

## SBE Coordination Meeting for SBE18-20 Organizers, January 18-19, Paris

The meeting will take place at **UN Environment** Economy Division, 1 rue Miollis, Building VII, 75015 • Paris. Nearby metro stations include Sevres-Lecourbe (Metro 6) and Segur (Metro 10). We will begin at **13:30 on Thursday, 18 January**, and will end at **18:00 on Friday, 19 January**. An informal dinner will be arranged for the evening of 18 January (please let me know if you cannot attend). We expect 23 persons to attend in person plus 2 by webconference;

WB:	Wim Bakens, CIB	IC:	Ivan Cerda, Temuco SBE19 Chile
LB:	Luis Bragança, iiSBE	NS:	Nicolas Schiappacase SBE19 Chile
NS:	Nora Steurer, UN Environment	KT/DB:	Katerina Tsikaloudaki or Dimitrios Bikas, SBE19 Thessaloniki
FB:	François Baillon FIDIC	PH/AL:	Antonin Lupisek, SBE19 Prague
AP:	Anders Persson FIDIC	MY:	Morishita Yu, Tokyo SBE19
NL:	Nils Larsson, SBE representative	FF:	Francesco Firoito, Sydney SBE19
RL:	Richard Lorch, BRI	JvO:	John van Oirschot,, Eindhoven SBE18
AA:	Anete Ashton, IOP Publishing	HW:	Holger Wallbaum, SBE 2020
BD:	Bruno Daniotti, SBE19 Milano	IK:	Iza Kurkowska, SBE2020
AM:	Andrea Moro, SBE19 Milano	TV:	Teemu Vehmaskoski, SBE19 Helsinki
RB:	Ruben Paul Borg, Malta SBE19		
TL:	Thomas Lützkendorf, SBE Weimar		
AP:	Alexander Passer Graz SBE19		
PJ:	Phil Jones, Cardiff SBE19		

By web conferencing  
CC: Cheng-Li Cheng Taipei SBE18-19

### Thursday, January 18

13:30 Welcome and introductions  
13:45 Background of the series and review of objectives (NL and owners)  
14:00 Potential role of SBE in dealing with climate change issues through conferences and in cooperation with other organizations such as GABC.  
14:45 Overview of plans for WBE19 regional events and current status (by event reps present)  
16:00 Overview of plans for WSBE20 by Gothenburg team  
16:30 Coffee break  
17:00 Responsibilities of conference organizers and SBE (NL and owners)  
17:30 Learning from previous events, including SBE16 and WSBE17  
18:00 Adjourn  
19:00 Dinner out in the area

### Friday, January 19

09:00 Skype conference presentations from other time zones (2 x 10 minutes)  
09:45 Promotion of the series  
10:00 Discussion topics for planning of individual conferences  
\* many or few parallel sessions;  
\* oral presentations v. poster sessions; short or long oral presentations, Picha Kucha  
\* scientific committees, size, composition and sources of members  
\* Possible indexation and publishing agreement with IOP (AA)  
11:00 Coffee break  
11:30 Discussion topics for planning of individual conferences – continued  
\* more on ISBN, Indexation and keyword issues  
\* Paper v. electronic proceedings  
\* inclusion of commercial exhibits?  
\* Anticipated costs for organizers  
13:00 Lunch (out)  
14:00 Discussion topics for planning of individual conferences - continued  
\* Links between SBE19 events  
\* Links to WSBE20 event  
16:00 Open discussion, conclusions and wind-up  
17:00 Adjourn

