**INTAROS Executive Board Meeting No. 12**

Date: March 16, 2018 13:30 – 15.00 CET

Via GoToMeeting

***Minutes and actions***

Participants: R. Pirazzini (FMI), A. Beszczynska-Möller (IOPAN), R. Doescher (SMHI), S. Sandven, H. Sagen, K. Lygre (NERSC)

Meeting leader: S. Sandven

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| No  | Description | Deadline | Comments |
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| 12.1  | Report form the informal meeting with Gaelle LeBouler and Attilio Gambardella in Brussels on 7 March, where Hanne and Stein were present. The meeting mainly discussed the 18-month reporting, which is the first official progress report due end of July, and the subsequent review meeting which will take place in Brussels 19, 20 or 21 September. The reporting need to address all the main elements of the project, including collaboration with other projects and the ethical aspects.  |  |  |
| 12.2 | WP2: Roberta reported on the progress of the work which has focus on the outcome of the survey and preparation of the deliverables due end of May. More discussion of Wp2 and how it is interacting with the other WPs will be done at the SC-meeting 3 – 4 May.  |  |  |
| 12.3 | WP3: Agnieszka reported on the progress of the preparation for the field work in the coming summer.  |  |  |
| 12.4 | WP4: Finn reported on the progress of work and plans for the CBM testing in Disco Bay and Longyearbyen.  |  |  |
| 12.5 | WP5: Ralf reported on the modelling work and interaction with other modelling projects, APPLICATE and BLUE ACTION. This interaction is at a very early stage. More dialogue with the partners is needed to plan the upcoming work  |  |  |
| 12.6 | The letter to the Arctic Science Ministerial is in progress, several institutions have made comments and agreed to sign it.  |  |  |
| 12.7 | Agenda for the Steering Committee meeting 3 -4 May in Lisbon. Topics will include* Respond to the comments from the Advisory Panel. Will it be necessary to revise the workplan ?
* Status of the WP2 work and deliverables, incl. communication with the other WPs. What has been the outcome of the survey ? How will the survey be done by external partners ?
* Present what data have been provided by INTAROS so far, who has provided it and how are the data managed and who are the users. Otter projects (APPLICATE, BLUE ACTION) are expecting that INTAROS will deliver data, so it is important to show this in the progress report.
* Status of the planned field work in 2018
* IPR management
* Collaboration with other projects (e.g. NUNATARYUK)

+ + + | Action for all partners who have collected data: make an overview and present at SC meeting |  |
| 12.8 | Other upcoming meetings:* 17 April: Arctic cluster meeting in Brussels: Hanne, Roberta, Erik and Ned plan to participate
* 18 April: INTAROS/BLUE ACTION workshop in Beijing with the Chinese partners who have received Chinese funding to participate in the EU projects. Stein and Yongqi will participate from NERSC.
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|  | **Date for next EB meeting.** 0900-1000 13 April 2018. |  |  |

***INTAROS participation in conferences, workshops and other meetings 2018***

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| Date | Meeting | Participation from INTAROS | Comment |
| 8 – 12 January | INTAROS Annual Meeting at FMI  | INTAROS consortium |  |
| 8 – 12 January | Global Cryosphere Watch meeting in Oslo | GEUS + Yongqi | INTAROS is invited |
| 15-18 January | ISAR-5: Fifth International Symposium on Arctic Research, Tokyo | Stein, Peter Pulsifer | INTAROS presentation |
| 15-17 January | APPLICATE annual meeting | Pablo Ortega, BSC | Present INTAROS modelling work |
| 17-18 January | BLUE ACTION annual meeting | Yongqi | Invited to present INTAROS |
| 22-26 January | Arctic Frontier, Tromsø | Stein/Hanne+ + | Abstract submitted |
| 6 – 8 February | ARICE KO-meeting in AWI | Hanne, Agnieszka, Marie Noelle | INTAROS is invited |
| 11-16 Feb | Participation in Town Hall meeting on Arctic Ocean Observing at Ocean Science Conference, 14 Feb, Portland | Truls Johannessen | Invitation to sit in a panel |
| 12-14 Feb | PAME meeting in Quebec City | Hanne | INTAROS is invited |
| 14 Feb | Meeting with Université Laval on INTAROS work | Hanne | INTAROS is invited |
| 6 March | Nansen Legacy project, KO-meeting in Tromsø | Stein | INTAROS is invited |
| 7 March | Informal meeting with the INTAROS project officer in Brussels | Stein and Hanne | INTAROS is invited |
| 8 March | EOOS Forum in Brussels, organised by EuroGOOS and EMB | Stein and Hanne |  |
| 13 March | Meeting with Norwegian Environment Agency in Oslo | Stein and Hanne | INTAROS is invited |
| 19 March | EU Arctic research cooperation, Levi, Finland (see below) | Timo Vihma | INTAROS is invited |
| 26-28 March | EU-PolarNet General Assembly |  | INTAROS in invited |
| 17 April | Arctic Cluster meeting in Brussel | Hanne, Erik, Roberta |  |
| 18 April | Workshop in Beijing with INTAROS, Blue Action and Chinese partners | Stein, Yongqi | Initiated by INTAROS |
| 25-27 April  | IASC Cryosphere Extremes, FMI, Helsinki | ? |  |
| 3 – 4 May  | Steering Committee meeting in Lisbon  | Steering committee |  |
| 14-18 May | 6th ENVRI week, Zandwoort, The Netherlands | ? |  |
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| 16-26 June | Arctic Science Summit Week: Scientific presentations + statements to Arctic Observing Summit | SS ++ |  |