



Minutes from ASP leadership meeting

Date: October 21, 2014
Present: Emmelia Wiley, Egon Fransen
Absent: Carl Isaksen, Ivali Lennert
Referee:

1. Follow-up on the Daneborg campaign

Egon awaiting feedback from campaign participants, this will help us evaluate the strengths and weaknesses in our operations.

2. Status on cargo home from Daneborg

- a) Canadian cargo arrived at port in Montreal, should arrive in Winnipeg within a week
- b) Last cargo from Daneborg in Iceland, to be shipped to Aarhus
- c) Nortek Vector profiler and "Quebec" computer shipped to Denmark with last Daneborg cargo, will be sent to Winnipeg as soon as possible.
- d) Contros sensor brought back to Aarhus from Daneborg, and returned to manufacturer for calibration. 60m cable arriving in Winnipeg with cargo and will be shipped to manufacturer as well as soon as possible.

3. Preparation for ASP meeting discussions, November 4 & 5

- a) Unique identification numbers for each piece of cargo to/from field campaigns. This will help facilitate the customs paperwork process and lessen the chance of having cargo overlooked
- b) Shipping information to be passed on to all involved parties: list of contents, cargo ID number, weight and dimensions, correct labelling, shipment pick-up and delivery schedule, carrier, tracking number
- c) Discuss safety concerns for upcoming Station North campaign. What field training all participants are required to have, timeline for training. Safety related purchasing.