



EG12.14
3 July 2012

Minutes

Meeting	EuroGOOS Extraordinary Members' Meeting
Date/time	5-6 June, 2012
Venue	BELSPO, Avenue Louise 231, Brussels
Participants	<p>Hans Dahlin (Director), Patrick Gorringe (Deputy Director), Peter Ehlers (Chair) and Siân Petersson (Office Manager), EuroGOOS Office</p> <p>Pascal Faes, NautaDutilh, Belgium</p> <p>Guido Dumon and Caroline Lootens, Agency for Maritime and Coastal Services (MDK), Belgium</p> <p>Kai Soetje, Bundesamt für Seeschifffahrt und Hydrographie (BSH), Germany</p> <p>Roberto Sorgente, Consiglio Nazionale delle Ricerche (CNR), Italy</p> <p>Nicki Villars and Annette Zijderveld, Deltares, The Netherlands</p> <p>Emil Stanev, Helmholtz-Zentrum Geesthacht Centre for Materials and Coastal Research, Germany</p> <p>Kostas Nittis, Hellenic Centre for Marine Research</p> <p>Pierre Yves Le Traon, Ifremer, France</p> <p>Henning Wehde, Institute of Marine Research, Bergen, Norway</p> <p>Marcin Wichorowski, Institute of Oceanology, Polish Academy of Sciences, Poland</p> <p>Teodoro Ramirez, Instituto Español de Oceanografía (IEO), Spain</p> <p>Carlos Ventura Soares and António Martinho, Instituto Hidrográfico, Portugal</p> <p>Nadia Pinardi, Istituto Nazionale di Geofisica e Vulcanologia, Italy</p> <p>Alessandro Crise, Istituto Nazionale di Oceanografia e di Geofisica Sperimentale – OGS, Italy</p> <p>Georges Pichot, Management Unit of the North Sea Mathematical Models (MUMM), Belgium</p> <p>Glenn Nolan, Marine Institute, Ireland</p> <p>Pierre Bahurel, Mercator Océan, France</p> <p>Mike Bell, Met Office, UK</p> <p>Stein Sandven, Nansen Environmental and Remote Sensing Center, Norway</p> <p>Harm Oterdoom, Rijkswaterstaat, Netherlands</p> <p>Bodil Aarhus Andrae, Swedish Meteorological and Hydrological Institute (SMHI), Sweden</p> <p>Urmas Lips, Marine Systems Institute, Tallinn University of Technology, Estonia</p>
Apologies	<p>Centre for Environment, Fisheries and Aquaculture Science (CEFAS), UK</p> <p>Danish Meteorological Institute, Denmark</p> <p>Ente per le Nuove Tecnologie, l'Energia e l'Ambiente (ENEA), Italy</p> <p>Finnish Meteorological Institute, Finland</p> <p>Institute of Meteorology and Water Management (IMWM), Maritime Branch, Poland</p> <p>Maritime Institute Gdansk, Poland</p> <p>Météo-France</p> <p>Natural Environment Research Council (NERC), UK</p> <p>Norwegian Meteorological Institute (met.no), Norway</p>

1. Welcome

The Chair Peter Ehlers welcomed everybody to the meeting, and introduced Pascal Faes, the Belgian lawyer working on the draft of the new EuroGOOS Agreement. The Chair reminded members why it is important for EuroGOOS to change its legal status. The work of EuroGOOS will remain the same.

2. Agreement on the EuroGOOS INPO Deed of Incorporation (EG12.01 v4)

The Chair presented the latest version of the Agreement page by page, giving the lawyer the opportunity to answer questions and explain the legal situation in Belgium.

The lawyer explained that each founding member had to give a proxy to the law firm to get the deed of incorporation executed before the Belgian notary. The lawyer will provide a template to be signed by each founding member for the notary deed.

MUMM would like to see EuroGOOS INPO established as soon as possible, as EuroGOOS needs to have legal status in order to run a secretariat office in Brussels. IMR and MUMM volunteered to be the first two founding members as they are ready to sign soon.

The first meeting of EuroGOOS INPO will take place as soon as the Belgian ministry has granted legal status and a Royal decree has been issued approving the organisation. Additional members will then be admitted as they become ready to sign. SMHI agreed to continue taking administrative responsibility for EuroGOOS into part of 2013, until EuroGOOS INPO has achieved legal status and a majority of the members has signed the INPO Agreement. Formally the functions must already be filled (Directors etc.) even if EuroGOOS INPO has not become operational.

Since EuroGOOS INPO Directors can come from organisations outside EuroGOOS INPO, the Meeting decided that the present Board members will continue as the new Executive Directors Board until the end of their present term.

After discussion the meeting reached consensus to start the process as soon as possible and thanked the lawyer for his support and help.

3. Tour de Table

A statement was requested from each member agency indicating their willingness to sign the Deed of Incorporation, as well as an estimate of how much time is needed before they are able to sign. A summary can be found in the appendix. All members are willing to sign the agreement within reasonable time, most of them before the end of the year. Several members have requested to see a draft of the future Internal Rules before signing.

The role of 3rd party members (in ROOSs) has to be regulated in the Internal Rules. Admission and subscription conditions will also be found in the rules. The role of the Vice-Chairperson also needs to be defined in the rules.

4. Summary

- EuroGOOS should be careful not to rush too quickly.
- The text of the new Agreement has been approved by the meeting so no further changes will be made.
- The Chairperson and Board members will continue into EuroGOOS INPO for the time period that they were originally elected.

- The scale of contributions and the amount of subscription will remain unchanged.
- The First meeting of EuroGOOS INPO will be in late spring or early autumn 2013. This meeting will take all necessary decisions – formal adoption of rules, admission of members who have signed additionally, budget, election of Chair, Vice-Chair, and Board members.
- The meeting agreed that a small drafting group should be established to work on the Internal Rules so that a draft is ready in good time for the Annual Meeting. Mike Bell, Kostas Nittis, Erik Buch, Henning Wehde, Harm Oterdoom, Kai Soetje, Marcin Wichorowski, and Roberto Sorgente agreed to be included in the drafting group. Input should be sent to the Chair before 15 June. The old Rules can be found on the EuroGOOS website.

5. The future of EuroGOOS

- **Arrangements for the transition period**

The meeting agreed that once EuroGOOS INPO is established then it should be able to use the funds of the old EuroGOOS. EuroGOOS INPO will do the work of old EuroGOOS as well, so that there is no difference for those who have not yet transferred membership. All EC projects that the EuroGOOS Office is currently involved in will remain at SMHI since SMHI is legally responsible for the contracts.

The meeting confirmed that remaining members of the old EuroGOOS are still obliged to pay contributions after the EuroGOOS INPO has been established.

- **Move of the office to premises at BELSPO**

For moving the EuroGOOS Office to Brussels a MoU has to be signed between EuroGOOS and Belspo. Belspo offers all facilities – 2 furnished double rooms on the 4th floor and the use of meeting rooms – at no cost. The facilities will be available as soon as they are needed. The Meeting accepted the MoU and authorised the EuroGOOS Director to finalise and sign the MoU before the end of the summer. It is hoped that at least Patrick Gorringer can move in before the end of the year, seconded by SMHI. The Chair and the EuroGOOS Director will negotiate a contract with SMHI. MUMM is ready to assist EuroGOOS in finding a candidate for the post of Office Manager. Members will be welcome to visit the offices and use the meeting room facilities.

EuroGOOS will host the ICES WGOOFE workshop at Belspo in October. Information about this meeting will be distributed to EuroGOOS members when it becomes available.

A constructive discussion has been held with the EUMETNET Secretariat about co-location and sharing of resources but its governing body has not yet made any decisions. EuroGOOS would welcome such a solution.

- **Appointment of EuroGOOS Director/Secretary General**

The Selection Committee recommended that the meeting appoints Dr Kostas Nittis as the Secretary General for EuroGOOS, from 1 January 2013, replacing the current post of EuroGOOS Director.

The formal decision can only be taken by the Annual meeting, but the meeting was very happy to recommend the appointment of Kostas Nittis as the new EuroGOOS Director and will formally endorse this at the Annual Meeting in November. The meeting therefore authorised the Chair to negotiate a contract with HCMR to second Kostas Nittis to EuroGOOS. HCMR have already indicated that they are happy to second Kostas.

Kostas Nittis will be the EuroGOOS Director from 1 January 2013 and will continue as Secretary General for EuroGOOS INPO once it has become established.

Kostas has been involved in EuroGOOS since 1997 and is looking forward to working with more EuroGOOS activities.

6. Approval of next steps and actions:

The meeting approved the next steps and actions:

1. The lawyer is finalising the editorial work for the agreement in the light of the decisions taken at the meeting and preparing a template for a proxy and an explanation of the process he will follow. This will be sent to members as soon as it is available, together with the final version of the Agreement.
2. The Chair, Board members and Director will continue in EuroGOOS INPO until their present terms expire.
3. All who have signed the proxy form at the latest during the the Annual Meeting will be founding members.
4. Immediately after the Annual Meeting the lawyer will start the registration process.
5. The necessary details for the transition, in particular for enabling EuroGOOS INPO to use the funds of the old EuroGOOS will be decided at the Annual meeting.
6. The Internal Rules will be finalised at the Annual Meeting but cannot be formally adopted until the first EuroGOOS INPO meeting.
7. After consent from the Belgian ministry, the INPO Chair, the Executive Directors Board and the Secretary General will start work, but also continue the work of the old EuroGOOS. Members will be invited to the founding meeting for EuroGOOS INPO, which is expected to be held in late spring or early autumn 2013 together with a General Meeting of the old EuroGOOS. This meeting will formally adopt the Internal Rules, admit more members (those who signed the forms after the Annual Meeting), run the necessary elections and approve the budget and the contributions which will remain unchanged. The first budget year will be short, ending in 2013.

All current EuroGOOS members will be invited to attend EuroGOOS INPO meetings, even if they have not yet become members of EuroGOOS INPO.

7. Closure

The meeting ended with a sense of optimism and progress.



Appendix

EG12.13

5 June 2012

Member statements concerning EuroGOOS INPO Deed of Incorporation

Agency for Maritime and Coastal Services (MDK), Belgium	Prepared to sign. Hopefully the General Administrator can sign it in which case it will take 3 months, otherwise longer.
Bundesamt für Seeschifffahrt und Hydrographie (BSH), Germany	BSH will sign the agreement and unofficial acceptance has already been received from the Ministry. Should be able to sign before the Annual Meeting in November.
Centre for Environment, Fisheries and Aquaculture Science (CEFAS), UK	-
Consiglio Nazionale delle Ricerche (CNR), Italy	Agreement from CNR would need 4-5 months.
Danish Meteorological Institute, Denmark	Approved by the DMI lawyer and therefore also the DMI Director, so DMI is ready to sign the agreement.
Deltares, The Netherlands	Approved by internal legal department. Should be ready to sign in 3 months. Request to see preliminary Internal Rules.
Ente per le Nuove Tecnologie, l'Energia e l'Ambiente (ENEA), Italy	-
Finnish Meteorological Institute, Finland	-
Helmholtz-Zentrum Geesthacht Centre for Materials and Coastal Research	No objections have been received from the legal department. Should be able to sign within 1-2 months.
Hellenic Centre for Marine Research	OK with the HCMR lawyers, so should be able to sign during the autumn.
Ifremer, France	Agreement with lawyer at Ifremer. The signature process is quite simple and should be done this year.
Institute of Marine Research, Bergen, Norway	Ready to sign today!
Institute of Meteorology and Water Management (IMWM), Maritime Branch, Poland	Happy with the Agreement but the signing process could take time as permission is needed from Warsaw headquarters.
Institute of Oceanology, Polish Academy of Sciences, Poland	No legal threats, formally able to sign. Only decision of the head of the institute so should be quite quick.
Instituto Español de Oceanografía (IEO), Spain	Still waiting for response from lawyers. Essentially positive.
Instituto Hidrográfico, Portugal	No difficulties are expected. Permission is needed from the Ministry of Foreign Affairs, which hopefully can be obtained before the next Annual Meeting.

Istituto Nazionale di Geofisica e Vulcanologia, Italy	Not likely to be a major problem, but the preliminary Internal rules need to be seen before signing. Will then need 2 months.
Istituto Nazionale di Oceanografia e di Geofisica Sperimentale – OGS, Italy	No major objections, obliged to submit to the ministry, but since this is an INPO the approval procedure is quite simple. Should be able to be finalised by the end of the year.
Koninklijk Nederlands Meteorologisch Instituut (KNMI), Netherlands	-
Management Unit of the North Sea Mathematical Models (MUMM), Prime Minister's Services, Belgium	Happy with the Agreement and prepared to sign as soon as possible, estimate that 3 months is needed.
Marine Institute, Ireland	Happy with Agreement. May need to involve the Ministry but hope to be ready by the Annual Meeting.
Maritime Institute Gdansk, Poland	Willing to sign the agreement.
Mercator Océan, France	Hopefully approval will be obtained in 10 days' time in which case would be able to sign by the end of the year
Met Office, UK	Happy with the text, willing to sign, should take 2 months
Météo-France	-
Nansen Environmental and Remote Sensing Center, Norway	OK with the Agreement. Would like to see preliminary Internal Rules. Would need 2 months.
Natural Environment Research Council (NERC), UK	Optimistic that they shall be able to sign during the next few months.
Norwegian Meteorological Institute (met.no), Norway	No objections to signing the new agreement. Would be able to sign in 1-2 months.
Oceanography Center, University of Cyprus	-
Puertos del Estado, Spain	-
Rijkswaterstaat, Netherlands	Happy with the Deed of Incorporation. Parliamentary approval is no longer needed. Request to see Internal Rules. A decision needs unanimous consensus.
Defence Centre for Operational Oceanography, Denmark	-
Swedish Meteorological and Hydrological Institute (SMHI), Sweden	SMHI wants to sign but needs a Parliament decision and probably needs 1-1.5 years. Discussions with the Ministry have already started.
Marine Systems Institute, Tallinn University of Technology, Estonia	Happy with the Agreement but need permission from the University Council. Hopefully this will be granted in September.