



Minutes from ASP Administration Meeting

Date: October 14, 2014

Present: Peter Schmidt Mikkelsen and Linda Chow

Absent: Christina Levisen, Paaviaaraq Ludvigsen, Kathrine Lund Olsen, Egon Frandsen and Denise Whynot

Referee: Linda Chow

1. ASP Handbook

- Update before upcoming meeting in Aarhus

2. Exchange of People / Visitors

- Marcos to hear back from Egon whether or not to meet in Aarhus and tour the labs and other facilities around ARC

3. Equipment / Purchases

- CEOS waiting for invoices from Egon for this years field campaign in Daneborg.

4. Upcoming Field Campaigns

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5. Others

- Administration goals and activities from the last ASP Meeting in Nuuk have been met.
 - ASP Handbook is ready and published on the website
 - Bi-weekly Tuesday meetings have been changed to monthly meetings (every second Tuesday of the month)

6. Next admin team meeting

- Meeting in Aarhus Nov 4th and 5th, Video Conference December 9, 2014