

Minutes of the Management Committee Meeting of the COST Action

CA18202 - Network for Equilibria and Chemical Thermodynamics Advanced Research

online: <https://cost-eu.zoom.us/j/82011324368?pwd=NXBPQU11TFNBVklOTnBkZVJIS1BVdz09>,
online

February 5, 2021 14:30 CET

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ACTION Status at date:

- Action parties: 29 COST countries
- CSO approval: 04/06/2019
- Start date: 02/10/2019



i. Agenda and Materials

The MC meeting agenda is in Annex 1. The MC meeting was organised by AC to take some necessary decisions and to adopt, if agreed, indications coming from previous CG meeting (held online on Oct 2nd, 2020, minutes in Annex 2).

ii. Participants and Hosting Team

Meeting was hosted online on Zoom platform. Participants are listed in attendance list (attached online by AO who was present at meeting).

iii. Pre-requisites for the Decision Making

During the meeting, the participants acknowledged and agreed to comply with the Rules of Procedure for the MC from Annex I COST Action Management, Monitoring and Final Assessment (COST 134/14: http://www.cost.eu/download/COST_Action_Management_Monitoring_and_Final_Assessment).

Before any decision was taken, the Action Chair (AC) verified that the minimum of 2/3 of the parties present, the necessary quorum was achieved allowing the MC meeting to officially take place in accordance with Article 9 of the Rules of Procedure for the MC (see http://www.cost.eu/download/COST_Action_Management_Monitoring_and_Final_Assessment).

1) Welcome to Participants

MC meeting started on time. The AC (Demetrio Milea) welcomed the participants who connected online at link sent together with agenda and invitation.

2) Verification of the presence of two-thirds of the Participating COST Countries or, if applicable, a quorum

According to Pre-requisites of point iii., 29 Member Countries (and 2 MC Observers from NNC) are parties of the Action. Quorum is represented by 19 Members

Member	Member	Member
Austria (AT)	France (FR)	North Macedonia (MK)
Belgium (BE)	Germany (DE)	Poland (PL)
Bosnia and Herzegovina (BA)	Greece (EL)	Portugal (PT)
Bulgaria (BG)	Hungary (HU)	Romania (RO)
Croatia (HR)	Iceland (IS)	Serbia (RS)
Czech Republic (CZ)	Ireland (IE)	Slovakia (SK)
Denmark (DK)	Italy (IT)	Slovenia (SI)
Estonia (EE)	Lithuania (LT)	Spain (ES)
Finland (FI)	Malta (MT)	Switzerland (CH)
	Moldova (MD)	Turkey (TR)

P = Present; A = Absent

Members present were: 25

Members absent were: 4 plus the 2 NNC representatives.

AC announced that quorum was reached and declared that MC Meeting could officially take place and that all votes and decisions taken were valid.

3) Adoption of Agenda

AC readed the Agenda, previously sent by email to all MC Members.

AC launched the vote for the Adoption of Agenda.

Agenda was unanimously adopted.

4) Approval of minutes and matters rising of last meeting

AC remembered participants that last meeting minutes were approved by e-vote.

Any matter was bringing to discussing by any of the participants.

5) Actual GP2 situation of the Action

AC informed participants about:

- Action start, end and Grant Periods (GPs): Action started on Oct 2nd, 2019 and will end on Oct 1st, 2023, originally divided in 5 Grant Periods (GP1: Oct 2nd 2019 – April 30th 2020; GP2: May 1st 2020 – April 30th 2021; GP3: May 1st 2021 – April 30th 2022; GP4: May 1st 2022 – April 30th 2023; GP5: May 1st 2023 – Oct 1st 2023).
- Due to pandemics, actual GP2 will end on October 31st, 2022.
- Participating members: Action grew in terms of new participants since last MC meeting of March 6th, 2020 held in Belgrade (RS) (29 COST countries + 2NNC members at the date of this meeting vs the 24 members + 2 NNC registered in occasion of last MC).
- It was agreed that all MC members should have a more active role contacting and inviting people working in the topic of NECTAR from Member Countries still not present in the Action, aiming at the expansion of the network.
- According to last evote launched on Oct 8th 2020 after CG meeting of Oct 2nd (minutes in Annex 2), WBP for GP2 was modified and approved.
- An AC meeting is planned on Feb 9th, 2020, in which SO will communicate latest news about COST decisions in relation to COVID19 pandemics. It was anticipated by SO to AC that there will be some actions aiming at attempting to refund people who could not attend to Belgrade meeting due to pandemics, as well as the possibility to apply for a topup of actual budget for GP2. AC will inform MC about main info and will eventually launch evotes if any decision will need to be taken by MC.

6) Meetings and other networking activities for GP2

AC informed participants about:

- COVID19 has changed the expectations of networking activities for GP2, so that WBP has been changed accordingly.
- Extra STSMs have been planned and new calls will be launched soon.
- The TS, in the form it was originally planned, has been deleted, hoping to be able to organize something online.
- ITC Grants will be promoted again
- Further budget has been allocated to dissemination activities

- 2nd NECTAR meeting (MC/CG/WG/Dissemination) originally planned to be held in presence in Faro (PT) on March 5th and 6th 2021 cannot be held in actual form.

On this basis AC proposed MC to postpone 2nd NECTAR meeting (MC/CG/WG/Dissemination) from March to end August / earl September, and, to facilitate trips, he proposed to move from Faro to Lisbon, keeping the organization of the event to Portugal. AC finally proposed to exploit period originally planned for 2nd NECTAR meeting (i.e., March 5th and 6th 2021) for the organization of a Virtual meeting (MC/CG/WG/Dissemination) managed by WG5 leader.

AC launched the vote concerning the above-proposed changes of activities. **MC unanimously approved all AC proposals, but scheduling Virtual Meeting on next March 25th and 26th, 2021 instead of previous dates (March 5th and 6th 2021).**

Meeting details will be communicated during next MC meeting.

7) Eventual budget changes

AC informed participants about budget changes approved by MC according to evote launched on Oct 8th 2020 after CG meeting of Oct 2nd (minutes in Annex 2).

AC communicated participants that he will inform MC as soon as he will have info from AC meeting concerning topup requests.

AC asked MC to give him full mandate make a proposal to submit to SO and COST Association to negotiate the top-up request. AC communicated that the proposal should be, in any case, approved by MC. **MC unanimously approved.**

8) AOB

No other point was found to be relevant to be further discussed.

9) Summary of MC decisions

From the 29 COST countries parties of the Action (on the 5th February 2021), 24 were present and represented by their corresponding MC members. 4 were not present.

The following decisions were taken:

- **Decision 1:** 2nd NECTAR meeting (MC/CG/WG/Dissemination) will be postponed from March to end August / earl September, and will be held in Lisbon.
- **Decision 2:** A Virtual meeting will be organized next March 25th and 26th 2021 by WG5 Leader.
- **Decision 3:** MC gave AC full mandate make a proposal to submit to SO and COST Association to negotiate the topup request.

10) Closing

In conclusion, AC thanked all people present for their active participation to the meeting, acknowledging the excellent work done by everybody.

Meeting was officially closed.

List of Annexes

- Annex 1 – Agenda
- Annex 2 – Minutes of CG meeting of Oct 2nd, 2020

Minutes prepared by:

- *Action Chair*
- *Action Vice-Chair*

ANNEX 1- AGENDA

COST Action CA18202

Action Title: Network for Equilibria and Chemical Thermodynamics Advanced Research

Draft Agenda

Management Committee Meeting

**online: <https://cost-eu.zoom.us/j/82011324368?pwd=NXPQU11TFNBVkiOTnBkZVJIS1BVdz09>,
online, Italy**

February 5, 2021 14:30

1. Welcome to participants
2. Verification of the presence of two-thirds of the Participating COST Countries or, if applicable, a quorum
3. Adoption of agenda
4. Approval of minutes and matters arising of last meeting
5. Actual GP2 situation of the Action
6. Meetings and other networking Activities for GP2
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ANNEX 2- MINUTES OF CG MEETING

CA18202 NECTAR Core Group Meeting

Minutes

02 Oct 2020

The meeting started at the schedule time.

Present:

Action Chair, Demetrio Milea
Action Vice Chair, Sofia Gama
STSM Coordinator, Matteo Tegoni
SCM (Science Communication Manager),
Elzbieta Gumienna-Kontecka
ITM (Industry Transfer Manager), Oreste Todini
(P&G)
ITC Conference Grant Coordinator, Emel Yildiz
WG1, Montserrat Filella, Olga Iranzo
WG2, Petr Herman, Amelia Santos
WG3, Slobodan Gadzuric, Arunas Ramanavicius
WG4, Aleksandar Cvetkovski
WG5, Isabel Cavaco, Natalia Busto

Absent:

TSC (Training Schools Coordinator),
Enrique Garcia-Espana
EOM (Equal Opportunities Manager),
Eva Anna Enyedý
WG4 co-leader, Winfried Plass

1- Actual GP2 situation of the Action

The Action Chair reported the last news from COST Association: delay on the payment of the first 50% budget for GP2 and intensive encouraging on the realization of web activities. Fast check on the stage of the Grant Agreement Period Goals (GAPG) described on "Work And Budget Plan CA18202 Grant Agreement Period 2 01/05/2020 to 30/04/2021".

- GAPG1 – Ok (Social media +/- active)
- GAPG2 – Ok (Accomplished)
- GAPG3 – Ok (work in progress)
- GAPG4 – Work in progress (WG1)
- GAPG5 – Work in progress (WG2)
- GAPG6 – No news in the beginning of the meeting
- GAPG7 – No news in the beginning of the meeting
- GAPG8 – Eventual organization of a Web Training School
- GAPG9 – Work in progress (WG1)

2- WGs leaders/co-leaders: Brief report (5-10 min) on news for respective WGs

- a. Ongoing activities
- b. Planned short term activities (GP2)
- c. Deliverables

WG1 – Compilation of hydrolysis products of relevant elements. Also evaluation of literature on low valence elements, in particular, Cu^I. A lot of data collected and some manuscripts planned. Regular monthly meetings on Zoom, since March.

WG2 – From the 3 original "tasks" defined in Belgrade:

Task 1, Macrocycles: the standard procedures for the study of macrocycles are defined. The next step will be the experimental validation of the methods by different research groups.

Task 2, DNA: validation of different software/computation setups by the use of the same data by different research groups evaluating the results obtained. Not many options for validation of experimental procedures.

Task 3, Peptides: nothing seems to be going on... the responsible for this Task (Katalin Várnagy) is being silent to Petr's emails.

Recommendations:

To realize soon a web WG meeting.
Better communication between WG2 members.

WG3 – Several studies were done relative to the synthesis of new ionic liquids, and weak interaction studies, in particular involving pharmaceutical compounds. Several publications just accepted on the mentioned topics. STSM approved on WG3 topics.

Recommendations:

To realize soon a web WG meeting.
Creation of eventual Task Groups
Better communication between WG3 and CG and other WGs.

WG4 – No particular news.

The necessity to create a Task Group (TG) specifically dedicated to Software Development emerged. Prof. Silvia Berto, expert in the field, was named as coordinator of this TG.

Recommendations:

To realize soon a web WG meeting.
Better communication between WG4 and CG and other WGs.

New stakeholders: ITM is trying to involve the software company that works already for them (P&G) as well as its colleagues in Cincinnati more dedicated to that topic.

Recommendations: preparation of a small informative sheet that can be used to present the Action and its interests on a "industrial" point of view.

WG5 – Social media more or less working

Collaboration platform: not working...

Recommendations:

Organization of a web meeting where we use the platform and see what are the difficulties and how it works in general.

3- Actions and contingency plan for WGs activities delays

Main problems seem to be the result of low organization inside WGs.

- 1) There are some WG way too big to allow that everybody can be present in the meetings. Try to find a structural point for it to work as dividing in "active" and "observers" elements. VC will check the members and will try to create and evaluate the interactions between members in order to be possible to organize people.
- 2) Organize WG meetings online
- 3) Find an effective way of work, namely, division of the work in individual Tasks
- 4) Make the platform work, between the max of people possible

4- Proposal for redistribution for planned GP2 Networking Tools and eventual budget remodulation

From the actual GP2 Networking Tools, some activities were already canceled, due to COVID-19 contingencies. In particular, the ISMEC conference and the Summer Training School, both postponed to next GP.

During the discussion, the presents agreed on a redistribution of the money considering:

- 1) A substantial increment on the number of STSM

2) Increase the budget for OA publications, to be approved for financing by CG

3) Increase the ITC Conference Grant budget

The discussion resulted in the following **new** Budget plan:

(1) Meetings 45,000.00 (5-6 March 2020, Faro)

(2) Training Schools 0.00 (eventually a web training school organized by Valencia)

(3) Short Term Scientific Missions (STSM) 30,000.00 (ca. 20 STSM, 7 already approved)

(4) ITC Conference Grant 1,000.00

(5) COST Action Dissemination 11,000.00 (for dissemination and OA)

(6) Other Expenses Related to Scientific Activities (OERSA) 600.00

Total Science Expenditure (sum of (1) to (6)) 87,600.00

The actual budget plan, after approval of all the CG, will be sent to the MC for approval by e-vote.

5- Dates for GP2 activities/calls

1) Launch of the 2nd STSM call ASAP

2) Launch of the ITC Conference grant ASAP

3) Organization of a Web Training School / Web Seminar possibly in Valencia (under evaluation)

4) NECTAR meeting, 05-06 March 2021: several things still to define depending on COVID situation. More details in next weeks.

6- General discussion and thoughts (COVID-19 contingency plan)

Already discussed among the all meeting when the approach of all the other agenda items.

7- AOB

CG members and AC reported strong disappointment and serious complaints among NECTAR community for COST Association behavior and management of “Belgrade” (in particular) and COVID (in general) situation.

AC reported about an “open letter” written by other ACs reporting same “mood” within other Actions.

The necessity to undertake an “integrated and visible complaint action” among ACs emerged, hoping for a productive response and concrete actions from COST Association. CG gave mandate to AC for that.