - is Nov. 13, after which date each manuscript will be assigned reviewers.</p> <p><u>Participants</u> Current number of registered participants: so far 118. Break-even for the</p>	AH KR & editorial committee All

	conference budget would be 170.	
8.	<p>Post-EFORWOOD arrangements</p> <p>KR had prepared first draft “MoU” for the “ToSIA Management and User Group”, (TMUG) for discussion within the IP Board. They are based on the EFORWOOD Consortium Agreement but are so far only a brief description which must be further elaborated.</p> <p>ML said EFI is positive about this but they would like to prevent a situation leading to a heavy commitment as coordinator of TMUG.</p> <p>There was a discussion concerning the use by others of the EFORWOOD results incl. the database. For instance, should ToSIA be licensed to project-external users so as to let the EFORWOOD consortium keep the control over ToSIA and the database?</p> <p>Whether to discuss the MoU of TMUG to the EFORWOOD General Assembly was also discussed.</p> <p>Decisions:</p> <ul style="list-style-type: none"> - KR to come back with a second draft of the MoU before the EFORWOOD Week in Uppsala, KR having been given the mandate to send the first draft for further elaboration (but not into a heavy document) to Lennart Eriksson, who was engaged in drafting the Consortium Agreement of EFORWOOD. - The texts concerning how ToSIA, the database and the Portal can be used for the future and by whom must be strengthened and likewise those concerning the formation of a user group/user groups and when a further developed database is no longer an EFORWOOD database. The conditions for forming new projects based on EFORWOOD/ToSIA should also be described. - Comments to the second draft should be given to KR before the EFORWOOD Week in Uppsala. - KR to announce the TMUG set-up for discussion at the final plenary session of the EFORWOOD Week in Uppsala. - In accordance with the EFORWOOD Consortium Agreement paragraph, which says it must be decided 6 months before the end of the project who shall take responsibility for the EFORWOOD Portal after the end of the project, InnovaWood agreed to take on that responsibility for at least a year after the end of the EFORWOOD project. 	<p>KR</p> <p>KR</p> <p>KR, M-Leaders</p> <p>KR</p> <p>KR, InnovaWood</p>
9.	<p>General Assembly at the EFORWOOD Week?</p> <p>Decisions:</p> <ul style="list-style-type: none"> - It was decided not to include a General Assembly meeting in the last EFORWOOD Week programme. 	<p>IPB</p>
10.	<p>XXIII IUFRO World Congress, Seoul, August 2010</p> <p><u>EFORWOOD is responsible for organising Technical Session E-05.</u></p> <p>KR reported that the World Congress website is now open and it is possible to submit abstracts there until December 2009. Information about this will be advertised as well as a News Item on the EFORWOOD Portal by DMG.</p> <p>The organising committee consists of KR, Margarida Tomé and JMC.</p>	<p>DMG</p> <p>KR</p>

11.	Next IP Board meetings <i>Decided:</i> <ul style="list-style-type: none"> - September 21/22 (during the EFORWOOD Week in Uppsala, Sweden) - October 14 at 13:00 CET (telephone conf.) - December 14 between 10 and 16 hrs CET (physical meeting at Frankfurt Airport, Germany) - February 18, 2010, at 13:00 CET (telephone conf.) - March 25, 2010, at 13:00 CET (telephone conf. or dinner). 	KR GB, JF
10.	Any other business DMG reminded the IPB (Module leaders) about “the extra deliverable” that is supposed to be delivered at the EFORWOOD week dinner.	M-Leaders

Date as above.



Gunilla Rodfors



Kaj Rosén