

	ALTER-Net Management Board Remote Meeting Draft Minutes 31 January 2019
Venue	Remote - Video Conference
Contact	tscottkulfan@gmail.com
Attendance	<p>[JVD] 1. Jiska van Dijk (NINA, Chair MB) [MH] 2. Maurice Hoffmann (INBO; Council chair) [AW] 3. Allan Watt (CEH [former] – Vice-Chair MB) [SJ] 4. Sonja Jähmig (IGB) [MK] 5. Mart Külvik (EMU) [MV] 7. Marie Vandewalle (UFZ) [AS] 9. Andy Sier (CEH)</p> <p>[TK] Tyler Kulfan (ALTER-Net Secretariat)</p> <p><u>Not Present:</u> Petteri Vihervaara (SYKE) Maurice Hoffmann (INBO) Joan Pino (CREAF) Philip Roche (Irstea)</p>
Minutes	Tyler Kulfan (Alter-Net Secretariat); tscottkulfan@gmail.com

Management Board meeting commenced at 10.00 on 31 January, 2019.

1. Introduction

JVD welcomed those present to the MB remote meeting. The primary purpose of the meeting was to review the progress, activities, and decisions of the ALTER-Net Council during their 2018 meeting in Prague and to engage the MB in these processes accordingly. JVD reviewed the draft minutes of the Council meeting, noting the high level of engagement from the Council and thanking TK for recording the minutes.

2. Non-Paying Members

The first issue discussed was that of non-paying members. This issue had been addressed (but ultimately left unresolved) by Council. At present, all institutes are making payments with the exception of WENR (formerly Alterra). Raul Mille contacted WENR during Council meeting; while a representative of WENR expressed that they wish to remain within ALTER-Net, it has since been expressed that WENR requires further internal discussion on membership. Since this update, WENR has made no

further contact with ALTER-Net.

It was acknowledged by the MB that this is a Council (rather than MB) issue. TK will request that Maurice Hoffmann (MH) contacts WENR to pursue a final decision.

3. Legal Structure

The Council was very interested in exploration of legal structure for ALTER-Net, noting that such a structure would enable the sending of proposals in name of ALTER-Net, hiring of TK, and absorption of EKLIPSE. TK and MH are in the process of scheduling a meeting with a lawyer that handles European non-profits.

4. Budget

The proposed ALTER-Net budget was discussed with Council. JVD, TK, and Tessa Van Santen had finalized the budget document prior to Council meeting. However, MH shared and used a different budget version in Prague. These two versions need to be combined. JHI has requested that budget be circulated as soon as possible.

5. Mobility Fund

Council fully approved the Mobility Fund proposal but noted that this fund is rarely utilized. TK will write a letter to MH (or directly to Council members) requesting that Council members more intentionally promote fund within their institutes.

6. Communications

AS's communications proposal was fully supported by the Council.

At Council meeting, much interest was expressed in producing regular newsletters that express and visualize institute expertise. SJ requested that these communications not be referred to as newsletters. AS noted that there had been a regular newsletter in the past, but it has since become a simplified mailing list instead, noting that content sourcing is a big time commitment. TK expressed willingness to spearhead a quarterly newsletter.

JVD raised question of website overhaul. Budget was allocated to update the website, but currently AS has many additional commitments. MH has proposed moving the website to a different locale--perhaps INBO. CEH (current host) is currently changing from a Plone content management system to Drupal, which would become independent of any given institute in terms of hardware and support; hosting costs could therefore be paid by any ALTER-Net partner. JVD suggests a working group to determine the best course of action for the ALTER-Net website. TK will organize this working group and inquire if MH wishes to be involved or have a separate rep.

The partner page on ALTER-Net website does not currently feature an active twitter stream; AS and TK are to address this. Mart recently visited a seminar on modern, sophisticated tools for science communications. JVD requests that MK sends the minutes from this meeting to website working group so that they can be considered.

7. Clearinghouse Mechanism

The Council determined that costs for the ALTER-Net Call Exchange should be derived from the communications budget. Council also requested for Call Exchange to be made more user-friendly. This is potentially to be part of the website overhaul process. Redesign should be based off the feedback of partners on initial version with active users and target audience in mind.

JVD noted that evaluating added value was a great concern of Council. On day 2 of Council meeting, a small working group (led by Eeva Furman) was created to review added value. Communications and use of Call Exchange will be considered. TK introduced MH's idea to require full user profiles that express individual researcher expertise for use of Call Exchange (similar to the system of the EKLIPSE website).

8. COST Action Proposal

COST Action proposal was a carry-over proposal from last year. Council re-approved this activity and is of the opinion that it can be done back to back with conference. A draft conference program is being compiled; JVD will share this draft program to MK so that he can discuss with Janine an appropriate time for COST workshop.

9. Position Paper on Research Needs

A position paper on research needs was proposed during Council meeting. AW is active in shaping key messages for conference; this could be potentially combined with conference activity. Several people from council were interested in involvement, but nobody has initiated progress of any sort. JVD and AW fail to see how this activity is meaningfully distinct from Horizon Scanning. MB can wait and see if there is any movement on position paper activity and propose combining with other processes if needed.

10. Summer School 2019

Summer School proposal was fully supported by Council. This can be communicated to Peyresq Foundation. Dates have been confirmed as of yesterday: 21-31 August 2019. TK will promote on website and social media.

11. Data Infrastructure

PV, who was not present, is managing data infrastructure activities. At Council meeting, an overview was presented of three main infrastructure networks relevant to ALTER-Net (Copernicus programme, GEO BON, and LTER network). The Council requested the production of a “for-dummies” overview to explain the intricate elements of these networks with video. ALTER-Net has allocated a sufficient budget and would like to launch such a video during the June conference. TK will contact PV and SYKE to see if he can combine this activity with his visit to SYKE. AW noted that ENVERI produces informational resources on data infrastructure (Youtube channel, etc.); ALTER-Net could potentially collaborate with ENVERI or simply point people in the direction of such resources.

Standing issue of contract between LTER and ALTER-Net was raised by JVD. This contract was never signed. JVD suggested that this be discussed at in-between Council meeting in Ghent. 10k will be allocated rather than 15k this year. JVD will inform PV about this as part of 2019 work plan and he will be requested to follow up on this issue.

12. AHIA

Several small changes were made to AHIA proposal. The proposal was approved by the Council. Council requests sharing on website of all AHIA outputs and for an accompanying policy brief to be shared directly with relevant policy makers. The promotion of Kerry Waylen’s MEEM project was noted.

The 2019 call was distributed on Monday, 28 January.

13. MSR

In proposal to Council, continuation of current MSR projects was encouraged with no new call in 2019. This proposal was approved. Juan is currently unable to be strongly involved. JVD will contact Juan to see if he has capacity for oversight--if not, JVD will assign this task to someone else.

14. NINA Report

JVD informed MB that NINA’s biodiversity health background report will be completed soon. NINA report will be published on ALTER-Net website and referred to in global report at a later time.

15. Science-Policy Interface

MV proposed ALTER-Net participation in UFZ science-policy interface seminar series to

Council. Within Council, there was agreement to support first SPI seminar. ALTER-Net will livestream first seminar at UFZ and save video to ALTER-Net website. The cost for filming and livestreaming is approximately €1,875. Success can be evaluated by number of livestream viewers logged in.

Seminar will be held on 23 February; MV will distribute link tomorrow and participation will be promoted by TK.

16. Horizon Scanning and Conference

ALTER-Net's Horizon Scanning meeting in Peyresq was held in September 2018 to investigate the research needs of the post-2020 biodiversity strategy. This initiative is directly connected to the activities of the ALTER-Net conference.

Frederic (?) together with AW will lead Horizon Scanning discussion at conference. Thematic input from scientific committee and key questions will be used for the program organization of conference. Significant progress has already been made on key messages for thematic input. Questions for feedback on key messages will be formulated. AW will meet with MV today to discuss policymaker input.

PR will serve as guest editor for Sustainable Science special edition. MB needs to determine how PR should approach call for papers and manuscripts leading up to the conference; JVD will be in contact with him. TK will remind Council members to spread word in their institutes to encourage researcher participation. The call for presentations and further involvement will be launched soon.

17. EKLIPSE proposal

Between Brussels MB meeting and Council meeting, a proposal and presentation to the Council was prepared on the takeover of EKLIPSE by ALTER-Net. Council approved of exploring possibilities for such a takeover over the course of the six months leading up to the ALTER-Net conference. A final decision will be made at the in-between Council meeting in conjunction with the conference. A task force has been created (JVD, MH, MV, Anna Lilebo, and Mihai Adamescu) for further exploration. This process will be in close cooperation with EKLIPSE team so that their wishes and ideas for the future of the EKLIPSE mechanism are fully accounted for.

MH, Allan, Marie, JVD and Juliette have begun drafting a letter of commitment between ALTER-Net and EKLIPSE. This letter is not yet final, as many additional questions were raised at EKLIPSE conference and following workshops. The workforce team should be brought together ASAP to discuss progress over next six months so that everything is in order for final proposal/decision.

Discussion at EKLIPSE conference went well and strong positive feelings were detected by AW about future of mechanism with ALTER-Net as host. AW will be attending two more EKLIPSE meetings. A business planning group meeting will take place next; MH is also invited to this meeting and AW will have JVD invited to meeting in March as well. AW will additionally discuss the letter of commitment today with Juliette Young. The ALTER-Net task force should begin planning a meeting promptly.

18. Added Value & New Potential Activities

At Council meeting, Trine Setsaas expressed a need to clarify vision and added value of ALTER-Net and to improve communications between institutes. Raul Mille composed an associated document. JVD requests that everyone in MB sends comments on document so that it can be improved and finalized. This could then be adopted by Council at in-between meeting in June. Discussion of new activities and added value resulted in formation of another taskforce (led by Eeva, Trine, Anna, and Marie). They have already initiated movement on this activity. JVD noted that MB was overloaded and avoided adding this internal evaluation/task to the work of the MB.

19. Final Tasks

JVD provided a summary of progress and listed final tasks that need to be undertaken. TK and JVD will review versions of budget and distribute the correct final version. It was noted that Raul Mille requested an MOA with PEER network--this initiative is currently in progress.

20. Conclusion

The next Council meeting will be hosted by Irstea in Paris. A doodle has been distributed by TK to select a date for this meeting. The next in-person MB meeting will be planned for October, tentatively to be held in Estonia. Between now and June, MB can organize any informal meetings and discussions on an as-needed basis.

JVD thanked all present for their participation. **Meeting concluded at 11:45.**