

# COST CA20108

## Draft Minutes from Management committee meeting University of Latvia, Riga 26<sup>th</sup> September 2022

Meeting address: Jelgavas iela 1, 1004, Riga, Latvia; Academic Centre of University of Latvia, House of Nature, room 701 (HYBRID Meeting)

### 26<sup>th</sup> September 12:00 – 18:00h

For online participants

\*\*\*\*\*

Time: Sep 26<sup>th</sup>, 2022 11:30h (EEST, GMT+3)

Join Zoom Meeting

<https://us06web.zoom.us/j/82269605784?pwd=ODBpeXZadnk2NmJjRTBGR2RHTnlOdz09>

Meeting ID: 822 6960 5784

Passcode: 611637

#### 12:00-12:10h B. Lalic - Welcome and adaptation of Agenda

MC Chair opened the meeting and recognized there was no quorum for voting. Therefore, all voting from MCM3 is postponed to online voting procedure.

The participants agreed to proceed with the Agenda (Annex 1) suggested and distributed by the MC Chair.

MCM3D= Management Committee Decision. The list of suggested MC decisions is in Annex 2.

MCM3D1 The MC approves the Agenda in Annex 1

MCM3D2 The MC approves MC2 Minutes from Novi Sad general meeting

The participants recognized and suggest to the MC to approve following main activities done before the MCM3:

-The call for the STSMs and conference grant was organized and one STSM and one conference grant were approved and performed

-One conference grant

-The Actions` logo was approved by on-line voting and is in use

-The training school was successfully organized in Volos, GR on 26-30 June 2022

-The Actions` web site was developed and is in use

-The basic structure of the KSP was prepared and the further development is going on.

MCM3D3 The MC recognizes and approves the activities done before MCM3 suggested by the participants to the MCM3

# COST CA20108

## **12:10-12:30h** M. Roantree – WG2 Overview of activities and future plans

The WG2 chair M. Roantree presented an update from the Workshop in Bern (May 2022) and the WG2 Zoom meeting on 19th September 2022. The agreed metadata specification for the KSP was presented (Network, Site & Sensor metadata) which included a discussion on the uploading of bulk data. The meeting concluded with a rollout plan for the KSP. In further discussion Mark Roantree, focused on KSP development and rollout. It also included a demonstration of KSP V1.0 by the developer, Michael Scriney. The first rollout version will use Zenodo (an open access digital platform) in test mode and a list of volunteer testers was set for testing KSP 1.0.

[WG2 activities](#)

## **12:30-12:50h** M. Petric – SC Overview of activities and future plans

Science communication coordinator Mina Petric summarised the activities in making linkages within and also out of the Action. First public announcement was done by chair of the Action by making a press release in March 2022. The basic information about the Action is concentrated on the Actions` web site (<https://www.fairness-ca20108.eu/>). Further linkage will be done via Facebook. Further science communication activities will focus on following:

- Sharing results with neighbouring communities, internal and external stakeholders
- Sharing knowledge with specific target groups, industry, standardization bodies etc.
- Building new connections within and outside FAIRNESS-COST
- Providing advice on public policies and influence the decision making process
- Educate and inform

[SC activities presentation](#)

**12:50-13:30h** dr Nina Nikolova (Bulgaria), dr Julian Szymanski (Poland), dr Bruna Oliveira (Portugal), dr Jorge BATLLE-SALES (Spain), Dr Panos Hadjinicolaou (Cyprus), Dr. Christina Oikonomou (Cyprus)

Above mentioned new Action members made their self-introduction giving their status and their plans to integrate their activities into different working plans of the Action. All of them represent their countries in the MC.

## **13:30-15:00h** Lunch time

## **15:00-15:20h** S. Savic – WG1 Overview of activities and future plans

WG1 covers the starting activities of the Action. Four online WG1 meetings and one hybrid WG1[WG2 meeting were already organized and WG1 also participates on the KSP preparation regarding the composition of the metadata set. Two deliverables were already finished - in January 2022 (Micrometeorological networks survey in Europe) and in April 2022 (Pan-European list of experts and stakeholders). The description of Urban and rural micrometeorological networks across the

# COST CA20108

Europe as well as Novi Sad Urban Network (NSUNET) were presented by the WG1 chair Stevan Savic.

[WG1 activities](#) and [NUNSET presentation](#)

**15:20-15:40h** F. Altobelli – WG3 Overview of activities and future plans

WG3 set up a dissemination and application action plan which is using standard dissemination tools but includes also one of Actions` main product KSP. The core point of the communication and dissemination strategy is to maximize impact beyond the lifetime of the project. The plan stands on five pillars:

Goal 1: raising awareness, interest and informing the various stakeholders and the general public on the project results and proposed approaches for soil improvement through farming.

Goal 2: raising awareness, interest and information among the stakeholders and general public on the project results considering the available and quality proven micrometeorological urban data and their usage for urban adaptation plans and nature-based solutions.

Goal 3: engaging in a dialogue with stakeholders to foster exploitation opportunities for further research and for upscaling of the FAIRNESS results.

Goal 4: knowledge transfer among the partners on specific methodologies and applications.

Goal 5: foster the acceptance of sustainable meteorological and agrometeorological urban and farming strategies identified by FAIRNESS and their potential impact on the urban and rural environment and yield production.

The dissemination pathways which will be activated during the FAIRNESS project include scientific journals, conference events and media. Further details to the dissemination and application plan are included in following presentation:

[WG3 activities presentation](#)

**15:40-16:00h** B. Bechtel – WG4 Overview of activities and future plans

Next important step in Guideline design is the expert meeting planned for February 2023 in Vienna. Prof. Foken and prof. Eitzinger will organize a meeting to develop detailed content, structure, and time table of realization.

**16:00-16:30 h** J. Eitzinger – SS1 report

The Training school took place in Volos, GR on 26-30 June 2022. Call for the participation to the TS was issued in 2 rounds, 25 students out of 64 applicants were selected. The general topic “Homogenization of the micrometeorological station networks data” was subdivided into 5 subtopics:

1. Introduction to calculus of micrometeorological data.
2. Measurement methodologies (e.g. AWSs, low-cost sensors, mobile measurements, satellite measurements) for micrometeorological applications.
3. Set up of micrometeorological measurements (selection of location, instrument installation and calibration) for agrometeorological, forestry and urban applications.
4. Different approaches to quality control and data gap filling of micrometeorological data.

# COST CA20108

5. From field to people: FAIR data for agrometeorological, forestry and urban applications. The lectures provided by 13 trainers were organized in two blocs - lectures of theory vs. practical exercises. After the training school a questionnaire mapping the students` feedback was organized.

Further information about the Training school can be found at:

<https://www.fairness-ca20108.eu/summer-school-volos/>

**16:30-17:00h** Coffee break

**17:00-17:20h** G.-J. Steneveld STSM and Grants Overview of activities, rules of application. The STSM and ITC grant activities started by setting up a call in 2 rounds in 2022. One STSM and one conference grant were approved and realized within the 1<sup>st</sup> Grant period. 2<sup>nd</sup> STSM and ITC conference grant call is planned in 3 rounds in the 2<sup>nd</sup> Grant period.

Applications Round	Deadline for applications	Notification of applicants until	STSM Start Date
Round 1	01/11/2022	15/11/2022	01/12/2022-31/01/2023
Round 2	01/02/2023	15/02/2023	01/03/2023-30/04/2023
Round 3	30/06/2023	15/07/2023	01/08/2023-30/09/2023

MCM3D4 The MC approves the plan for the 2<sup>nd</sup> STSM and ITC conference grant call

Further description of STSM rules and time schedules is in enclosed presentation:

[STSM and ITC conference call](#)

**17:20-17:40h** P. Nejedlik – Report on GP1 and presentation of WBP2 budget plan draft

GH contract provisions

Earth Science institute v.v.i. of Slovak Academy of Science is serving as the Grand holder for CA20108.

1<sup>st</sup> period contract was signed for the period start on 01/11/2021 and end on 31/10/2022. The budget plan was set for 108695€ for science expenditure. Due to the covid pandemic the budget plan was not realized in all details. Nevertheless, it looks almost all budget allocated for science expenditure will be exhausted. Following activities were covered so far:

-General meeting in Novi Sad, RS: 21255.74€

# COST CA20108

- WG1+WG2 joint meeting in Bern, CH: 6193.3€
  - Training school in Volos, GR: 51386.07€
  - WG1 meeting and Agroecoinfo conference participation in Volos, GR: 7313.52€
  - One STSM: 1850€
  - One conference grant: 1100€
- 89058.63€ was spent in total before the MCM3 in Riga, LV.

The rest of the budget will be spent for the WBP planned activities – MCM3 and web site building.

The science expenditure budget for the 2<sup>nd</sup> period start on 01/11/2022 and end on 31/10/2023 allocated by the COST Office will be 114000€.

Following draft budget plan is suggested for the 2<sup>nd</sup> period:

<b>CA20108 total science budget plan for the period 1/11/2022-31/10/2023: 114000€</b>				
<b>In person events</b>	<b>Place</b>	<b>Date</b>	<b>Participants</b>	<b>Cost€</b>
WG4 meeting	Vienna	February	4	2500
MCM4+Workshop?	Smolenice, SK	16-18.4.2023	30 to 32	40000
MCM5+Workshop	Roma	2days	10 to 12	11300
CG/WG/Ad hoc	???	2days	9 to 11	9500
Training school	??? June/July	5days	20 to 23	34400
STSM			3	5500
Dissemination			Video+	3500
Grants (conferences)			2	2000
KSP				4000
WEB site				300
Bank fee				1000
				<b>114000</b>

All meetings will be organized in hybrid mode.

MCM3D5 The MC approves the budget plan for the 2<sup>nd</sup> Grant period

**17:40-18:00h** WBP2 discussion (potentially some presentations will be shorter and we will have more time to discuss WBP2)

The preliminary points of the WBP were discussed, the next general meeting in particular. The budget does not allow to organize the meeting for all participants to the Action. Therefore, one MC member from each participating country plus 2-3 experts are suggested to participate to the next General meeting. The meeting will be held in Smolenice, SK on 16-18 April 2023.

MCM3D6 The MC approves the organization of the next General meeting in Smolenice, SK on 16-18 April 2023 for one MC member from each participating country plus 2-3 experts.

# COST CA20108

## Annex 1 Draft Agenda

Draft Agenda  
3<sup>rd</sup> Management Committee meeting  
University of Latvia, Riga  
26-28 September 2022

MEETING ADDRESS: Jelgavas iela 1, 1004, Riga, Latvia; Academic Centre of University of Latvia, House of Nature, room 701 (HYBRID Meeting)

---

### Monday, 26<sup>th</sup> September

**12:00 – 18:00h**

Management Committee Meeting - MCM

For online participants

\*\*\*\*\*

Time: Sep 26<sup>th</sup>, 2022 11:30h (EEST, GMT+3)

Join Zoom Meeting

<https://us06web.zoom.us/j/82269605784?pwd=ODBpeXZadnk2NmJjRTBGR2RHTnlOdz09>

Meeting ID: 822 6960 5784

Passcode: 611637

**12:00-12:10h** B. Lalic - Welcome and adaptation of Agenda

**12:10-12:30h** M. Roantree – WG2 Overview of activities and future plans

**12:30-12:50h** M. Petric – SC Overview of activities and future plans

**12:50-13:30h** dr Nina Nikolova (Bulgaria), dr Julian Szymanski (Poland), dr Bruna Oliveira (Portugal), dr Jorge BATLLE-SALES (Spain), Dr Panos Hadjinicolaou (Cyprus), Dr. Christina Oikonomou (Cyprus)

**13:30-15:00h** Lunch time

**15:00-15:20h** S. Savic – WG1 Overview of activities and future plans

**15:20-15:40h** F. Altobelli – WG3 Overview of activities and future plans

**15:40-16:00h** B. Bechtel – WG4 Overview of activities and future plans

**16:00-16:30 h** J. Eitzinger – SS1 report

**16:30-17:00h** Coffee break

**17:00-17:20h** G.-J. Steneveld STSM and Grants Overview of activities, rules of application.

**17:20-17:40h** P. Nejedlik – Report on GP1 and presentation of WBP2 draft

**17:40-18:00h** WBP2 discussion (potentially some presentations will be shorter and we will have more time to discuss WBP2)

# COST CA20108

## **Annex 2 The MC Decisions**

MCM3D1 The MC approves the Agenda in Annex 1

MCM3D2 The MC approves MC2 Minutes from Novi Sad general meeting

MCM3D3 The MC recognizes and approves the activities done before MCM3 suggested by the participants to the MCM3

MCM3D4 The MC approves the plan for the 2<sup>nd</sup> STSM and ITC conference grant call

MCM3D5 The MC approves the budget plan for the 2<sup>nd</sup> Grant period

MCM3D6 The MC approves the organization of the next General meeting in Smolenice, SK on 16-18 April 2023 for one MC member from each participating country plus 2-3 experts.