



**General meeting of ESPC, Papendal, the Netherlands, 11 June, 2009.**

1	The present Chairman, Helena Mäkinen opens the meeting and welcomes all participants. George Havenith is appointed as secretary to take minutes.
2	Minutes of the previous meeting: These are accepted. The action point regarding creating of a website has been concluded. Niels Bogerd is thanked for his efforts on this point.
3	The chairman shows the list of current board members. A new board will be proposed later in the meeting.
4	<p>Past and Future activities:</p> <p>-The journal JOSE has after previous conferences produced special issues with selected papers. It is proposed that after this conference another special issue will be published. Participants are encouraged to submit their papers to Emiel den Hartog (conference organiser) for considerations before September 10. Papers will be refereed as a normal Journal paper for quality assurance. In case more papers are accepted than find place in the special issue, these will be published on normal issues of the Journal.</p> <p>-Holmér proposes that a liaison of ESPC with the European Union is appointed, in response to the presentation by Dick Hendriks. Holmér will follow this up.</p>
5	<p>Proposal for new board:</p> <p>The present board made proposal for the new board:</p> <ul style="list-style-type: none"> <li>Kalev Kuklane – Lund Technical University – Sweden</li> <li>George Havenith – Loughborough University – UK</li> <li>Peter Heffels – Bau BG – Germany</li> <li>Hilde Faerevik– Sintef – Norway</li> <li>René Rossi – EMPA – Switzerland</li> <li>Helmut Eichinger – Dupont – Switzerland</li> <li>Grazyna Bartkowiak – CIOP – Poland</li> <li>Emiel den Hartog – TNO – The Netherlands</li> <li>Henk Vanhoutte, ESF – Belgium</li> <li>Helena Mäkinen – FIOH – Finland</li> <li>Jean Leonard, CENTEXBEL, Belgium</li> <li>Miriam Martinez Albert, Aitex, Spain</li> </ul> <p>Liaison persons:</p> <ul style="list-style-type: none"> <li>R. Barker NC State University, USA</li> <li>Eunae Kim, Yonsei University, SKR</li> </ul> <p>The Chairman presents a proposal for the composition of the new board. Board members should be active, and hence inactive board members should step down. A proposal is made to appoint liaisons for the USA (Roger Barker) and the far east (Eunae</p>

	<p>Kim). Den Hartog proposes to add Dick Hendriks as industry liaison, but the meeting thought that he would be too busy. He will be asked however to put forward a person (Action den Hartog).</p> <p>Action on current board members to look for new members in non-participating countries.</p> <p>Kuklane proposes to appoint Niels Bogerd as webmaster for ESPC.</p> <p>The board proposal is accepted by the participants.</p> <p>The new Chairman will be chosen at the meeting of the new board.</p> <p>[At the board meeting, Helena Mäkinen was chosen as chair for the coming 3 years.]</p>
6	<p>Other business</p> <p>-A. Shaw suggests that at future meetings more oral sessions (maybe parallel) should take place as having an oral presentation helps people when they ask their institutions for permission/funding to attend.</p> <p>-Cost: several comments were made on cost of the meeting. The Chairman explained that the cost of the present meeting was in effect less than it seemed, as it included ALL other expenses for meals etc. Nevertheless future organisers were encouraged to look at cost saving options.</p> <p>-Information distribution: The spread of info on the meeting should be improved. This could be done by liaising with other organisations as ASTM (Shaw), EU platforms and industry.</p> <p>-It was suggested that links/combinations with other meetings could be investigated (end users/manufacturers).</p>
7	<p>Place of next conference and meeting: Three proposals are put forward:</p> <p>Spain (AITEX) Finland (Finnish Institute of Occupational Health) UK (Loughborough University)</p> <p>All proposing organisations are requested to submit a more extensive proposal to the board before end of September.</p> <p>Time of next meeting: proposed is 2<sup>nd</sup> quarter 2012.</p>
8	<p>Closing: The Chairman closed the meeting at 6 PM, and thanks the present organisers and all participants.</p>