



Minutes from ASP Administration Meeting

Date: November 1, 2018

Present: Jennifer Hollar, Linda Chow, and Peter Schmidt Mikkelsen

Referee: Peter

1. **ASP Handbook**
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2. **Exchange of People / Visitors**
 - New Head of Communication in Nuuk: Else Loevstroem
3. **Equipment / Purchases**
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4. **Upcoming Field Campaigns**
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5. **Others**
 - ASP Annual Meeting will be held 27-29 November 2018 in Sandbjerg Manor, Denmark
 - Participants will mostly be researchers and logisticians
6. **Next admin team meeting**
 - December 6, 2018