

18th EMS Council Session
6/7 March 2008
Reading, UK

Minutes
approved by the 19th Council Session, 28 September 2008

Participants: (voting councillors underlined)

David Burridge Chair (EMS President, RMetS UK)
Gerhard Steinhorst (DMG Germany, Vice President and Treasurer)
Raino Heino (GS Finland, EMS Vice President)
Manuel Rosa Dias (APMG, Portugal)
Claude Pastre (SMF, France)
Heleen ter Pelkwijk (NVBM, The Netherlands)
Joanna Wibiq (PTG, Poland)
Horst Böttger (observer, EMS Meetings Committee)
Aryan van Engelen (observer, ECSN, KNMI)
Paul Hardaker (observer, RMetS)
Manfred Kloeppel (ECMWF, permanent observer)
Howard Lyne (Chair Accreditation Committee, RMetS)
Alastair Price (observer for NMS; MetOffice)
Bob Riddaway (Chair Publications Committee, RMetS UK)

7 Council members were present - the quorum is 7.

Minutes: Martina Junge, Executive Secretary

Duration of meeting: 6 March 2008 11:00 – 16:30
7 March 2008 9:00 - 10:30

1. Opening of the session

At the kind invitation of the Director of the European Centre for Medium-Range Weather Forecasts (ECMWF), Mr. Dominique Marbouty, the 18th Council session was held at ECMWF in Reading, UK. On behalf of the Director, Mr Walter Zwiefelhofer, Head of Operations at ECMWF, welcomed the participants and wished that the Council would be successful. The EMS President asked Mr. Zwiefelhofer to convey the Council's thanks to Mr Marbouty for hosting EMS Council.

2. Acceptance of Agenda

The Agenda was accepted as proposed with the following two modifications:

- the Agenda item 9 Strategy Implementation Plan was brought forward as agenda item 7; Agenda item Meetings became Agenda item 8
- two new items were introduced in Agenda item 8 Meetings: 8.1 Meetings Committee and 8.4 Climate Change Conference

The Agenda is attached in **Annex I**.

3. Acceptance of Minutes of the 17th Session of the EMS Council

The minutes of the 17th session of the EMS Council were accepted unanimously (**Annex XIX**).

4. Report of the President

The EMS President reported on his activities since the last Council Session (**Annex II**). He stressed the urgent need for a re-establishment of the EMS Meetings Committee and expressed his confidence that a suitable successor for the EMS Presidency will be found (see also Agenda item 12).

5. Report of the Executive Secretary

The EMS Executive Secretary reported on her activities since the last Council Session (**Annex III**). She informed the Council that a draft Annual Report 2007 is available which will be revised following discussions at the Council and will be published in spring 2008.

6. Financial Report

The Financial report as given by the Treasurer to the EMS Council is provided in **Annex IV**.

Financial Accounts 2007:

- The **EMS bank account** shows 59,970.48 Euro as of 31 December 2007, with a 15,026.19 Euro surplus of income over expenditure in the financial year 2007.
- Only minor arrears are due from **Membership Fees 2007**.
- The final balance of the **Annual Meeting 2007** was not available at the time of finalising the report, and payments related to the final settlement from Copernicus GmbH will enter the bank account in 2008. *With regard to the Annual Meeting, the Council concluded that it would be more appropriate to explain clearly that the financial statement on the Annual Meeting could not be completed on 31 December 2007 and that the net income from the Annual Meeting that was entered into the 2007 Accounts should have been replaced by the known income and expenditure as of 31 December 2007.*
- At the time of the 18th Council meeting the final settlement had become available and the Council was informed that an additional 35,328.80 Euro will be credited to the EMS account as final settlement from Copernicus GmbH. The total surplus from the EMS Annual Meeting 2007 was therefore 66,234.32 Euro.
- The Council session discussed whether **depreciation** should be applied to EMS assets for budgetary purposes; *after a short discussion, Council concluded that this was not necessary with the small budget of the EMS.*

With the accounts of the EMS becoming healthier, clear statements should be made in each Annual Report on the use of the available funds according to the constitutional goals and the mission of the society.

The Report of the Treasurer was approved by the Council (Resolution C108: 7:0:0).

Revised Rules of Financial management have been proposed (**Annex IV**), and the EMS Council took note of these. The threshold for transactions that require two signatures was increased from 1000 Euro to 1500 Euro. It was clarified that an "invitation to a meal" does not need to be declared.

Liability insurance (Haftpflichtversicherung):

Two offers were presented (**Annex IV**) and it was agreed to take out the liability policy with Berliner Feuerversicherungsgesellschaft. However, this offer still needs clarification on the definition of “Europe”-wide cover for the EMS Annual Meeting. (After the Council session it was clarified that the geographical definition of Europe applies). Both offers appear appropriate and Council approves a limit of 500 Euro plus VAT to take out a liability insurance (7:0:0).

7. Strategy Implementation Plan

The Strategy Implementation in its revised form was presented by the Strategy Implementation Group (**Annex V**). A call by the Executive Secretary to the EMS Members to discuss the SIP widely had been answered by the RMetS (**Annex VI**), and the Chief Executive of RMetS had been invited to the Council Session, to present these views.

Main discussion:

- The project-based approach initiated with the SIP discussion paper will be fundamental for all EMS activities, and the consequences of this need to be thought through for all EMS committees and project teams and other activities.
- This implies that some committees as such may cease to exist; activities will in future be based on the formulation of objectives that should be achieved, and a working plan including activities, a time frame, and clear responsibilities.
- For both the Media and the Education Committee, that have a plethora of objectives listed in their Terms of Reference on the one hand, but actually are focussed on organising the respective sessions at the EMS Annual Meeting, the starting point for realistic projects must be the current practice, not the ambitious mission statements.
- Consideration was given to reduce the number of project groups/committees, and for example consider the objectives of the Media committee coming under the remit of a communications project team.
- With the project-based approach the role of the Policy Advisory and Development Group (PADG) becomes more crucial, as this has to oversee the running projects and evaluate their contribution to the strategic goals of the EMS.
- The Accreditation committee, which has already in the past worked like a project team, may come under the remit of the PADG, with new projects to be defined.
- Meetings: rather than developing more meetings the EMS should aim to support smaller existing national meetings on specific topics and develop the European dimension of these; this may be realised by Member Societies taking responsibility for the organisation of one of these meetings.

The Council agreed that the Strategy Implementation Plan needs to be revised according to the discussions and C. Pastre, H. Lyne and B. Riddaway agreed to revise the SIP and present a revised proposal to the 19th Council Session.

8. EMS Annual Meetings

8.1 EMS Meetings Committee

The EMS President highlighted the need for an EMS Meetings Committee (**Annex VII**).

In the Guidelines, “spawning of smaller meetings” was deleted to make it clear that competition with meetings organised by the national Member Societies is to be avoided. For the membership of the Meetings Committee it is specified that “Partners from ECAM-IPC and

ECAC Advisory Board may be co-opted to the Committee as required from time to time to assist in the work.”

The Meetings Committee will in future form the core of the Conference Committee for EMS Meetings and will be expanded for individual meetings.

The Council decided to re-establish the EMS Meetings Committee (Resolution C109:7:0:0).

8.2 EMS Annual Meeting 2008

A status report on the preparations for the EMS Annual Meeting and ECAC 2008 at RAI Amsterdam was given (**Annex VIII**). The call-for-paper was launched 19 February 2008.

The Council session discussed the following items:

- Opening Session:

J. Palutikof will be invited (has now accepted). A. van Engelen will clarify which officials of the Amsterdam Council or Dutch government and Royalty should be invited for a welcome addresses.

- Plenary Session on Communication

A. van Engelen reported that a draft concept for this session exists, with the intention to involve major TV stations. The Media session should therefore also be scheduled for Wednesday, to attract a broader attendance from the Media.

- Conference paper publication

The publication of short conference papers in the Open Access Journal *Advances in Science and Research* will be pursued for the EMS/ECAC 2008 conference. Convenors will be asked for their interest to act as guest editors. Page charges will be covered by the EMS.

8.3 EMS Annual Meeting 2009

A status report on preparations for the EMS Annual Meeting and ECAM 2009 in Toulouse was given (**Annex IX**). A summary of offers and costs related to facilities of the International Conference Centre (CIC) will be provided on 17 March 2008.

The Council agreed that an interesting theme of the conference is necessary; special events celebrating the 10th Anniversary of the founding of the EMS should be considered.

The formation of a programme committee for the EMS9/ECAM9 is the responsibility of the EMS Meetings Committee in collaboration with the SMF.

8.4 Climate Change Conference

The President of the Climate Division of the EGU, Gerrit Lohmann, has approached the EMS with the proposal to collaborate in the co-organisation of a topical conference on “Climate Change” in the autumn of 2009 or 2010 (**Annex X**).

The discussion of the Council concluded that this offer provides an opportunity to explore new approaches and expand on the existing EMS meetings programme. The approach should be to integrate such a conference into the EMS Annual Meeting, with the Climate Change Programme Part constituting a new programme group. Concerns were expressed that the Climate Change Programme group could overshadow for example the forecast programme. Thus it will have to be clarified from the outset that such a meeting would have an EMS Annual Meeting profile.

The most obvious option is the EMS Annual Meeting in 2010 in Switzerland, a year where the conference is organised in collaboration with the ECSN, and the manager of ECSN evaluated this as a good opportunity to bring different communities together; he will raise and discuss this issue at the forthcoming ECSN board 16 – 20 June 2008.

The Council Session agreed

- to send a letter to the President of the EGU Climate Division informing about the positive attitude of the EMS towards such an event;
- to ask the EMS Meetings Committee to evaluate this offer, and
- to ask the Executive Secretary and the Chair of the Meetings Committee to contact the president of the EGU Climate Division and Copernicus GmbH in order to investigate the options on how this event can be organised and be fitted into the 2010 EMS Annual Meeting.

8.5 EMS Annual Meeting 2010

SGM has asked Hans Richner, IACETH, to form a local committee; Gabriela Seiz of Meteo Swiss and Vice-President of SGM will be member of this. The Institute Atmosphere and Climate ETH is also supporting the conference and represented by Hans Richner.

A meeting in Zurich to clarify venue details is in the planning for spring 2008 (ETH, SGM, EMS, Copernicus). This will then also need to investigate the possibilities for a larger meeting, that includes a topical Climate Change meeting.

8.6 EMS Annual Meeting 2011

Three Societies proposed to host the EMS Annual Meeting and ECAM in 2011 (**Annex XI**) : ÖGM, Austria (Innsbruck), DMG, Germany (Potsdam) and HMS, Greece (Crete).

A list of relevant questions will be put to these societies, and the results evaluated by the Meetings Committee that will then submit a proposal to the 19th Council Session. Letters to thank the societies for their offers will be sent by the Executive Secretary.

8.7 EMS Annual Meeting 2012

PTG, Poland, has proposed to host the 12th EMS Annual Meeting and 9th ECAC in Lodz.

The Meetings Committee was asked to evaluate the proposal and to submit a recommendation to the 19th Council Session. A letter to thank the society PTG for its offer will be sent by the Executive Secretary.

9. Awards

9.1 EMS Silver Medal: Terms of Reference, Medal, Laureate 2008

Terms of Reference as proposed by the EMS Awards Committee are attached in **Annex XII: Report of the Awards Committee**. The Terms have been modified, to clarify that the Awards Committee actively will have to seek nominations from the various bodies. The revised Terms of Reference were accepted (Resolution C110: 7:0:0)

In future EMS Member Societies will receive a formal letter that seeks nominations for the EMS Silver Medal Award.

Design of Silver Medal: Two designs are proposed by the EMS Awards Committee (attached in **Annex XII: Report of the Awards Committee**). The Design “Vorderseite” was selected with two modifications: a) “Silver Medal” on the rim will be upside down; b) “SILVER MEDAL” in the centre will be replaced by “EMS”. A sample of the medal was available at the Council session: the front of the medal will be embossed, on the back of the medal the name of the Laureate and the year the medal is awarded will be engraved.

Laureate 2008: the EMS Awards Committee provided a short list of three candidates.

The Council decided to award two Silver Medals in 2008: this very exception will be unique. René Morin will receive the EMS Silver Medal for his outstanding contributions to the development of lasting collaboration amongst the national meteorological societies in Europe that led to the foundation of the EMS; Karin Labitzke will be awarded the Silver Medal for her many and longstanding contributions to the development and the advancement of the science of meteorology and furtherance of international collaboration (Resolution C111:7:0:0).

9.2 Media Awards: Terms of Reference

The decision on the Terms of Reference of the Media Awards has been postponed to the 19th Council Session.

9.3 New Awards (SIP)

The decision on new awards has been postponed until after the decision on the Strategy Implementation Plan at the 19th Council Session.

9.4 List of YS, YST and Media Awards 2008, including distribution of funds

The Awards Committee has proposed a list of and budget for awards in 2008 (**Annex XII**). Included in the list of conferences for which EMS Young Scientist Travel Awards shall be announced, is the AMS Mountain Meteorology in Whistler, Canada; this conference is co-ordinated with the European ICAM – International Conference on Alpine Meteorology - and these meetings co-sponsor each other, thus EMS is alternately offering YSTAs for the AMS MM and the ICAM.

Taking into account the decisions on the EMS Silver Medal (Agenda Item 9.1) the Council approved a budget of 14,000 Euro for the funding of all awards.

10. Forecast and actual state of bank account 2008

The Treasurer presented the Forecast of the Financial Accounts 2008 (**Annex XIII**). It is forecast that Income from Associate Members, Office costs and expenditures for publications will be higher than set out in the budget.

- Office costs: a major part of the increase in office costs is due to costs for furniture in the EMS Office in Berlin. DMG has initially covered all related costs, and has now asked the EMS President and the EMS Council to consider defraying the costs. Despite some reservations that such a request should have been made before the furniture was ordered, the support and pro-activeness of DMG was acknowledged and the EMS Council unanimously decided to meet the request of the DMG President and the EMS will pay 2,934.06 Euro to the DMG for expenses that occurred for the furniture.

The decisions on Awards (agenda item 9.4) and new liability insurance will also affect the accounts of 2008.

11. Membership

11.1 New Member Societies

No applications for Membership were presented.

11.2 New Associate Members

Two applications for Associate Membership were presented: by the Norwegian Meteorological Institute and the agency Wetter-Umwelt-Klima WKU, Germany.

This EMS Council welcomes the Norwegian Meteorological Institute Met.No (Resolution C112: 7:0:0) and the agency Wetter-Umwelt-Klima WKU (Resolution C113: 7:0:0) as new Associate Members.

12. Composition of Council and Council bodies

12.1 Renewal of Committee Chairs and approval of new Awards Committee member

Renewal of Committee Chairs: Committee Chairs have to be approved by Council every two years. In light of the changes to the structure and mode of operation proposed with the strategy implementation plan (Agenda item 7), the EMS President suggested to prolong the office of the chairs of the committees for Publications, Accreditation, Education and Media without further formalities and postpone this item to the 19th Council Session, where it should be discussed and decided together with the Strategy Implementation Plan.

Jan Bednar (CMeS, Czech Republic) has resigned from the Awards Committee. The Council thanked Jan for his longstanding commitment and work for the Awards Committee. The Council approved the membership of Jenni Teittinen, FMI, Finland.

12.2 Council Composition: proposal for the term 2008 - 2010

Based on inquiries by the Executive Secretary in summer 2007 and further communication a proposal for the composition of the EMS Council from autumn 2008 has been prepared (**Annex XV**).

The EMS Council acknowledged the proposal that will be put to the EMS General Assembly on 28 September 2008.

12.3 Presidency 2008 - 2011

The EMS President reported on his efforts to find a suitable candidate to succeed him as EMS President after the 19th Council Session. His proposal finds the full support of all Council representatives.

13. Collaboration

No items were presented.

14. Any Other Business

It was noted that the Education Committee Membership was misrepresented in the report from the committee. However the correct membership is published on the EMS Website at <http://www.emetsoc.org/organisation/education.php>.

The Annual Report 2007 will be published in hard copies as well as online.

Outreach Awards: Proposals were received from Norway, intended for “Outreach awards” that were discussed in connection with the strategy implementation plan. As no new awards have been formalised so far, it appears difficult to implement this already for 2008. The Awards Committee is encouraged to formulate an award acknowledging good practice in communication of science to the public and to invite proposals from all Member Societies.

15. Next Council Session

The 19th session of the EMS Council will be held at the RAI Conference Centre in Amsterdam, The Netherlands on 28 September 2008; the meeting will start at 9.30 in Room *N* on the first floor. The Council meeting will adjourn at lunch time for the EMS General Assembly and reconvene for the agenda item “Election of EMS President”.

Martina Junge
10 April 2008

ANNEX A: Resolutions 18th Session of the EMS Council

EMS Council 18
Reading, 6/7 March 2008

Resolutions:

C108 Approval Report of Treasurer
C109 Meetings Committee
C110 Terms of Reference EMS Silver Medal
C111 Laureate Silver Medal
C112 Welcome of met.no as EMS Associate Member
C113 Welcome of WKU as EMS Associate Member

Resolution C108

This EMS Council approves the report of the Treasurer.

Resolution C109

This EMS Council decides to re-establish the EMS Meetings Committee with the following membership: Horst Böttger (ECMWF) Chair
Sylvain Joffre (FMI, COST)
Pierre Bauer (SMF)
Heleen ter Pelkwijk (NVBM)
Hans Richner (SGM)
Martina Junge (ex officio).

Partners from the ECAM-IPC and the ECAC Advisory Board may be co-opted to the Committee as required from time to time to assist in the work.

The Committee has the following Guidelines:

The Meetings Committee will propose to Council the programme of future meetings, including themes, location, date, partnerships and draft budgets. In particular, the Committee should take a strategic view on what is required to develop the EMS Annual Meeting in order to further to serve the meteorological community. This may, in the long term, also include consideration of the frequency of the “Annual” Meeting and collaboration with existing established meeting programmes.

Following approval by Council on the main themes, location and dates, the Committee will have the overall responsibility for the development of individual meetings within a budget set by Council.

The Committee will act as an information resource for the EMS community and beyond. In particular, conference pages will be set up and maintained.

Resolution C110

This EMS Council approves the following Terms of Reference for the EMS Silver Medal Award:

Name of the Award

The *EMS Silver Medal*

Eligibility and Decision Process

The EMS Silver Medal is presented annually to a person who has made distinguished contributions to the development of meteorology in Europe.

The Awards committee will seek nominations from

1. individual members of the EMS Council
2. the EMS Committees
3. EMS Member Societies
4. EMS Associate Members

to the Awards Committee.

The Awards Committee develops recommendations of one or more candidates for the EMS Silver Medal for the EMS Council. The EMS Council approves a candidate on its spring meeting each year.

Award

The Laureate receives a medal that is presented during the EMS Annual Meeting. Travel expenses of the Laureate to attend the EMS Annual Meeting will be covered by the EMS (Awards budget). The Laureate is invited to give a “Silver Medal Lecture” .

Resolution C111

This EMS Council decides to award two EMS Silver Medals in 2008.

This EMS Council decides to award the EMS Silver Medal 2008 to Karin Labitzke.

This EMS Council decides to award the EMS Silver Medal 2008 to René Morin.

Resolution C112

This EMS Council welcomes the Norwegian Meteorological Institute met.no as new Associate Member. Met.no will be in the group of National and Regional Weather Services.

Resolution C113

This EMS Council welcomes the agency Wetter-Umwelt-Klima WKU as new Associate Member. WKU will be in the group of Private Service Providers.