



## **COST ACTION FP1301**

**“Innovative management and multifunctional utilization of traditional coppice forests - an answer to future ecological, economic and social challenges in the European forestry sector (EuroCoppice)”**

**MINUTES** – Preparatory Meeting for the Antwerp Conference  
'Coppice Forests in Europe: Ecosystem services, protection and nature conservation'

University Club (Hof van Liere), University of Antwerp  
9 March 2016

### **Action participants:**

Gero Becker; Reinhart Ceulemans; Kris Verheyen; Peter Buckley; Florian Borlea; Debbie Bartlett; Stefan Vanbeveran; Alicia Unrau; Luc De Keersmaecker (pm)

### **Further participants:**

Jennifer Mills (assisting WG 4 Leader Peter Buckley)

**Rapporteurs:** Jennifer Mills, Alicia Unrau

Prof. Ceulemans welcomed everyone to the University of Antwerp's Hof van Liere building and briefly explained its history.

### 1. Abstract submissions

Thirty-eight abstracts had been submitted, including two from invited speakers. SV had circulated these to the Scientific Committee prior to the meeting. Some abstracts need refinement. The deadline for revised abstracts is March 20th so that SV can give the authors a definite answer whether their contribution has been accepted as an oral presentation or as a poster by March 29th. Revised abstracts should not exceed the limit of 250 words.

### 2. Sessions

In order to theme the sessions, each abstract was designated as mainly concerning either biodiversity; ecosystem services or policy.

It was agreed that each presentation should last for 15 minutes with 5 minutes for questions and that the two invited speakers should be given 25 minutes plus 5 minutes for questions.

It was decided that parallel sessions would not be held. This would limit the number of oral presentations that could be given during the one-day conference.

About 20 poster boards will be available. To allow the maximum amount of time for oral presentations, it was agreed that the posters should be displayed in or near the lunch venue so that they could be viewed during lunchtime.

The timing of sessions would be:

9.00 - 9.20 Introduction by RC, GB and PB  
9.20 - 10.30 Session 1. Keynote speaker + 2 presentations  
10.30 - 11.00 Coffee  
11.00 - 12.20 Session 2. 4 presentations  
12.20 - 13.40 Lunch and poster session  
13.40 - 15.30 Session 3. Keynote speaker + 4 presentations  
15.30 - 16.00 Coffee  
16.00 - 17.20 Session 4. 4 presentations  
17.20 - 17.30 Closing remarks from GB

Each abstract was reviewed and a decision taken as to whether it should be presented orally or as a poster. The oral contributions were allocated to one of the three themes. Some queries were raised to be resolved with authors who would be asked to revise their abstracts where necessary:

Abstract 5 Spinelli et al. GB will contact the authors asking if other aspects could be included to tie in with the conference themes.

Abstract 9 Müllerová et al. KV will make sure that the authors will be presenting different material to that already given at the Brno conference.

Abstract 10 Kola et al. SV to contact COST member Abdulla Diku to confirm that he will be presenting the paper as his co-authors will not be eligible for COST funding.

Abstract 13 Sopushynsyy et al. SV to ask for a more detailed abstract to make clear if the study is an assessment based on measurements or by questioning communities and what is the key message.

Abstract 19 Ertekin. SV to ask author if he is presenting results of work that has already been carried out or is only in the planning stage.

Abstract 21 Pacurar. PB to ask what proportion of his review is literature based or field based and to request him to revise the abstract to make this clear.

Abstract 34 Hytönen & Aro. SV to check that this abstract differs from that given at Bucharest.

Abstracts 35 and 36 Albizua et al. DB to check that these contributions relate in some way to coppice.

Abstract 38 Giagkas et al. PB to ask if the contribution is a discussion on methodology only or includes work already carried out including photos.

Those contacting authors would copy their e-mails to the other Committee members.

SV will ask contributors to confirm who is going to give the oral presentations and those responsible for the posters as this will determine if they can be reimbursed by COST or not.

The Conference programme should be finalised by April 15th.

Potential chairpersons will be approached by PB and SV.

Committee members were given a tour of the rooms to be used in the Hof van Liere building during the conference and were very impressed with the excellent facilities.

After the main meeting had ended, PB, FB, DB and SV discussed the order of papers and a provisional timetable was prepared by SV.

### 3. COST Participants & COST finances (Note: "finances" was originally point 5 in the agenda)

GB has recently received information from COST on the budget for 1.05.2016 – 30.04.2017, the Grant Period in which the Antwerp Conference will take place. It is much lower than the past budgets and due to the change in Grant Period timing. Another factor is that the Action's large conference after Antwerp (in Limoges) is also set to take place in that Grant Period.

Based on the new budget information, the number of abstracts and the number of MC Members, GB suggested the following COST participant reimbursement:

- 65 participants reimbursed by COST
- A reduction of the accommodation reimbursement rate from 120 € to 95 €

These figures are still dependent on an MC vote.

In order to take into account this relative shortage of reimbursable places, GB suggested the following method to determine eligible participants:

- A main list of eligible participants to be reimbursed consisting of:
  - o MC Members (59)
  - o Non-MC presenters (oral/poster) (ca. 13)
  - o Invited speakers (2)
  - o South African Colleagues (IPC not reimbursed through the Action budget)
  - o Local Organisers (3)
- A reserve list consisting of:
  - o WG Leader lists for each WG with 7 candidates not listed above (in order)
  - o The WG lists will be ranked; first all of the WG4 candidates (because it is the theme of the conference), then one each of WG 1, 2, 3, 5 until all are listed

Those attending accepted the following (approximate) timeline concerning eligible participants:

<i>March</i>	Reserve lists will be collected from WG Leaders by AU
<i>March 21</i>	Abstract submitters will be contacted by SV
<i>March 29</i>	Presenters must respond to SV regarding (a) whether they will be attending, (b) the name of the presenter and (c) updated abstract
<i>April 5</i>	MC vote on Work and Budget Plan
<i>April 12</i>	MC vote sent on list of eligible participants
<i>April 15</i>	Final programme etc finalised
<i>April 19</i>	First round of COST Invitations sent - must register online by 29.04.
<i>May 2</i>	Second round of COST invitation sent, depending on places left
<i>May 9</i>	Third round of COST invitations sent, depending on places left
<i>May 16</i>	Final round of COST invitations sent, depending on places left

#### 4. Field Excursion

KV and LDK gave an outline of the programme for the excursion. The logistics and the costs involved were discussed. It was thought that the numbers wishing to go on the field trip were likely to be less than 50 and therefore only one coach should be booked to reduce UA's financial commitment.

GB suggested that as much information as possible should be given to participants on the coach travelling between sites in order to make best use of the time available.

It was agreed to arrange for the coach to drop any participants who need to travel home immediately after the excursion at a station, possibly in Gent but definitely at Antwerp Centraal.

#### 4. Finances

See point 3.

## 6. Practical arrangements

GB asked if a suitable venue could be suggested for an informal get-together on the evening of Wednesday, June 15th, but not to make a meal booking because of the uncertainty over the number who might wish to attend.

The conference dinner on Thursday, June 16th, was discussed with a view to reducing the costs of this to UA as a fixed-price fee had already been quoted on the website, which included the dinner. The starting time was suggested as 19.30h, meeting at the venue at 19.00h.

GB mentioned a possible reduction to the hotel allowance to be paid by COST due to the substantial decrease in the EU grant, resulting in a reduced budget from 1.5.2016 to 30.4.2017. The Management Committee will make a decision on this, but GB suggested a figure of €90 or €95 instead of €120. SV will add a few more hotels in the €80 - €100 range to the list already on the website. However, these would not benefit from a conference discount.

UA will produce an A5 booklet of abstracts as an internal document, which could also be put on line. Forewords will be written by the Local Organiser, the Chairman and WG4 group leader. The presenting author should be indicated for each abstract. The COST logos will be made available to add to those of UA. SV will circulate a first draft in due course. The booklet needs to be ready just before the conference but could be put online earlier.

UA will keep GB and AU advised of registrations as they arrive.

It was not thought likely that post-conference publication of contributions could be edited into a single journal issue. Any papers for publication arising from presentations would, therefore, be left to the authors concerned.

GB asked if it was likely that Belgian forestry magazines or similar publications might be interested in printing reports of the conference. KV thought that it should be possible to get a report into some relevant newsletters which had a wide coverage.