Leiden, 2 November 2016

# Subject │ Minutes of the 10th Meeting of the Steering Group of COST Action IS1305 “European Network of e-Lexicography (ENeL)”

**Brno**

**16 September 2016, from 18h30 till 20h30 CET**

Present: Martin Everaert (Chair), Iztok Kosem (Vice-Chair), Robert Lew (WG1 Chair), Toma Tasovac (WG2 Vice-Chair), Simon Krek (WG3 Chair), Eveline Wandl-Vogt (WG4 Chair), Rute Costa (Training Schools Manager), Bob Boelhouwer (WG1 Vice-Chair), Carole Tiberius (WG3 Vice-Chair, Interim STSM Manager), Vera Hildenbrandt (WG2 Chair), Natalie Mederake (ESRF/Female Research Manager)

Absent with notice: Tanneke Schoonheim (STSM Manager), Krzysztof Nowak (WG4 Vice-Chair)

Minutes: Bob Boelhouwer (WG1).

1. Welcome and opening at 18h30
2. Adoption of the Agenda: no changes.
3. Approval of minutes and matters arising of last meeting (Skype 15 June 2016): Approved.
4. Update from the Action Chair

a) Status of Action: There have been many new applications for membership; including two from Russia. Iztok remarks that new members of the MC are not reported to him, so it is difficult to keep the project website up to date. Iztok asks whether the Russian members can join a WG. This matter has to be investigated.

It is decided that we agreed that each new application for membership will be dealt with immediately via MC e-vote.

b) Short Term Scientific Missions (STSM): Eleven applications have been approved. Four have been asked to resubmit (See Annex 1). The total costs slightly exceeds the budget.

c) Training School 2017: WG4 plans the TS-2017. Final proposal will be the result of the November meeting in Lisbon. A preliminary proposal has been submitted for the date of 7-9 June in 2017 and location Waterford Institute of Technology, Ireland. Rute complains that she has not been informed about this. Martin and Carole will contact Geoffrey Williams for more details before the Lisbon meeting. Carole has received a list of people to be invited. All information should be sent to the SG in order to decide on the budget for the TS.

1. Update from the Grant Holder: The budget for the last six month of the action is still unknown. The TS in Ireland and the Final Conference in Leiden (FC) will be in that budget period. Based on the past, Martins expects the budget to be EUR 83,000. The FC will approximately cost EUR 30,000
2. Monitoring of the Action: An increase of members and lots of STSM’s. We are doing fine.
3. Implementation of COST policies on:
4. Promotion of gender balance and Early Career Investigators (ECI): Nathalie reports that the meeting in Brno has facilities for childcare and that will also be the case for the meeting in Budapest.
5. We are doing fine. 30 countries are member.
6. Follow-up of MoU objectives:
	1. WG1: See Annex 6. Deadlines for Budapest will be changed because of the advances date (9.a).
	2. WG2: See Annex 5. Six people will certainly meet in Berlin; probably four others will join.
	3. WG3: See Annex 7. Will meet in Brno in spring 2017.
	4. WG4: Several papers were presented at EURALEX in Tbilisi. Submitted a proposal for DARIAH. Lisbon meeting will be attended by 19 people, Salamanca by a minimum of five. ?? Eveline will send an overview of the people and the program for Salamanca.

9. Scientific planning

 a) Scientific strategy (MoU objectives, GP Goals, WG tasks and deliverables)

Martin announces that Frieda Steurs (INT) is preparing a proposal to be funded by H2020 (Marie Curie Action). This proposal will be entered as coming from COST-ENeL.

 b) Action Budget Planning

See Annex 2, 3.

c) Long-term planning: Martin proposes to have a SG-Skype on planning the FC in Leiden. This conference will be aligned with E-LEX, but will be presented independently. There will not be separate WG meetings. There will also not be a call for papers; contributions will be only by invitation. At the meeting in Budapest the plans should be finalized.

 c) Long-term planning (including anticipated locations and dates of future activities).

No news. The results of the H2020 is crucial for future plans. It is not known when the decision will be made.

d) Dissemination planning (Publications and outreach activities)

The list of publications is not ready yet. Martin will ask Tanneke to look into that.

A book has been published by WG4.

It was suggested to make a group responsible for the final publication. The money for the publication is spendable until a year after the action has ended. It has to be applied for at least half a year before the action ends. In Budapest we will decide on whether to produce a final publication and to request the money.

10. Requests to join the Action from:

a) COST countries: none.

b) Institutions in Near Neighboring Countries: None

11. AOB: none

12. Location and date of next meeting

Budapest end of February.

13. Summary of SG decisions:

* Inquire about Training School (ME/CT - soon)
* new application for membership will be dealt with immediately via MC e-vote
* Inquire about budget for final six month (ME/CT - soon)
* Organize a Skype on FC in Leiden (ME – before Budapest)
* Budapest is moved to end of February 2017.
* Decide on the Final Publication (SG – at Budapest)
* Eveline will submit a WG update (EWV – soon)
* Suggest program Budapest (Chairs – before 1 Oct.).

14. Closing

ANNEXES

1. 04b STSM Request 34353 for Action IS1305.pdf (sent on 08-06-2016)

2. 05 ENeL Action Budget 2015-2016.doc (sent on 08-06-2016)

3. 05 ENeL Action Budget 2016-2017.doc (sent on 08-06-2016)

4. 09c ENeL meeting planning 2016-2017

5. [enel-sg] Progress Report WG 2 (sent on 15-09-2016)

6. [enel-sg] WG1 Report (sent on 13-9-2016)

7. [enel-sg] WG3 Progress Report & Work Plan September 2016 (sent 12-09-2016)