

IUGS Commission for the Management and Application of Geoscience Information (CGI)**Council Meeting 10****Brisbane, Australia****09:00 – 19:00 11 August 2012****Notes and Actions**

Present: Kristine Asch, Chair (old) Secretary General (new) (KA)
 Ian Jackson, Secretary General (old) (IJ)
 Francois Robida, Treasurer (old), Chair (new) (FR)
 Gabriel Asato (GA)
 Peter Baumann (PB)
 Bruce Simons (BS)
 Anna Nguno (AN)
 Koji Wakita (KW)
 David Percy (DP)
 Robert Tomas Treasurer (new) (RT)
 Mike Frame (MF)
 Ollie Raymond (OR)
 Kazuhiro Miyazaki (KM)

Apologies: John Broome (JB)
 Wang Jun (WJ)
 Linda Gundersen (LG)
 Richard Hughes (RH)

1. Welcome, agenda and introductions

KA welcomed existing and new attendees. Brief introductions were made. Apologies/absences were discussed. In the light of RH's failure to attend this first meeting and recognising CGI protocol Council agreed that the new Chair would send the standard email reminding him of his obligations.

Action 10/1	<i>Send standard emails to WJ and AN explaining the commitment to attend Council meetings</i>	<i>KA, FR</i>	<i>Taken over by events, both are notmembers of the new Council</i>
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2. Notes of last Council meeting (Edinburgh 2011)

No comments had been received on the draft and the notes were approved.

Actions from last Council meeting**3.**

Actions were reviewed and progress discussed. Many had not been discharged; it was agreed that with few exceptions the performance of the whole of Council in the last year had not been as active as previous years and there was scope for improvement. A small number of actions were regarded as still relevant and are re-numbered below.

Action 10/2 (9/4)	<i>Create list of CGI alliances and make available to CGI website</i>	<i>IJ</i>	<i>30 September</i>
Action 10/3 (9/5)	<i>Produce a list of countries needing courses in S America and outline the core needs of such courses</i>	<i>GA</i>	<i>30 September</i>

4. Chair's update, including IUGS issues

KA summarised CGI issues, including work in Africa (Giraf), contact with the IUGS Executive and in particular the sanctioning of arrangements for existing members of Council to stay on for additional terms. Lack of contact by the YES network was also touched on.

Action 10/4	Contact YES Network and attempt to re-establish active collaboration	New Chair FR	30 September
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5. Treasurer's Report

FR summarised his financial report and responded to questions from new Council members about the way the funds may be used.

6. Progress against 2008-2012 Action Plan (and potential new initiatives)

This item was taken later in the agenda (by the new Council)

7. Working Groups**Multi Lingual Thesaurus**

The position of this group was discussed and clarified. Council had already agreed in Edinburgh that it would cease functioning and be merged with the IWG. The report submitted by the "MLT group" was therefore regarded as invalid and not accepted.

Interoperability

J Laxton had a report on activity. It was agreed that the IWG should be formally congratulated on their superb efforts and achievements over the period of Council.

Action 10/5	Remind Joachim Gersemann that the "MLT group" has been terminated and has no formal status within CGI/IUGS	New chair FR	ASAP
Action 10/6	Send letter expressing thanks and appreciation to IWG for their progress in 2009/10.	BS	done

8. Regional Reports

Brief oral reports were provided by each regional representative at Council

Action 10/7	Pass link for African SDI to AN	??	30 September
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9. INSPIRE, CoDATA, OneGeology, IGC34 plans

In order to save as much time as possible for prospective discussions by the new Council these items were kept very brief.

Action 10/8	Member of new Council to take responsibility for link with CoData (contact J Broome)	New Sec. Gen. KA	30 Sept
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Action 10/9	Send emails thanking OneGeology and IGC34 teams for their support and achievements	New Chair FR	30 Sept
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9. Handover to new Council

KA thanked the departing members of Council (KW, BS, AN, IJ, JB, LG, WJ) for their contributions and the new Council formally took over

10. New CGI Council – agreement of roles and officers (Chair, Sec General, Treasurer)

KA welcomed the new Council, introduced the way how the CGI and the CGI Council works and showed the structure of the CGI: Council, Working and Task Groups, Regional groups.

The Council agreed the new CGI officers to be :

Chair – Francois Robida

Secretary General – Kristine Asch

Treasurer – Robert Tomas

Action 10/10	Discuss with IJ CGI secretariat issues and transfer material	KA, IJ	done
Action 10/11	Discuss with FR former Treasurer financial administration of CGI issues	RT, FR	ASAP
Action 10/12	Send new exec list to IUGS secretariat and Executive	KA	done

The role of the regional coordinators was discussed

Decision – Designate Regional coordinators to initiate CGI related activities (e.g. Workshops), coordinate and reporting of all of the activities in that particular region.

Coordinators:

- Asia KM
- South America GA
- Oceania OR
- Africa KA (as long as there is no African Council member)
- Europe no need yet?
- North America: MF and/or DP?

Regional responsibilities may include:

- Organize workshops, seminars, conferences, courses
- Web site updates
- Mailing list operation
- Coordination of activities
- “Some basic needs” and optional for various regions
- Compose and send to Sec. & Chair

Action 10/13	Strengthen North America Regional Group – need to establish it, organize workshop, etc. (i.e. Percy has some ideas/plans for hosting meeting. USGS will need to provide some support for this activity.).	PP, MF	30 Sept
Action 10/14	Draft strategy paper for CGI Membership.	OR	30. September
Action 10/15	Redo ppt diagram-of how CGI works	KA	30. September
Action 10/16	Draft a paper about regional responsibilities and send to KA and FR	MF	30. September
Action 10/17	Send out invitation to fill free Council spaces to CGI members (with remark that representatives from regions not yet represented are preferred	KA	30. September

11. CGI Action Plan and modus operandi for 2012 - 2016

FR introduced the issue of the CGI action plan for the next four years. Each Council member presented their views and ideas which were discussed and several issues relevant for future CGI actions were raised. This comprised of the need of a CGI content master, a CGI secretariat, the MOU with the OGC, the need for

GIRAF to have a formal status in order to participate in e.g. EU or World Bank projects, the relations with the ICS and web-enablement of the ISC and the funding of future activities of the CGI,

Decision: OR to be content web master of the CGI.

Decision: GA (OR) to take over CGI secretariat if RH declines. (notice by KA in Sept. 2013: BGR /KA agreed to take over CGI secretariat due to practical reasons)

Action 10/16	All send slides of future of CGI to KA	All	15. September
Action 10/17	Go through the three slides and capture issues not discussed or outlines	KA	30. September
Action 10/18	Address to bring in Russians to the vocabularies working group	OR	30. September
Action 10/19	Review MOU with OGC with tech working group	OR	By next week
Action 10/20	Validate and finish MOU with OGC Council and forward it to the IUGS executive (FR)	All, FR	30. September
Action 10/21	Write to Ian Lambert to give GIRAF a statement by the IUGS	KA	30. September
Action 10/22	formal request to Stan Finney to give the name of technical contact in the ISC to web-enable the ISC, in order to be put in contact with Steve Richard/Simon Cox	KA	30. September Done
Action 10/23	Forward to GA possibilities to fund workshops in South America	MF	30. September
Action 10/24	Send requests for Financing CGI activities to FR and KA	All	30. October
Action 10/25	Draft email/letter of thanks to Kathryn Bull to have taken care so well of the web site the last 8 years	FR	30. September
Action 10/26	Ask RH if he is willing to continue hosting the web site	KA	30. September done

If RH would not be willing to continue hosting the web site OR (GA) is offering to take the task.

FR had to leave due to catch his plane and transferred temporal chairmanship to KA. MF took notes.

12. Slot for any invited guest items (e.g. IUGS Executive or YES Network representatives)

The item of IGSN (International GeoSample Number, Kerstin Lehnert) was shortly risen but postponed to be discussed by email and the No items were raised due to short time.

Action 10/27	Send material about IGSN to Council and discuss	FR, KA	ASAP
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13. Any other business

Organizational issues were discussed. So it was suggested that teleconferences possibly all 3 months to be organized by FR or RT.

Action 10/28	Send "the letter", i.e. a letter that the attendance of the annual CGI Council meetings is essential for the functioning and non-attendance of two meetings without serious reasons will result in emission form the Council of the CGI and that to Richard Hughes	FR	September
Action 10/29	CV and picture of new members to Ollie	all	30. September
Action 10/30	Organize telecons all 3 month and/or when necessary	FR, RT	continuously
Action 10/31	Recognition letter – draft GA, FR to send it	GA, FR	30 September
Action 10/32	Initiate Google group managing mailings	PB	done
Action 10/33	Collate texts and information to be changed on CGI web site to OR - Send to Ollie "immediate changes"	ALL	continuously

14. Resume of all actions

KA briefly resumed all actions which will be sent out with the minutes of the entire meeting

Action 10/34	Write minutes and send out	IJ, KA	17. September Done as draft
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15. Date and place of next meeting

Meeting locations for next year were discussed (September 2012, Ghana at GIRAF Workshop, St. Petersburg, ...?). Due to the growing tasks of the CGI it was strongly suggested that the annual Council meetings should last at least 1,5 days, if not two days.

Action 10/35	Send to KA suggestions for meeting place next year	All	30. September
Action 10/36	Doodle for next meeting for next year in summer	KA	30. October

November 2012,

*Ian Jackson and Kristine Asch
supported by Mike Frame*