

COST ACTION B28
“Array Technologies for BSL 3 and BSL 4 Pathogens”

MINUTES of the 4th Management Committee Meeting

22 April 2007 - Plovdiv - Bulgaria

1. Welcome

Patrick Butaye, the Chair of COST ACTION B28 welcomed the participants to the 4th Management Committee Meeting.

2. Adoption of the Agenda

The Draft Agenda was approved without changes.

3. Adoption of the Minutes of the 3rd MC – Antalya

The minutes were approved by all participants of the meeting.

4. Report of the Chair of Working Group 1

Jacques Schrenzel, the Chair of WG 1 expressed his satisfaction with research results within the working group. The MC took note.

5. Report of the Chair of the Working Group 2

Claude Muller, the Chair of WG 2 reported and the MC took note.

6. Report of the Chair of the Working Group 3

Jiri Stulik, the Chair of WG 3 expressed his satisfaction with the research results obtained within the working group. The MC took note.

7. Report of the Chair of the Working Group 4

Stefan Paniotov, the Chair of WG 4, reported. The WG4 meetings show a clear improvement year per year. The MC took note.

8. Report of the Chair of the Working Group 5

Mandy Elschner, the Chair of WG 5 mentioned that the group is organizing a Training School on “Use of Biosafety level 3 facilities” to take place in May 2007. The School was received with great enthusiasm by members and a large number of applications were received. However, the facilities for such training impose certain limitations to the number of students to be accommodated in the

course and a number of eligible students were not offered a position; due to the great response, a second School could be organized for next year with the same faculty and in the same facilities.

9. Annual report

At the end of January 2008, an Annual report on the COST ACTION B28 activities has to be prepared and subsequently sent to the COST Office around 5-10 February (the deadline will be communicated by the COST Office based on the agreed date for the DC meeting where the report must be presented by the Chair). Each WG Chair will send a report on his/her WG and the Chair will compile the report. The MC took note. WG chairs will collect reports from WG members. Those WG members who will not contribute to the reports will not be invited for the COST meetings. Approved by voting!

10. Discussion on the ever absent MC members

It was announced/proposed that Levente Bodrossy from Austria will be substituted by Tanja Kostic. Werner Rupitsch will be another MC member for Austria. The Netherlands has also announced changes in MC members. It was decided that all these changes/substitutions will be subject to approval by MC members on the forthcoming meetings. It was agreed that in voting a simple majority, i.e. votes of more than 50% of MC members will be sufficient to approve the proposed personal changes. Approved by voting!

11. Discussion on the acceptance of new members into COST Action B28

A new and fast procedure for acceptance of new members of countries that have signed the MoU has been discussed. It was advised to some WGs that were complaining on few participants that they actively look for new partners

New partners can contact whomever for acceptance. The potential new partner should submit a CV and a plan for participation into the COST Action. The partner then transfers the request to the Chair of the COST Action, who looks based on information what is the most appropriate WG for the new partner. The Chair contacts the Vice chair and WG chair and these three persons decide on the acceptance in unanimity. Then, the chair sends the new partner the result and if included, the WG chair adds the coordinates of the new partner in the website and communicated to the other partners. On the first meeting the new partner attends, he will present his team and the possibilities of his team in the project. The latter will facilitate collaborations.

As for countries that have not (yet) signed the MoU, they should follow COST rules for inclusion in the COST Action. They can be found on the COST web site. Both the Chair of the COST Action and COST may help to get through the procedure.

12. Operation of the COST B28 web site - <http://www.cost-b28.be/>

Despite small problems initially encountered, the web site is now fully functional and used by the members. The web master is Patrick Butaye, who has asked for the 2000 Euro grant provided by the COST Office for web site maintenance. The COST B28 site will remain on the CODA-CERVA-VAR webserver. The MC approved that the Chair be the recipient of this grant for 2007.

WG chairs have the responsibility for their area on the web site. The MC took note.

13. Organisation of the Training School 2007

The local organisers, Mandy Elschner and Manfred Weidmann reported on the preparations; all arrangements are according to plan and all information on the course will reach the COST office in the course of the next few days for approval. They stressed the great interest in the School and repeated that it would be beneficial to host another school next year as well.

14. Central database of the bacterial, fungal and viral strain collections of all COST**Action B28 members**

The Action has embarked on producing a database on the collection of bacterial, fungal and viral strains. All Action members are invited to fill in the template as this has been provided by Mandy Elschner, who has accepted to collect and compile such information. The MC took note.

15. The FP7 Health Work Programme: possibilities for collaborations

The members are invited to think of possible collaboration project with the aim to submit an FP7 proposal. Overall, the MC felt that this is a useful opportunity for the members of the Actions that they should capitalize on.

16. STSMs:current status.

Rudolf Toman reported. The whole procedure is fast and Brussels is also responding very fast to the applications. A small problem with an approved STSM with a student from RT lab who had to delay the execution of the mission due to pregnancy has been resolved. The MC took note.

17. Discussion on the programme of the Brussels meeting on June 7 and 8

The Action had been asked to present an updated report on their activities in the first half of 2007. A meeting has therefore been scheduled at the COST Office for June 7-8. The WG Chairs will attend and present their activities, the Science Officer will report to the DC. The MC took note.

18. Place and date of the next meeting

The next meeting will be held in Vienna in December 2007 (9-12 December). The local organiser will be Dr Tanja Kostic. The MC approved. For this meeting in Plovdiv, the MC approved that the local organisers are attributed 3000€ for the organisation costs. The meeting approved also the attribution of 3000€ for the local organisation of the Vienna meeting, provided the costs are proved.

19. AOB

The Action has decided to write/publish a booklet focusing on microarrays and all COST B28 members are encouraged to contribute to this booklet. The booklet will be printed and distributed through COST financial support.

South Africa has been accepted to participate in the COST Action B28.

20. Closure

The meeting adjourned at 14.00.

Plovdiv, 22 April 2007

Patrick BUTAYE
Chairman
COST ACTION B28

Kalliopi KOSTELIDOU
Science Officer
COST ACTION B28