

**Minutes of the kick-off meeting**  
**COST Action BM1005**  
**Gasotransmitters: from basic science to therapeutic applications (ENOG:**  
**European Network on Gasotransmitters)**

**6 May 2011, COST Office, Brussels**

## **1. Welcome**

The participants were welcomed by Mr. Matteo Razzanelli, COST Office Science Officer. Mr. Razzanelli announced he would chair the first part of the meeting up to agenda item 8. From agenda item 9 on, the chair of the meeting would be passed on to the newly elected Chair of the Management Committee.

## **2. Adoption of the agenda**

The draft agenda for the kick-off meeting was adopted (Annex 1).

## **3. Status of the COST Action**

CSO Approval: 2/12/2010

Entry into force: 20/01/2011

End of Action: 05/05/2015

Total number of accepting Parties at date: 15

Total number of parties intending to accept: 1

## **4. Presentation of the delegations**

The delegates presented themselves in a “tour de table”. (Annex 2)

## **5. General information on COST mechanism and the Annual Grant Scheme**

Mr. Razzanelli gave a presentation (Annex 3) on the COST mechanism, introducing the general framework created to promote scientific and technical co-operation in Europe. Delegates were shown where to find relevant information on the COST website, available at: <http://www.cost.eu>.

Delegates were also informed about the principles, requirements and procedures related to the administration of COST Actions and Action grants as well as about reimbursement rules. The following relevant documents can be found at the official COST website at <http://www.cost.eu/guidelines> :

- Rules and procedures for implementing COST Actions (COST doc. 4159/10)
- COST Vademecum (Part B) – Grant System

- Progress Report and Final Report templates

## **6. Agreement on the internal rules of procedure for the Management Committee of the COST Action**

The Rules of Procedure for the Management Committee (Annex 4) were discussed and agreed upon.

## **7. Election of the Chair and Vice-Chair of the Management Committee**

Prof. Andreas Papapetropoulos (Greece) was elected Chair.

Dr. Adrian Hobbs (United Kingdom) was elected as Vice Chair.

## **8. Election of the Grant Holder Institution & 2 Financial Rapporteurs**

Grant-holder: the University of Patras (Greece) was selected as Grant Holder for the Action.

Prof. Giuseppe Cirino (Italy) and Prof. Peter Brouckaert (Belgium) volunteered for the role of Action Financial Rapporteurs, with unanimous approval from the Management Committee.

Mr. Razzanelli informed the Management Committee and the newly elected Chair and Vice-Chair of the content of point 1.3 (f) of the COST Vademecum, which states:

*f) The Grant Holder shall execute activities only based on MC decisions. All financial payments need explicit approval from the MC Chair acting on behalf of the MC, taking into consideration the principles of conflict of interest, notably in case the institution of the MC Chair is the Grant Holder (i.e. the Vice-Chair shall represent the related COST Action from a financial point of view).*

The Management Committee and the newly appointed Chair and Vice-Chair acknowledged the application of this clause in the case of Action BM1005, as long as the institution of the Chair acts as Grant Holder for the Action.

Mr. Razzanelli passed the chairmanship of the meeting to Prof. Andreas Papapetropoulos.

## **9. Workplan for the implementation of the COST Action**

The Chair Prof. Andreas Papapetropoulos took over the chairmanship of the meeting.

### *a. Objectives and working programme*

The Chair presented an outline of the Action and its main Objectives.

NOTED that four Working Groups were proposed in the Action.

RESOLVED that the grant period would start in July 2011.

RESOLVED that a Workshop and Management Committee meeting would be held on 19 and 20 January 2012 in Madrid. The Workshop would be an opportunity for

participants to present their research interests more fully to colleagues within the context of the Action.

RESOLVED that four Working Group meetings and a Management Committee meeting would be held on 1 June 2012 in Frankfurt, aligned with the European Meeting for Vascular Biology and Medicine. A possible model would be Working Groups 1 and 2 running parallel in the morning and Working Groups 3 and 4 running parallel in the afternoon, followed by the Management Committee meeting.

ACTIONS Professor Lamas to arrange a venue for the meeting in Madrid. Professor Fleming to arrange venues for the meetings in Frankfurt.

*b. Distribution of tasks*

Participants indicated their preferred affiliations to two of the four Working Groups (list attached)

RESOLVED, by unanimous vote, that Working Group leaders would be:

Ingrid Fleming, Working Group 1;  
Harald Schmidt, Working Group 2;  
Giuseppe Cirino, Working Group 3;  
Peter Brouckaert, Working Group 4.

## **10. Budget Plan**

NOTED that the total budget for the first year of the Action was 60,000 €

RESOLVED that in addition to a Workshop, Working Group meetings and Management Committee meetings in the first year, the Action would support approximately four Short-term Scientific Missions to a total value of 13,000 € (budget plan attached). There would be no deadlines for submission of applications. The STSMs applications will be submitted by researchers/students/post-docs online using the COST website and the 4 WG leads plus the Chair will act as coordinators for assessment of applications.

## **11. Date of Next Meeting**

The next meeting of the Management Committee would be held in Madrid on 20 January 2012 (time and venue to be confirmed).

## **12. Any Other Business**

There was no other business and the meeting closed at 14.15.