



European Group of Institutes of Navigation

Established in 1997

EUGIN Council & Assembly

May 09, 2017, 14:00-15:30

EPFL, room CO 216

Lausanne, Switzerland

Minutes of Meeting

– List of participants

Bertrand Merminod	EUGIN Chairman, ION-CH President
Urs Wild	ION-CH
Heinz Wipf	ION-CH
Pierre Bouniol	EUGIN Treasurer, IFN President
Børje Forssell	NNF
Bertram Arbesser-Rastburg	OVN President
Krzysztof Czaplewski	PNF President
Hermann Rohling	DGON President
Simon Gaskin	RIN
Bart Banning	NIN President
Tom Willems	NIN Treasurer (meeting rapporteur)
Salvatore Gaglione	IIN

- The President opened the meeting at 14:00 and welcomed all participants. He regrets that no representative of the Spanish institute was able to join the meeting.
- The President proposed to combine the Council and Assembly meetings. No objections were raised.

1. Nomination of a Secretary or Rapporteur

Tom Willems was found willing to act as Rapporteur. In addition, he agrees to act as the Secretary of EUGIN. The President is thankful that he is willing to fill up this duty which was vacant for some time.

2. Minutes of previous meeting

The previous EUGIN Council & Assembly meeting was held in Helsinki on May 30, 2016. Meeting minutes were sent by email and printed versions were available.

Regarding the section 'Postal address of EUGIN', Tom Willems asked to change the last paragraph from 'The participants agreed to transfer the EUGIN Registered Office to the address of Tom Willems' to 'The Council decides to transfer the EUGIN Registered Office to the address of Tom Willems (NIN Treasurer), Veeweidestraat 9, 3300 Tienen, BELGIUM'. This is because an extract of the Meeting Minutes is needed to officially change the address. Therefore the text should be explicit and contain the new address. No objections were raised.

Krzysztof Czaplewski said that changing the address of EUGIN has been a problem for a long time. He said that it normally requires changing the Articles of EUGIN, which is expensive. On the other hand it is important to have the problem solved: a working address should be known by the tax office in Belgium.

Tom Willems indicated that the process to change the address is not very clear. Due to the legal status of EUGIN, it might require the intervention of a notary. He will investigate further. It may be possible for approx. €200 if a notary does not need to be involved. The President suggested to go ahead as long as the cost does not exceed €500. If the process is more expensive, the President will consult the Council before proceeding further. No objections were raised.

No other comments on the Meeting Minutes were raised. The Meeting Minutes of the Helsinki meeting, updated with the rewording proposed above, were approved.

3. Publications

ION-CH has pursued a similar agreement with IEEE initiated for ENC 2016 by the NNF.

There is a scientific track and an industry track. The papers of the scientific track go through a full review and are published on IEEE Xplore. The copyright of these papers is transferred to IEEE. Publication on Xplore is attractive for young authors who need to publish in recognised environments. On the other hand, these paper cannot be published in EJM later. The papers of the industry track do not go to IEEE. Relevant papers of this type could be published in EJM.

For the next conferences (ENC 2018-2020), Børje Forssell, Krzysztof Czaplewski and Hermann Rohling confirm that the cooperation with IEEE Xplore will be continued.

Krzysztof Czaplewski noted that publication on IEEE Xplore also means that, after the conference, these papers are no longer freely accessible. This reduces the number of people who will read the ENC papers, which is not a good situation in his opinion.

Hermann Rohling: Working with IEEE Xplore was free in the past but this is no longer the case. Unfortunately, the IEEE has become more commercial in this respect.

The President confirmed that it costs a few thousand euros and it is quite a lot of effort to perform the work and comply with all requirements. For ENC 2017 there was another company in between to manage it.

Simon Gaskin: RIN is also considering its options regarding Proceedings, among others for the IAIN 2021 Congress. RIN may cooperate with Cambridge University Press, with the copyright of the papers remaining with RIN under this agreement.

Heinz Wipf, also chair of the Swiss Chapter of the IEEE Aerospace and Electronic Systems Society, commented that the compromise of the current conference (with separate scientific and industry tracks) is quite good. Publication in IEEE Xplore requires a lot of checklists and so on, but once it works, it works. The cooperation with IEEE also generated publicity for the conference.

Bertram Arbesser-Rastburg: It is possible to negotiate a special MoU with IEEE about publishing proceedings. Several organisations have managed to rewrite the MoU, with copyright not automatically going with IEEE. So negotiation is possible.

Further discussion about the European Journal of Navigation continued in a separate meeting after the EUGIN Council & Assembly.

4. Exchange of booth with ION-GNSS+

In Portland OR, ION-CH was allocated a space to promote ENC 2017. Here, at ENC 2017, two delegates of ION-US will occupy a booth. In fact, after the number of table top display spaces at ENC 2017 was extended, one empty space remained which was kindly offered to ION-US. ION-US was also very helpful in providing contacts for inviting people from the GPS program.

5. Permanent Secretariat

This agenda item was discussed under Item 1 - Nomination of a Secretary or Rapporteur.

6. Postal address of EUGIN

This agenda item was discussed under Item 2 - Minutes of previous meeting.

7. Reduced rate at ENC for delegates from EUGIN member institutes

It is important that each Institute is represented at ENC each year. In Helsinki, it was agreed that at least one delegate of each EUGIN member institute should be able to register with a 50% reduced rate.

ION-CH has offered a 50% reduction for one delegate per member institute. This reduction was also valid for the Early Bird rate. This issue has not raised any controversy. The US and the Czech institutes were offered the same conditions.

Børje Forssell suggested to invite the Czech Institute to become a member of EUGIN. The President will invite them to join.

8. Financial Affairs

Pierre Bouniol made a report on the financial situation.

There have been few transactions in 2016: webhosting costs and bank charges. Unfortunately, EUGIN has also been targeted by a cybercriminal who impersonated (by e-mail) as the President and asked the Treasurer to transfer an amount of approx. €4600. The Treasurer, acting in good faith, performed the transfer but it then quickly became clear that the e-mail was fake. The Treasurer was in time to block the transaction with the bank, but then the bank made a mistake by still processing the transaction. There is good hope to recover the money. The next step is for the Treasurer to file a complaint with the French Police.

On 31/12/2016, the balance of the EUGIN account was €4960.45. The detailed financial report will be distributed after the meeting.

Regarding the expenses for 2017, so far, one expense was processed (regarding webhosting, approx. €90). On the income side, EUGIN's share (10%) of profit from ENC 2017 may appear, if any.

The balance sheet of ENC 2016 (Helsinki) closed with a loss of roughly €5000, hence there was no benefit share for EUGIN. For ENC 2017, the President said that the financial situation looks balanced, so it is not excluded that there will be a profit. He noted that EPFL has benefited from strongly discounted rates for the conference centre, but in exchange part of the profit must be shared with the conference centre. A financial statement will be distributed after the conference.

9. ENC 2018

Unfortunately Heidi Kuusniemi and Jan Johansson were not able to join the meeting. Børje Forssell reported on their behalf that all preparations are going well. ENC 2018 will be held during the week of May 15-17 in Gothenburg at the Chalmers University of Technology. There will be a presentation about ENC 2018 during the Closing Ceremony on Friday.

Bertram Arbesser-Rastburg said that we should avoid an overlap with other events, like this year with the Baska GNSS Conference organised by the Croatian Branch of RIN.

Simon Gaskin said that the Baska GNSS Conference normally starts the first weekend of May. This means that there should be no overlap in 2018, but the dates for 2018 will be decided this week. The President will contact them to ask about the schedule.

Børje Forssell suggested to invite Croatia to become a member of EUGIN. The President agrees and will take action. Simon Gaskin remarked that they are currently a branch of the RIN.

10. ENC 2019

Krzysztof Czaplewski gave an update regarding ENC 2019, which will be held from April 9 to 12 in Warsaw at the Novotel Warszawa Centrum Hotel. A website is available:

<http://enc2019.eu/>. All preparations are going according to plan. Leaflets with the first announcement were available for distribution.

11. ENC 2020

Hermann Rohling gave a presentation about ENC 2020, which will be organised by DGON from May 11 to 14 at the International Congress Center in Dresden. He also showed an overview of the ENC conference locations over the past years.

12. Subsequent ENC

The President received expressions of interest from several cities, but none from member institutes. He suggests to pre-allocate a destination no more than 3 years in advance and to confirm it no more than 2 years in advance. Hence he suggests that 2021 should be left open until 2018.

Bertram Arbesser-Rastburg: Two years in advance is probably sufficient to arrange conference facilities, because of the size of ENC (about 300 participants). On the other hand, to avoid date clashes with other events, earlier is better so that others need to adapt. So there is nothing wrong with a long-term planning.

Hermann Rohling: The organising country should be identified sufficiently long in advance to leave enough time to find a suitable location. During the ENC 2020 preparations, he noticed that many facilities were already booked beyond 2020.

The President noted that from the past an implicit cycle of 10 years can be seen, after which ENC returns to the same institute.

Krzysztof Czaplewski suggested to plan 5-6 years in advance, but to only advertise the locations a few years in advance.

Regarding the 10 year cycle, Simon Gaskin noted that an Institute may not be able to organise ENC in a particular year. For example, RIN is organising the IAIN 2021 conference so it would likely not be possible for RIN to organise ENC the same year.

The President suggested to think about ENC 2021 for the moment and discuss further in 2018. At the meeting there were no expressions of interest for ENC 2021.

13. Website

The President regrets not having been able to take care of the website over the past year. Krzysztof Czaplewski said that he is willing to add any information to the website, and invites everybody to provide information. He also noted that EUGIN Presidents can log in to the website to access the EUGIN archives containing many documents. This is a useful feature.

Bertram Arbesser-Rastburg noted that any web representation with old information gives a very negative image.

Simon Gaskin: IAIN works with a webmaster who is paid an allowance per year. Their webmaster is quite busy with frequent updates posted on the website. The advantage of paying is that one can expect a certain standard of service.

Tom Willems: It is sufficient if the website is rather static with basic information about EUGIN (its members, Statutes, ENC conferences, etc.). It does not need to be updated regularly with the latest navigation news. There are numerous other sites containing navigation news and we should not spend effort competing with these.

The President noted that, at the very minimum, the information on the future ENC conferences should be kept up to date on the website.

Bertram Arbesser-Rastburg noted that EUGIN members should check their information on the website and suggest corrections because some information seems to be out of date.

The President proposed and all participants agreed to elect Krzysztof Czaplewski as webmaster. The President thanked Krzysztof Czaplewski for his continued efforts for the website. He urged everybody to provide information for the website.

- At 15:30, the Chairman closed the meeting with thanks to all participants for their attendance and contributions.

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