



**COST ACTION E48
The Limits of Paper Recycling**

**Minutes of the 2nd Meeting of the
Management Committee**

**Hotel De Zoete Inval
Haarlemmerstraatweg 183
2065 AE Haarlemmerliede, The Netherlands
Thursday, 30st June 2005 at 11:00 – 12:00 hrs
Friday, 1st July 2005 12:30 – 13:30 hrs**

Attendance list

Stanka Nedeva, Bulgaria
F.Julien-Saint-Amand, France
Harald Grossmann, Germany
Giorgio Capretti, Italy
Dariusz Asendrych, Poland

Isko Kajanto, Finland
Alain Cochaux, France
Silvia Biro, Hungary
Lubova Belkova, Latvia
Angeles Blanco, Spain

Juha Saari, Finland
Alf-Mathias Strunz, Germany
Piroska Karoly, Hungary
Arie Hooimeijer, The Netherlands
Anna Jacobs, Sweden

1. Opening of the meeting

Mr. Levlin opened the Management Committee meeting of COST Action E48 and welcomes the participants. The aim of the meeting is the mutual introduction of all participants, the organisation of the work within the working groups (WG) and the preparation of the programmes of the next meeting.

The list of participants was reviewed (s. also item 4)

2. Adoption of the agenda

The agenda was approved without any amendment.

3. Minutes of the last meeting

The minutes of the 1st MC Meeting were approved. The most relevant aspects of that meeting were summarised by Mr Levlin.

4. Administrative structure of the Action

The elected leaders of the Action, who also form the Steering Committee, are:

Action Chairman:	Jan-Erik Levlin
Vice-chairman:	Harald Grossmann
Chairman WG1:	Angeles Blanco
Chairman WG2:	François Julien-Saint-Amand
Chairman WG3:	Arie Hooimeijer

The meeting was attended by 34 participants from 13 countries. Sweden is not yet officially a member but will participate in the future. Countries which have expressed their interest in joining the Action are: Austria, Croatia; Greece, Norway, Portugal, Romania, Slovakia and Slovenia.

A. Blanco will contact Coimbra University as well as Greece organisations. V. Morin will contact Austria (in the meantime it has been agreed that H. Grossmann assumes this task). A. Jacobs will contact FPI, Norway. J.-E. Levlin will write a letter to the National COST representative of those countries.

The possibility of having a secretariat is still an open question.

STSM procedures are described. Further details are given on COST web page. The steering committee will evaluate the proposals.

It is also felt that a brochure describing the Action should be prepared.

The chairman reminds the members of the MC that the role of a MC member is to control and review the work of an Action and to make sure that the work done is in accordance with the MoU. MC members are official representatives of their countries. The WG members represent their organisation.

5. Report from the COST secretariat

G. Siegel, Scientific Officer for the COST Domain on Forestry and Forest Products and responsible of COST Action E48 summarised the COST up-dated information which are also included in Annex 1. Mr Siegel touches the following items:

- Rules and procedures for implementing COST Actions
- Financing of COST activities: courses, workshops, publications,
- The Standard Rules of Procedure for Management Committees for COST
- Memorandum of Understanding of COST E48
- Annual Grant Scheme
- Suggestion of looking for other financing instruments
- Countries can join until November 2005. After that time the participation of any new country has to be approved by the MC.
- Participation of non-COST countries should be approved by MCM.
- Year Budget Planning. The costs for 2005 are estimated as follows:

1st MCM in Brussels (12 experts)

2nd MCM+WG in The Netherlands (34 experts)

3rd MCM November in Brussels (35 experts)

2 representatives per country are reimbursed per WG. MC members are supposed to participate in WGs. The average travel expenses per participant are in the range between 800-900 €

The Action's budget for 2006 will be approximately 65.000 €

6. STSM STATUS, APPLICATIONS

There is no general budget for STSMs in COST for this year. However, STSMs might be also funded by the Action's budget. The duration of a STSM varies between 1 week and 3 months. The maximum budget is 2.500 € no matter how high the expenses are. At this moment, it is not known if a general STSM budget will be available for next year.

No applications have been presented in E48 so far.

7. Presentation of the Action

H. Grossmann summarises the background as well as the objectives of the Action based on the MoU. The charts he used in this presentation are attached to the minutes (annex 1).

8. Presentation of country/organisation reports

Each organisation presented its activities and expectations within the Action according to the template which had been developed by H. Grossmann. These presentations will soon be available on the Action's web-page.

9. Working programmes of the WGs

The chairpersons of the three working groups (H. Grossmann substitutes A. Blanco for WG1) present the results of their individual meeting on the work programme and the programme for the next meeting. The results presented are contained in the respective minutes which are attached to these minutes as annexes 2, 3 and 4.

10. Invited speaker's presentation

H. Vermeulen, head of the CEPI recycling commission gives a presentation on CEPI's point of view with respect to the limits of paper recycling. He reports that most European countries are still far below a maximum recovery rate like the one which has been achieved in Japan (80 %). Based on the current situation an additional 15 to 20 Mt of paper could be recovered within Europe if a recovery rate of 80 % would be reached in all CEPI countries.

Mr Levlin thanks Mr Vermeulen for his report and for sharing CEPI's views with the Actions members.

11. Action's web-page

H. Grossmann presents a first draft of the Action's web-page. It will be completed within the next weeks. He will inform all participants once the web-page is in operation. It will provide information in the following areas:

12. Long-term planning

Autumn meeting 2005 see item 13.

On invitation of G. Capretti the spring meeting 2006 of the MC and all WGs will be held in Milano, Italy. Mr. Capretti suggest late April. Decision will be taken at the next MC meeting.

On suggestion of A. Blanco it is discussed to hold the autumn meeting in December 2006 in Puerto de la Cruz (Canaries) in conjunction with a major national event. As there might be some reluctance towards this venue from the COST office, H. Grossmann will check if such a decision would be accepted by the COST organisation.

13. Time and place of next meeting

The members agree that the autumn meeting of the MC should take place on the 28 and 29 November 2005 during CEPI's paper week in Brussels. H. Gossmann will contact G. Siegel in order to organize meetings rooms, A. Hooimeijer will do the same with CEPI (offices or Sheraton Hotel, which is the venue of the CEPI meeting). It is planned to have meetings of the MC as well as all WGs. In case WG3 feels it appropriate to have its meeting on the occasion of a recycling conference organised by CEPI earlier in November there will be only meetings of WGs 1 and 2. The decision will be made by A. Hooimeijer in due time.

14. AOB

The discussion of the Action's publication strategy is postponed to the next meetings.

15. Closing the meeting

In closing the meeting at 14.00 hrs, Action Chair J.-E. Levlin thanked all participants for their active participation.

List of activities

Contact Portuguese and Greece Organisations
 Contact Austria
 Contact Norway
 Letter to National COST representatives
 Completion of the Web-page
 Puerto de la Cruz as venue for autumn meeting 2006

1	Home
2	The MoU
3	The organisation
4	List of members
5	Management Committee
	▪ 5.1 General information
	▪ 5.2 Agendas and minutes
6	Working Groups
	• 6.1 WG1
	▪ 6.1.1 General information
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	▪ 6.2.1 General information
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7	Conferences & Workshops
8	Publications
9	STSMs
10	FAQs
11	Links

A. Blanco
 H. Grossmann
 A. Jacobson
 J.E. Levlin
 H. Grossmann
 H. Grossmann