

**Pre-COGEOINFO (CGI/2\*) Meeting 1****Minutes****Date:** 18. October 2002**Time:** 9:30 a.m.**Location:** BGR, Hannover, Germany

**Attendees:** Werner Janoschek Secretary General IUGS (WJ)  
 Kristine Asch BGR (KA)  
 Ian Jackson BGS (IJ)  
 Max Fernandez Royal Museum for Central Africa, Belgium (MF)  
 Pieter Meijers TNO-NITG (PM)  
 Koji Wakita Geological Survey of Japan (KW)  
 Makato Saito Geological Survey of Japan (Observer)  
 Michael Kosinowski BGR Vice President (Welcome only)

**Apologies:** Marc Levine (USGS)

**1. Welcome**

Dr Kosinowski welcomed the attendees on behalf of BGR President Prof. Dr Wellmer. WJ responded on behalf of IUGS, thanked BGR and KA for organising the meeting and noted the ongoing support of BGR for IUGS.

**2. Introduction**

WJ stated that he was acting as Chairman on this occasion simply to initiate the meeting and the group, and would not be a member of the group. It was an early task of the group to appoint its own officers and identify more people to cooperate. WJ underlined that IUGS attach considerable importance to the future application of IT/IS to the geosciences and an active "COGEOINFO" group is essential. The agenda, as circulated by KA, was adopted (attached as Appendix A). IJ and KA agreed to jointly take the minutes/note actions on this occasion. Attendees introduced themselves and their affiliations.

<b>1/1</b>	<b>Produce action sheet</b>	<b>IJ+KA</b>	<b>21.10.02</b>
<b>1/2</b>	<b>Produce minutes</b>	<b>IJ+KA</b>	<b>31.10.02</b>

**3. Background/history**

WJ outlined the recent history of the "old COGEOINFO". It had failed to provide the required reports to IUGS in the last 2 years and was considered moribund. The old officers had been notified and had stepped down (with the exception of MF who would provide continuity) and new individuals had been approached following the CGMW General Assembly in Paris in January 2002. Ed de Mulder (IUGS President) had drafted initial ToRs which had been revised and circulated. WJ outlined the structure of IUGS and where the new COGEOINFO would be located, i.e. as one of IUGS's five Commissions.

MF described the old COGEOINFO and its Working Group structure. The major support for the Working Groups had come from Europe. In the mid 1990's the resourcing of the Working Groups (and thus COGEOINFO) became a major problem for many of those involved and the last meeting took place in the UK in early 2000.

Ed de Mulder had been informed in 2001 that COGEOINFO was effectively dormant. MF did however note that the link to UNESCO (through Wolfgang Eder and Robert Missoten) was still potentially a key one. The history and future of the Multi-Lingual Thesaurus (MLT) was also briefly discussed at this point.

1/3	<b>Raise possibility of new cooperation programme with UNESCO</b>	<b>WJ</b>	<b>31.12.02</b>
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#### 4. Objectives

It was agreed to treat this item initially as a brain-storming. The need for objectives of the new COGEOINFO to be realistic and achievable was stressed; the verb in the draft Terms of Reference was "stimulate" and this should be interpreted literally. This was agreed. The principle aims could be to transfer knowledge, to link existing groups and to provide a "virtual meeting room". Other objectives proposed were: to continue to manage the MLT; an outreach role, i.e. to support courses, conferences and workshops in developing countries; mapping all existing national, continental and thematic groups with similar interests; act as an enabling platform; act as a network to enable the transfer of knowledge; set up a web site to communicate information and act as a clearing house; host a session at the 2004 IGC; and; produce opinion and position papers for IUGS. These objectives were later rationalised into a hierarchy of Mission, Objectives, Tasks and Actions (see section 8 and separate paper which will be circulated by KA)

#### 5. Structure and modus operandi

To provide necessary context WJ outlined the IUGS structure and statutes, its membership, regulations and responsibilities. The IUGS Executive interpreted COGEOINFO as not dead, merely dormant and thus it could be re-started with new members. The new COGEOINFO could create sub-Commissions and Working Groups and Task Groups as it sees fit. The Modus Operandi of the new COGEOINFO was then discussed. It was agreed that an annual meeting of the members was necessary, but that the members should attempt to meet opportunistically in the margin of other meetings and conferences. E-mail would be the main means of communication. Statutes were required and there was general agreement that changes to the statutes would require a full two-thirds majority of members and that a simple majority would suffice for other decisions (the quorum was agreed to be 60% attendance).

#### 6. Members and Officers

There is a need for additional representatives from Africa, South America, Oceania, central Asia, and Canada to be identified. Only active IUGS members can be represented. WJ proposed that in the interim period before the next IGC (when COGEOINFO would be formally reactivated) that KA should Chair the group, IJ be General Secretary and MF continue as Treasurer. This was agreed. WJ asked the group to prepare draft statutes (covering membership, responsibilities etc). A web site would be a key instrument of the new group's activities and it was agreed that this could be initially contracted to the parent organisation of the Secretary General (thus BGS would host the site initially).

1/4	Provide list of active IUGS members to IJ + KA	WJ	31.10.02
1/5	Propose potential members from Canada, S. America, Africa, Oceania for short list (to KA/IJ) Re-circulate and select.	All	30.11.02
1/6	Make proposals on membership, statutes, roles, responsibilities, Modus Operandi to IUGS Executive (based on IUGS version). Workplan and proposed membership needed immediately. Draft and send members for comment first.	KA+IJ	31.12.02
1/7	Send IUGS Statutes etc to KA/IJ	WJ	31.10.02
1/8	Make costed proposal for building/maintaining web site	IJ	30.11.02
1/9	Set up new COGEOINFO web site	IJ	31.01.03

## 7. Financial issues

MF summarised the funds in the old COGEOINFO accounts (\$2172 and 1113€). WJ noted that IUGS had reserved \$3000 for the new COGEOINFO and that in addition \$5000 could be made available for projects from ICSU. Further, from February 2003 IUGS would be able to provide additional money for COGEOINFO. Plans, budgets and costed proposals were now required from the group.

1/10	Produce final financial statement for old CGI	MF	30.11.02
1/11	Produce draft and circulate budget plan (including request for new funds from IUGS)	MF+KA+IJ	31.12.02
1/12	Provide details on ICSU Block grant and transfer to CGI account	WJ	30.11.02
1/13	Produce report on how ICSU funds have been "spent"	MF+KA+IJ	31.12.02

## 8. Terms of Reference

Ed de Mulder's ToRs were agreed as best regarded as "guiding principles", as new and more appropriate ToRs would emerge from the continuing dialogue on mission and objectives. A discussion on the mission resulted in the following agreed statement:

*The mission of the new COGEOINFO (now CGI/2) is: Enable the global transfer of knowledge of geoscience information and systems.*

In the context of this mission the group discussed the objectives outlined earlier in the meeting and attempted to place them in a more structured hierarchy broken down into actions and tasks. KA agreed to work on these and produce a modified draft (separate paper to be circulated). Following a brief discussion MAGIC was proposed as the name of the new group (this choice was subsequently questioned and the name CGI/2 proposed).

## 9. Summary of Actions and Decisions

A draft action sheet was tabled at the meeting and agreed. (These actions are now included within the relevant part of the minutes).

## 10. Any other business

The MLT was discussed further and it was agreed a considered proposal was required. The need to have a CGI/2 session at the next IGC was agreed as essential

and how this might be best achieved discussed; concerns about a proposal to "take over" existing IGC sessions were expressed.

<b>1/14</b>	<b>Make costed proposal for MLT product/service/upgrade</b>	<b>PM</b>	<b>30.11.02</b>
<b>1/15</b>	<b>Write to WJ (and thus IGC organisers) proposing CGI/2 session at IGC2004 (and "absorb" currently proposed sessions (T08,T20))</b>	<b>KA+IJ</b>	<b>30.11.02</b>

## 11. Next meeting

USGS Reston was proposed as a possible venue, (the USGS had issued an invitation). The possibility of holding other meetings opportunistically in the margin of conferences (such as Slovenia 2003) was discussed and agreed.

<b>1/16</b>	<b>Clarify place and date of next meeting</b>	<b>KA+IJ</b>	<b>31.01.02</b>
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Nottingham/Hannover  
23 October 2002

*Ian Jackson*  
(Secretary General)

*Kristine Asch*  
(Chairperson)

(\* CGI/2 is the current favourite name !)

**Appendix A: Agenda**

**Pre(p) COGEOINFO Meeting  
Agenda D R A F T**

Date: 18. October 2002

Time: 9:30 a.m.

Location: BGR, Stilleweg 2, 30655 Hannover

Room: A 15

12. Welcome
13. Introduction
14. Background/history
15. Objectives
16. Structure and modus operandi
17. Members and Officers
18. Financial issues
19. Terms of Reference
20. Summary of Actions and Decisions
21. Any other business
22. Next meeting

Please acknowledge any modifications you may suggest for the agenda until 15. October. In addition, on the evening of 17. October an informal meal is planned. Please let me now if you will be able to attend.

*Kristine Asch  
Hannover, 27. September 2002*