

THE COGAIN ASSOCIATION

MINUTES

Date: 3.9.2008
Time: from 9 am to 10 am
Place: Hotel Diplomat
Evropská 15
Praha 6, 160 41
Czech Republic

FOUNDING MEETING OF THE COGAIN ASSOCIATION

List of issues on the Agenda

1. Opening of the meeting
2. Choosing the Chair and the Secretary for the meeting
3. Statutes presented and approved one by one and as a whole
4. Electing the Management Board
5. Electing the Auditor
6. Signing the statutes
7. Size of the membership fee and time of payment
8. Budget for approval
9. Closing of the meeting

1. OPENING OF THE MEETING

The following persons were present:

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|---------------------------------|---------------------------------|
| Stina Boedeker | University of Tampere |
| Bjarne K. Ersboell | Technical University of Denmark |
| John Paulin Hansen | IT University of Copenhagen |
| Päivi Majaranta | University of Tampere |
| Roger Henriksson | Tobii Technology AB |
| Dan Witzner Hansen | IT University of Copenhagen |
| Eva Holmqvist | SU-DART, Sweden |
| Margret Buchholz | SU-DART, Sweden |
| Laura Armitage | Marjorie McClure School |
| Theresa Lewis | Marjorie McClure School |
| Donatas Dervinis | Siauliai University |
| Vytautas Vysniauskas | Siauliai University |
| Cudel Christophe | University of Haute Alsace |
| Bernet Sacka | University of Haute Alsace |
| Nerijus Ramanauskas | Siauliai University |
| Gintautas Daunys | Siauliai University |
| Howell Istance | De Montfort University |
| Aulikki Hyrskykari | University of Tampere |
| Zdena Faltynkova | Centrum Paraple |
| Alevia Kyselova | Centrum Paraple |
| Zuzana Korbelova | Centrum Paraple |
| Luis Filipe de Costa Figueiredo | Instituto Politecnico Guarda |
| Ana Gomes | Eskola Infante d'Henrique |
| Libuse Celedova | Molsa |
| Rostislav Cevla | Molsa |
| Alastair Gale | Loughborough University |
| Emilie Mollenbach | Loughborough University |
| Petr Novak | CTU Prague |
| Olga Stepankova | CTU Prague |
| Valentina Pasian | Politecnico di Torino |
| Emiliano Castellina | Politecnico di Torino |
| Fulvio Corno | Politecnico di Torino |
| Sebastien Vermandel | Metrovision |
| Simon Judge | Barnsley AT |
| Henrik Skovsgaard | IT University of Copenhagen |
| Javier San Agustin | IT University of Copenhagen |
| Arantxa Villanueva | Public University of Navarra |
| Detlev Droege | University of Koblenz-Landau |
| Michael Heubner | TU-Dresden |
| Fiona Mulvey | TU-Dresden |

Dixon Cleveland
Maryanne McPhee
Zoe Robertson
Mick Donegan
Sara Cotmore
Kari-Jouko Riih 

LC Technologies, Inc.
Calvary Health Care Betlehem
Barnsley AT team
ACE Centre
ACE Centre
University of Tampere

2. CHOOSING THE CHAIR AND THE SECRETARY FOR THE MEETING

Bjarne Ersboell was chosen as the Chair and Stina Boedeker the Secretary for the meeting.

Bjarne explained that The COGAIN Association is intended to be a sustainable activity to last after the EU-NoE COGAIN has terminated. He further explained that the association was proposed to be legally based in Denmark and that it is a constitutional right for all Danes to found an Association for basically any legal purpose. He then explained the procedure of founding a Danish association: first the statutes are presented one-by-one, and the wording of each is approved by itself. Finally the statutes are approved as a whole. After signing of the statutes the association as such exists.

3. STATUTES PRESENTED AND APPROVED ONE BY ONE AND AS A WHOLE

The statutes were presented one by one and all the items on the statutes except item 9.1 were approved one by one as such.

Regarding the item 9.1 of the statutes: “The organization of the Conference may be delegated to an Organization Chair by the GA. The budget of the Conference is approved by the MB.” the meeting decided to add the following: “*for presentation to the GA.*”

After the addition, item 9.1 of the statutes was approved.

Finally, the statutes were approved as a whole and the chairman declared that The COGAIN Association now had come into existence.

4. ELECTING THE MANAGEMENT BOARD

The members of the Management Board were elected. They are as below:

| | |
|---------------------|--------------------|
| President | Bjarne Ersboell |
| Vice President | John Paulin Hansen |
| Secretary-Treasurer | Stina Boedeker |
| Organization Chair | Fiona Mulvey |
| Portal Editor | Päivi Majaranta |

The three substitute members to Management Board were elected

| | |
|------------------|------------------|
| Substitute one | Roger Henriksson |
| Substitute two | Olga Stepankova |
| Substitute three | Howell Istance |

5. ELECTING THE AUDITOR

Gintautas Daunys was elected to be the Auditor.

6. SIGNING THE STATUTES

All the participants were given the opportunity to sign the statutes, and a large part of them did. They were told that a signature does not mean joining the COGAIN Association yet, but a separate application is needed to become a member. Joining can be done by filling in the application in the conference package and by paying the membership fee in cash to COGAIN Office during the Camp. After the Camp a person or an organization can join according to instructions available on the web at www.cogain.org/association. The approved statutes are appendix 1 of the minutes.

7. SIZE OF THE MEMBERSHIP FEE AND TIME OF PAYMENT

The size of the annual membership fee was decided to be 10 euros for an individual member and 100 euros per organizational member. The membership fees should be paid before the end of September..

8. BUDGET FOR APPROVAL

Income

| | |
|--------------------------|--------|
| Membership fees | |
| 50 persons at 10 € | 500 € |
| 10 institutions at 100 € | 1000 € |
| Total | 1500 € |

Expenses

| | |
|------------------------|-------|
| Miscellaneous expenses | 200 € |
|------------------------|-------|

The budget was approved.

9. CLOSING OF THE MEETING

The meeting was closed at 10.15 am.

| | | |
|-----------|---------------------|------------------|
| Name | Bjarne Ersboell | Stina Boedeker |
| Function | Chair | Secretary |
| Signature | _____ | _____ |
| Date | ___/09/2008 | ___/09/2008 |
| Place | Copenhagen, Denmark | Tampere, Finland |