

EU-SOLARIS

Second General Assembly Meeting

MINUTES

15 JUNE, 2023

REMOTE
EU-SOLARIS ERIC Hub
Almería (SPAIN)

MEETING CALLED BY	Ana ARICHA (MCIN) Spanish Ministry of Science and Innovation (MCIN)
CHAIR PERSON/HOST	Ana ARICHA (MCIN)
MINUTE TAKER	Diego MARTINEZ (EU-SOLARIS ERIC)
ATTENDEES	<p>FULL MEMBERS:</p> <ul style="list-style-type: none"> - SPAIN: Ana ARICHA (MCIN), Julián BLANCO (PSA-CIEMAT) - GERMANY: Tarik SCHWARZER (FZ-JUELICH), Manuel BLANCO (DLR) - CYPRUS: Marios GEORGIU (CYI) - FRANCE: Gilles FLAMANT (CNRS), Xavier MONTAGNE (French Ministry of Higher Education and Research) <p>OBSERVERS:</p> <ul style="list-style-type: none"> - PORTUGAL: João CARDOSO (LNEG), Diogo CANAVARRO (UEVORA) (partially) <p>Diego MARTINEZ (EU-SOLARIS ERIC, Managing Director and GA Secretary)</p>
ABSENT	Christos Aspris (Deputy Ministry of Research, Innovation and Digital Policy, CYPRUS)
RELATED MEETING FILES	<p>Annex 1: Agenda of the meeting</p> <p>Annex 2: Presentation by the MD</p> <p>Annex 3: Minutes of GA meeting held on 12 January, 2023</p> <p>Annex 4: Summary report of E-mail Votes since First GA Meeting</p> <p>Annex 5: Draft call for an ERIC-funded internal project</p> <p>Annex 6: Draft profile for hiring a Project Manager</p> <p>All other documents referred to in these minutes are available in the Intranet of the EU-SOLARIS ERIC's website.</p>

Agenda topics

TOPIC	Welcome and <i>Tour de Table</i>
	<p>-Welcome to the attendees by the Chair Person, Ms. Ana Aricha.</p> <p>-All parties represented After checking that the quorum is set up, as stated in Article 4 of the Statutes the EU-SOLARIS General Assembly is formally constituted.</p>
TOPIC #1	Adoption of the Agenda
	<p>The GA attendees accept the Agenda by unanimity and it is adopted.</p> <p>It is agreed by the GA that a draft of the minutes of the present meeting will be prepared and circulated in the next 15 days by the Secretary.</p>
TOPIC #2	Approval of last meeting minutes
	<p>The draft minutes of the Constitutive Meeting, held in Madrid on 12 January 2023, are formally approved.</p>
TOPIC #3	Review of the ‘List of Action Items’
	<p>The ‘List of Action Items’ is discussed by the attendees (pg. 8 of former meeting’s minutes, Annex #3). Most of them have been finished but some still remain open:</p> <p>#2. Sharing the draft of the secondment agreement for the Managing Director (MD)</p> <p>The current draft agreement is written in Spanish now as it has been requested by the CIEMAT’s state lawyer for internal approval. Once it is accepted by the state lawyer, a certified translation to English will be distributed to the GA members for discussion. The final version to be signed will be the English one.</p> <p><i>A.I. # 11 The Chairperson request to raise a question to the state lawyer about who could sign this agreement on behalf of EU-SOLARIS, understanding that the Chair could do it, although an unanimous decision of the GA will be needed in advance.</i></p> <p>#3. Re-publication of the Statutes at the Official Journal.</p> <p>A written request was submitted by the MD in March. As there is no response, the GA requests the MD to insist on this issue by contacting again the EC Unit in charge. This AI #3 remains open.</p> <p>#6. Status of Service Level Agreements to be signed between partnering institutes and EU-SOLARIS ERIC</p> <p>This item will be discussed later on, under section 5 ‘Institutional Framework’.</p> <p>#7. Access Policy</p> <p>This item will be discussed later on, under section 7 ‘Pending Documents’.</p>

#8. Status of the Hosting Agreement

The current draft agreement is in Spanish now as it has been requested by the CIEMAT's state lawyer for internal approval. Once it is accepted by the state lawyer, a certified translation to English will be distributed to the GA members for discussion. The final version to be signed will be the English one.

A.I. #8 remains open.

#10. STC Members

There is a reminder by the Chairperson about the agreement to raise the number of STC members up to 5. As it was discussed in the first GA meeting, and in agreement with the Gender Equality Plan under development, all the efforts will be done to ensure that the 2 pending members will be female.

A.I. #12 (all GA members): Propose and appoint two additional (female) members for the STC before the next GA meeting in November.

Additionally, the MD briefly explains the two 'E-mail Vote' procedures processed since the first GA meeting hold in January and the results (Annex 4).

TOPIC #4

Information about Projects

The Managing Director give details about the 5 proposals where EU-SOLARIS ERIC has participated under the INFRA and WIDERA programmes. Evaluation results are expected by next July for they all. Some statistics about these calls have been published at the 'Participant Portal' and are shared by the MD at his presentation.

Further, the MD gives some details about further calls of the INFRA Programme to be published by the end of this year. In particular, for the INFRATECH call, it is necessary to identify two other ESFRI infrastructures to meet the requirements of the call. It is proposed to seek a RI dealing with advanced analysis of materials and another one dealing with the environmental impact of CST.

The advantages and disadvantages of two other options, the COST and the CETP programs, are also discussed by the consortium.

The draft call of the '**ERIC-funded Internal Project**' (Annex 5) is briefly discussed. It is on hold until the Members' fees are received by the Central Hub.

The MD clarifies that, though the budget will be used freely by the project consortium, a detailed budget description will be requested at the proposal stage.

TOPIC #5

Information on Institutional Framework

The MD informs about the current situation and the contacts held with tentative new members, i.e.

Italy, Morocco, Switzerland, Greece and Turkey.

The Portuguese Delegate informs about the internal discussions held in Portugal in order to become Member instead of Observer, although there is no progress yet.

The Chairperson proposes a 'tour de table' for all Members to explain what is the current status of the respective National Nodes:

Spain: the status of the Spanish Node is explained, with 7 SLAs already in force and an MoU already agreed by all parties to be signed soon

France: The Node will be composed by PROMES-CNRS and CEA. CEA has been contacted by PROMES in order to set-up the French node asap.

Germany: No update on the status of the composition of the German Node was available. Manuel Blanco volunteered to get in contact with the German National Node Representative, Prof. Pitz-Paal, to ask him to speed up the process of defining the composition of the German Node.

Cyprus: Cyl will be the only partner at the Cyprus node.

The Chairperson insists on the fact that further progress is necessary in the establishment of the National Nodes and the signature of SLAs between the institutes and the ERIC.

The **Action Item #6** will remain open.

TOPIC #6

Information on Operations

The MD informs that the bank account is already open and the ERIC has been assigned a Spanish VAT ID number.

The fees have been invoiced by the Central Hub and Cyprus and France have already contributed.

It is understood that processing the fee payment can be a long, bureaucratic process which is out of the control of the GA members, so we all accept the delay and assume the funds will come whenever possible.

About the **recruitment of a Project Manager**, there is a brief discussion about the draft profile distributed by the MD with the preparatory materials of this meeting (Annex 6).

It is agreed that the hiring call should be kept on hold until the results of all proposals under evaluation are out and then proceed accordingly.

It is also agreed that the requisite 'Good background on CST technologies' should be included as 'Desirable', but not 'Mandatory'.

Likewise, the requisite 'Experience in EC-funded projects management' should move from

'Desirable' to 'Mandatory'.

TOPIC #7

Information on Pending Documents

The MD explains the current status of the pending documents. The MD states that there are a long list of missing documents and that the involvement of all parties will be necessary to reach a steady operational status of the ERIC (slides 20 & 21 of the presentation).

It is agreed that the efforts must focus now on the three documents listed below (they all have been distributed to the GA members before the meeting):

-**Strategic Plan**: As it is key to build all other ERIC's procedures and policies on it

-**Access Policy**: As it will be needed soon in order to offer access in a coherent, coordinated way.

This document needs some additional work before approval. First of all, the MD is requested to add a generic procedure on how to request access to any of the associated RIs. Julián Blanco proposes to use the existing PSA's procedure as a reference for the EU-SOLARIS' one.

The second step is to submit the draft to both, the BNN and the STC for comments and approval.

The third and last step will be the submission for approval by the GA.

-**Gender Equality Plan (GEP)**: As it gathers the feeling of all partnering institutes about gender equality in CST R&D activities.

Though it is agreed that the goals set in the draft GEP will be very difficult to reach, all parties commit to make their best efforts to follow the path towards an effective equality.

It is also agreed to establish a permanent link to the newly created association 'Women in CSP'.

The Chairperson requests to prioritize the development of these three documents that will be approved through an 'E-mail voting' procedure before the next GA meeting.

Resolution: A working group is created with the scientific members of the GA plus the MD to effectively progress in the conclusion of the key documents.

A.I. # 13: As a first step, the scientific members will give to the MD their comments to the distributed versions not later than 7 July.

TOPIC #8

Open Questions and Final Discussion

Next GA meeting

First, the MD presents an agreement reached with the German representative to hold the next GA meeting face-to-face in Berlin next November.

Resolution: After checking availabilities, it is agreed to hold it on **28th November** with a one-day duration. The parties thank Mr. Schwarzer for offering the venue on behalf of Germany.



EU-SOLARIS ERIC Promotional Video

There are funds assigned in 2022 by the Spanish MCIN to CIEMAT to support the development of EU-SOLARIS ERIC and its National Node to be used within year 2023. The MD proposes to design and produce a promotional video for the ERIC.

The proposal is welcome by the GA with no objections.



LIST OF RESOLUTIONS ADOPTED BY THE GENERAL ASSEMBLY

Second GA Meeting 15 June, 2023

- #16. It is agreed the creation of a Working Group to advance in the conclusion of pending key documents
- #17. It is agreed to hold the Third GA meeting in Berlin, on 28th November, 2023.

LIST OF ACTION ITEMS

A.I. #	Responsible	Description	Status
1	Managing Director	The MD is in charge of immediately requesting the VAT number, opening of a bank account and all other actions to make of EU-SOLARIS ERIC a fully functional legal entity.	All done.
2	CIEMAT & Managing Director	CIEMAT and the MD to distribute a draft of the secondment agreement together with the draft of this meeting's minutes in 15 days.	15 February: draft minutes distributed after integrating appropriate comments. Draft secondment agreement is still pending.
3	Managing Director	The MD is in charge of immediately requesting the EC to amend all other versions of the Statutes and publish the right version again at the Official Journal without the need of a formal request of statutes amendment by the GA	16 March: Done. 19 March: Inconclusive response from EC-Unit 15 June: MD to insist to EC Unit
4	Managing Director	The MD is in charge of immediately making the Statutes available for download at the EU-SOLARIS web site, incorporating the substitution of "biannual " by "once every two years".	Done.
5	Managing Director	In 15 days the MD will prepare and submit to the GA a list of objectives for year 2023, for approval.	Done. Approved through 'E-mail voting #1'.
6	All partner institutes	All concerned institutes are urged to advance SLAs asap, if possible, with a deadline on 31st March, 2023.	As of 15 June, Members are requested to advance the setting-up of the National Nodes and the SLA's.

A.I. #	Responsible	Description	Status
7	Managing Director	As the 'Access Policy' is a relevant part of SLAs, the MD is in charge of immediately prepare a draft of this document and distribute for internal discussion.	7 June: Done. 15 June: MD is requested to modify the draft to include a generic Access procedure.
8	CIEMAT	CIEMAT is urged to advance this Hosting Agreement and deliver a draft to the GA asap.	Pending
9	Managing Director	The MD will inform the BNN members of their designation and will try to arrange the first BNN meeting as soon as possible.	20 January. Done
10	Managing Director	The MD will inform the current STC members of their appointment and send them the TORs.	18 January: Done.
11	CIEMAT	The Chairperson asks CIEMAT to raise a question to the state lawyer about who should sign this agreement on behalf of EU-SOLARIS: the MD, the Chairperson or to use an unanimous agreement of the GA?	Set on 15 June.
12	All GA members	Identify two additional (female) members for the STC before the next GA meeting in November.	Set on 15 June.
13	Scientific members of the GA	The scientific members will give to the MD their comments to the distributed versions of the Strategic Plan, Access Policy and Gender Equality Plan drafts not later than 7 July.	Set on 15 June.

ANNEXES