



Minutes from ASP administration team meeting

Date: 08 September 2015
Present: Linda Chow (LS), Peter Schmidt Mikkelsen (PSM)
Absent:
Place: Skype
Referee: PSM

Agenda:

1. ASP Annual Meeting – December 5-6, 2015

- Linda will book a conference room for 50-60 persons for 5 and 6 December.
- The meeting will take place just prior to the ArcticNet meeting in Vancouver
- Each centre decides who should participate in the meeting, but each ASP team should be represented by at least one person from each centre. Important that new admin team members meet each other
- Meeting agenda will follow later this autumn

2. Reports

- Station Nord campaign has ended. Everything went well.
- ARC – The new Admin person will start at October 1st.
- CEOS – Denise Whynot now on reduced time. New staff has been hired.

3. Next team meeting:

- Tuesday, October 13th 2015