

## Draft Agenda

Management Committee Meeting, combined with WG workshops

### **COST Action TD0804**

Soundscape of European Cities and Landscapes  
(room to be confirmed)

VITORIA-GASTEIZ, Spain

Monday, 19 Nov 2012, 17:00-20:00pm

0. Welcome to participants
1. Adoption of agenda
2. Previous MC meeting and workshops
3. Matters arising
4. Report from the COST Office
  - News from the COST Office
  - Status of Action, including participating countries
  - Budget status, budget planning and allocation process
5. Report from Rapporteur: Hanna Kalenoja
6. Progress report by MC Chair
  - Recent activities (Nantes Workshop, Brighton Workshop, training school)
  - Budget and budget management
  - Memberships
  - Chair meeting in July 2012
  - Other management issues
7. Report on recent/planned activities
  - Nantes Workshop (Daniele and Catherine)
  - Brighton Workshop (Lisa)
  - Training School (Klaus)
  - Exhibition (Lisa)
  - STSM
  - Other activities
8. Progress report of working groups
  - Memberships
  - Activities
- 9. Action plan for the final conference**
10. Publications, dissemination and outreach activities [OUTCOMES]
11. Promotion of gender balance and of Early Stage Researchers (ESR)
12. AOB
13. Closing

Dinner (time to be confirmed)