DRAFT MINUTES

<u>Present</u>:
Kees Mandemakers (the Netherlands, Chair)
Anders Brändström (Sweden)
Nanna Floor Clausen (Denmark)
Michel Oris (Switzerland)
Peter Teibenbacher (Austria)
Gunnar Thorvaldsen (Norway)
Marja Koster (the Netherlands, Programme Coordinator)

<u>Excused</u>:
Ioan Bolovan (Romania)
Alexander Buczynski (Croatia)
Antti Häkkinen (Finland)
Lionel Kesztenbaum (France)
Dalia Leinarté Marcinkeviciene (Lithuania)
Koen Matthijs (Belgium)
Shtelian Shterionov (Bulgaria)

<u>Listeners</u>:
Luminiţa Dumănescu (Romania), representing Ioan Bolovan
Saskia Hin (Belgium), representing Koen Matthijs

1. Welcome and opening remarks

Kees Mandemakers opened the meeting at 9:05. He thanked everyone that they could be able to attend the meeting on such short notice. Unfortunately, quite a lot of members of the committee had other obligations and couldn't attend. Just before the meeting Antti Häkkinen notified us that he had a back surgery a few weeks ago and his doctor didn't allow him to fly. There are two listeners present: Saskia Hin, representing Koen Matthijs (Working Group 2) and Luminiţa Dumănescu, representing Ioan Bolovan (Working Group 7).

Kees Mandemakers explained that the letter of Jean-Claude Worms, Head of the ESF Science Support Office, necessitated to convene this steering committee meeting. In this letter it is explained that ESF will be liquidated after 31 December 2015 and that by 20 May the network has to submit a new budget, covering the period 1 September 2015 through end-date, June 2016. Main goal of today is to agree on this budget.

As a consequence of the meeting being scheduled at an earlier time, some action points agreed on at the last meeting were not met yet.

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2. Approval of the agenda and approval of the minutes of the 5th meeting of the Steering Committee

The agenda of this meeting and the minutes of the 5th meeting of the Steering Committee, 25 September 2014, in Alghero, Italy, were approved. There were no remarks on the minutes of the 3rd EHPS-Net Meeting. Shortly before the meeting the chair received an e-mail by Alexander Buczynski stating that he read the minutes and approved them.

The following remarks were made on the action points in the minutes of the 5th Steering Committee meeting (the action points of the 3rd EHPS-Net Meeting will be handled during the discussion on the state of art of the networking activities):

a. Working Group 1
   Kees Mandemakers forgot to send an e-mail about the collaboratory. It will remain an action point.
   The group hired a technical writer, Tatiana Moisseenko, to update the database section on the website. She sent the questionnaire to approx. 60 databases and the response was very good. Small adjustments to the website had to be made to accommodate the new questionnaire.
   The items about filling the repository will be discussed later on.
b. Working Group 2
   The group didn't add statistics on downloads and citations and didn't work on coverage in *Web of Science*. The main work was done on attempts to get more articles.
c. Working Group 3/4/10
   The group has put extraction software on fertility on the collaboratory, but didn't receive any reactions. Anders Brändström pointed out that the collaboratory is not very well used. Kees Mandemakers said to come back to this later on. Extraction software on mortality will be put on the collaboratory soon.
   Glenn Sandström contacted the group in Lund about R and the version works very well.
   The group didn't organise a webinar and workshop after webinar. In June the group will have a meeting in Lund and will then discuss where to use the webinar for and for whom.
   The state of art on the scripts of marriage and migration will be discussed later on.
d. Working Group 5
   The pre-meeting in Toronto went well. There was quite a large audience and a lot of discussion.
   Kees Mandemakers still has to make an inventory of IDS databases.
   Kees had some talks with health scientists in the Netherlands and will come back to this workshop later on. Nanna Floor Clausen said she joined a group about this subject; this group hired a retired statistician to write a pre-pilot project.
   With regard to the workshop on linking modern data with historical data it was not clear to Kees who was working on what. It will be discussed later.
e. Working Group 6
   The workshop with Working Group 5 still has to be organised.
   Gunnar Thorvaldsen will come back on the workshop 'Knowledge Transfer'.
f. Working Group 7
   The workshop in Lund was very fruitful. One winter school ('Converting into IDS') was organised. This summer there will be three summer schools.
   Kees Mandemakers said that he is not sure how to proceed with the workshop on working with IDS and extraction software, given the state of affairs of the extraction software.
g. Working Group 8
   The new questionnaire was finished by Kees Mandemakers and Tatiana Moisseenko in cooperation with Nanna Floor Clausen and others, like Richard Paping.
   The special issue has been discussed and there was some correspondence between Gunnar Thorvaldsen, Nanna Floor Clausen and Paul Puschmann. Gunnar will come back on this later.
   The group doesn't need a workshop at the moment.
h. Working Group 9
   The workshop will be held in Edinburgh, June 2015.

3. State of the art of networking activities (including calls, assessments of applications & reports) – Planning of activities and approval of the planning 2014-2016 by the Steering Committee

a. Working Group 1 - Development Portal (see also the report of the working group, appendix 3)

Kees Mandemakers reported on the state of affairs of this working group. The portal is more or less finished. Only slight modifications have been made to accommodate the new questionnaire. Last target is to fill the repository with extraction software. The website is already prepared for this.

Kees Mandemakers expressed his worries about the collaboratory: it doesn't function, there is not much published and there are no reactions on publications. Gunnar Thorvaldsen asked if it is really necessary to use a login. He suggested to open the collaboratory. Nanna Floor Clausen said that she does read new posts, but doesn't react on them. Anders Brändström suggested to switch to opting out rather than opting in regarding the notifications. He also suggested to invite people after opening a discussion.

Kees proposed to try the solutions Anders suggested first and then, if necessary, make the discussion system completely open. He will write an e-mail to all members of the collaboratory to notify them. Kees will check what the current state of affairs at the collaboratory is and he will check how many people actually make use of it.

> **Action:** Change notifications collaboratory to opting out, rather than opting in – Kees Mandemakers and Marja Koster (May 2015)
>
> **Action:** Send e-mail about collaboratory, including information on opting out and inviting – Kees Mandemakers (May 2015)

b. Working Group 2 - E-journal Editorial Board (see also the report of the working group, appendix 4)

Saskia Hin gave a report on this working group. She remarked that of the three articles mentioned in the report under the heading 'Individual Papers in the Pipeline', one article won't be published. There are currently six articles labeled as 'Work in Progress'. This has to do with difficulties in the reviewing process: many members of the scientific advisory board have reclined to review because they were too busy. This is holding up the process. And since quick publishing is a selling point of the journal, this has be solved on very short notice.

Kees Mandemakers suggested to replace these members. Anders Brändström said that it is a typical problem which could be expected as researchers already have a lot of work to review.

Kees said that the editors of the e-journal should write an e-mail to a referee that refuses to point out their responsibly as a member of the board.

The second challenge for the journal is the lack of articles submitted. Gunnar Thorvaldsen said that many colleagues depend on publishing in well-known journals. But in order to get into the list of well-known journals, the journal needs more articles. Kees Mandemakers added that in the Netherlands there is a countermovement coming up in blocking the big journals and favoring open access journals. He proposed to try to attract renowned scientists and continue to work on our own niche.

Koen Matthijs asked Saskia to stress that at the moment junior authors rather than seniors publish in the journal and that this has to change.

Anders said that the journal should try to be included on the *Web of Science* and the Norwegian list (the Norwegian Register for Scientific Journals, Series and Publishers). Gunnar asked the e-journal to be included in the Norwegian list, but his request was rejected because of a lack of articles from different countries.

Kees asked about the state of affairs regarding the special issue about documenting life course studies. Gunnar explained that this was originally an idea of Ólöf Garðarsdóttir. When she stepped down as chair of Working Group 8, she probably assumed that Nanna Floor Clausen would take over. Nanna told that she already wrote Paul Puschmann that she doesn't have the time for this special issue this year.

Anders proposed the editors to approach people who give a good paper at conferences and to ask them to publish it in the e-journal. Kees confirmed that this method works.

Michel Oris said that as most people are usually blocked for a year or longer, the editors should consider making a plan for the next few years.

Anders said that a free language check is offered by the journal. The journal should emphasise this when they invite people.

Kees proposed to make a list with proposals for special issues. The following ideas came up:

1. 2017 - *Life course in 20th century* – How to make retrospective data useful for historical life course studies.
   Kees Mandemakers offered to write an article. Michel Oris proposed Jan Van Bavel and Marco Breschi. Anders Brändström suggested David Reher.
   Editor: Michel Oris doesn't have the time, but he has a good post-doc of his group who might be willing to do this.
   Gunnar said that several articles about this subject are about the appear in US. In the US they are starting to construct databases on the current US population and try to track peoples life backwards. Kees added that the same is happening in the UK.

2. 2018 - *Health and retrospective data* - There are now databases available built with data on health, including genetics.
   Databases that might contribute: SLS, (Denmark? Nanna Floor Clausen was not sure), USA, UK
   Editor: Anders proposed Chris Dibben.

3. 2016b – *Presentation of databases* - More on background and strategy. Update of the book by P. Kelly Hall, R. McCaa and G. Thorvaldsen (ed.), *Handbook of International Historical Microdata for Population Research* (Minnesota Population Center Minneapolis 2000). About 10-15 pages on each database. Kees said that the databases paid to be published in the book of 2000. We might consider to ask them a fee as well.
   Kees offered to write an article about the background of the HSN. This might give an idea for the others.
   Editor: Gunnar Thorvaldsen has no time, Kees Mandemakers volunteered. Nanna Floor Clausen and Luminiţa Dumănescu will assist. Peter Teibenbacher suggested to ask Siegfried Gruber as an editor as well.
   Nanna added that the editors have to be specific about the requirements as the articles should not be just rewritten versions of their websites.

4. 2017 (maybe 2016b) – *Life courses and GIS* – Gunnar Thorvaldsen proposed to extend the topic of the second article of the e-journal on geographic data.
   Editor: Diego Ramiro Fariñas was proposed.
   Michel Oris said that, next to the meeting in Edinburgh in July, Diego is organising an international seminar 'Spatial Analysis in Historical Demography: Micro and macro approaches' in Quebec City, 17-18 September 2015.

Furthermore, Kees Mandemakers suggested a special issue about record linkage. A book with papers of the workshop 'Population Reconstruction' (February 2014 in Amsterdam) will be published by Springer in July/August. Next year there will be a workshop on record linkage in Guelph.

Kees asked the group to contact all proposed editors about the special issues.

Kees said that the problems the Working Group has in finding referees, won't be such a big problem for the Working Group in the case of special issues, when the editors are responsible.

Kees asked Saskia if the Working Group has a capacity problem. Saskia explained that Namita Bhatia, the managing editor, does the main share. Paul Puschmann is finishing his PhD at the moment and is busy until September. Kees asked Saskia to consider to replace Paul, formally or informally, until Paul has finished his PhD. They might contact Lionel Kesztenbaum or Mikolaj Szoltysek.

Kees told that he is working with the developer of the website to get Google Scholar detect the e-journal.

Michel Oris noticed that the e-journal currently has a great variety in content. Kees said that the editors wanted a more broader content than technology only. And moreover, at the moment content is less important than getting more articles. Gunnar agreed that the editors can't afford to be very specific at the start.

Action: Solve difficulties in reviewing process – Koen Matthijs (May 2015)

Action: Solve capacity problem – Koen Matthijs (May 2015)

Action: Contact editors for special issues – Koen Matthijs (May 2015)

Action: Make an action plan to approach speakers a conferences – Koen Matthijs (ongoing)

Action: Work on coverage in *Web of Science* – Koen Matthijs (May 2015)

Action: Solve problem in detecting e-journal by Google Scholar – Kees Mandemakers (May 2015)

c. Working Group 3/4/10 - Extraction software for IDS (see also the report of the working group, appendix 5)

Anders Brändström reported on the state of affairs of this working group. In June 2014 the group had their last meeting and the next meeting will be 14-15 June in Lund.

A year ago the group decided on version 4.1 of IDS, implementing a slight modification.

At the meeting in Alghero, September 2014, much of the discussion was around the script about occupational titles, which is more complicated than was anticipated. One of the complications is that HISCO contains several codes for the same occupation (e.g. farm maid versus city maid), while it is often not possible to make a choice. The group now produced a new occupation script and this has run on an IDS database. Anders will do some analysis on the output and the results will be discussed at the meeting of the working group in June. If the script is working good, it should be tested on other databases and then put on the collaboratory.
At the next meeting of the working group the group will also discuss the structure of extraction software (episode files) and how many versions a script should have.

The problems the group encounters with HISCO concern the context. Context itself is not included in HISCO. Kees Mandemakers said that what actually is needed is a HISCO tool. He contacted Marco H.D. van Leeuwen and Ineke Maas about this, but they are not inclined to make such a tool. Kees has an automatic system to make codes and encounters problems with HISCO. He now has to do a lot by hand. He proposed to discuss this problem with Richard Zijdeman. It should also be discussed at the meeting in Lund. Gunnar Thorvaldsen said he has documentation about this and he will send it to Kees.

Michel Oris asked about the use of *R*. Anders replied that this is also something to think over at the next meeting of the working group. R is free, but for some people not easy to use because it's mostly controlled by the keyboard.

Also to discuss at the upcoming meeting is whether IDS should be more user friendly (which limits the choices and is more expensive). It would be possible to make a kind of 'umbrella' over the scripts, enabling the user to make various decisions.

Anders said that the group needs to speed up the possibilities for make comparisons between the various databases. Kees Mandemakers added that this issue might be an idea for a special issue for the e-journal.

Anders said that the working group wants to expand. The group already invited Wim De Mulder from the group in Leuven. It was decided that Hilde Leikny Sommerseth and someone from the group in Edinburgh will also be invited. Anders will write Chris Dibben about this.

Anders wants to hire a good programmer for six months. The group now depends on their own programmers and they don't always have time. He said that as choices for the program now should be on the output side, so this would be a good investment. Michel Oris agreed with this; it is important that we are able to show the work we have done. Kees proposed to discuss this at the meeting in Lund. He added that the group can use the existing software and work from there. We could invite a scientist to work with the results of our extraction software on 5-6 databases.

Anders added that it is easier to find financing in the future if we have deliverables. For smaller funding it is easy to approach the national research councils, but European funding is much more difficult, especially since the network produces infrastructure rather than deliverables. Michel added that the network should make clear why it is different.

Kees expressed his worries about dialects of IDS. IDS is used by a lot of databases now, but the IDS clearing committee never receives requests for new variables. He suspects that there are variables around he doesn't know about and he is afraid that the solutions are not in line with IDS. Kees will send an email to various databases to ask them about this. The sooner problems are discussed, the better the group can help. He wants to discuss this problem in Lund as well.

Anders added that George Alter produced a program which he hasn't seen in function. Anders suggests to create an artificial IDS database, and if the program runs on it, that will be the official IDS version. If new variables are suggested and accepted, they can be incorporated in this program. This program should also become part of the courses. Kees proposed to ask George to download the program in Lund and demonstrate it on a dataset.

Gunnar said that Hilde Leikny Sommerseth attended the IDS winter course and constructed new metadata. Kees asked if she could send these data to him.

Kees said that from his experience with HSN is that if there are problems it is generally not with IDS but with the database. The database has to be in good shape. Nanna Floor Clausen added that you should not underestimate how long it takes before you have data you can convert. She still has difficulties to understand all details. Kees concluded that there should be more articles written about the actual conversion of the databases.

Kees said that at the Winter Course in Amsterdam, some of the participants expressed their worries about the size of the databases after putting everything into IDS. He now realizes that abundancy is a problem and sees a solution for this in IDS. He wants to put this on the agenda in Lund as well.

Action: Test and put occupation script on the collaboratory – Anders Brändström (June 2015)

Action: Put extraction software on mortality on collaboratory – Anders Brändström (June 2015)

Action: Contact Richard Zijdeman about HISCO – Kees Mandemakers (June 2015)

Action: E-mail Chris Dibben about participation in workshop Lund (June 2015) – Anders Brändström (May 2015)

Action: Look into problems with HISCO – Kees Mandemakers/Gunnar Thorvaldsen (send documentation to Kees) (May 2015)

Action: Expand working group – Anders Brändström (May 2015)

Action: Send e-mail to databases (including Hilde Leikny Sommerseth) about dialects IDS – Kees Mandemakers (May 2015)

Action: Send e-mail to databases about dialects IDS – Kees Mandemakers (May 2015)

Action: Add items mentioned today to agenda workshop Lund – Anders Brändström and Kees Mandemakers (May 2015)

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d. Working Group 5 - Looking into European and national call structures, developing proposals for historical micro data infrastructure (see also the report of the working group, appendix 6)

Kees Mandemakers presented the state of affairs of this working group. ELPRI, the grant proposal written by Koen Matthijs and Saskia Hin was not accepted. The scores were high, but not high enough. Kees sees possibilities to improve the proposal. Saskia Hin had no further information on why the proposal was rejected. At the moment there are no calls.
Michel Oris said that Diego Ramiro Fariñas submitted a proposal. There is also a call from JPI, but it is not useful for us. He advised the group to keep an eye open for JPI.
Kees said that the Hera-network is also not very promising at the moment.
Kees advised everyone to try to apply on a local level. On European level it is difficult at the moment and the return is rather low.
Gunnar Thorvaldsen agreed that most calls are not useful for the network.
Michel Oris thinks the network should look for a European private partner. Gunnar added that if we have data available for them, they will be interested.
Saskia said that on a Belgium level it is possible to apply for an international coordination action. This includes one person who would coordinate a European network and some budget for meetings (75.000 euro for a three-year period and renewable). The group is Leuven is working on this, but Saskia is afraid they won't meet the requirements. Kees asked Saskia to send the call to him.

Kees said that he is working on a new infrastructure call. The competition is heavy, it concerns 3 million euro.
Anders Brändström said there is a large call in 2017 in Sweden. Three or four universities have to form a consortium for this and the procedure is rather complicated. Kees added that in the Netherlands there is something similar.

The workshop with health scientists and the workshop on linking modern and historical data are interconnected and Kees proposed to merge them into one workshop, with issues relating to the content and the technique. He would like to invite 5-6 scientists on health. Anders doubts if these scientists are interested in technical items. Moreover, in his experience health scientists will not wait for data, the dataset should be ready. It was decided to split the workshop in half: the first part will be about the technical issues and the second half on health related issues. For the latter part health people with experience with databases should be invited. Anders added that with regard to Horizon 2020 it is important to invite health people.
Gunnar said that he knows competent people for this workshop. Kees will start to organise this workshop as soon as possible, with the help of Gunnar. The workshop is planned for January 2016. Some ideas for possible participants: Umeå, Oslo, Amsterdam, Edinburgh, France, Australia/Tasmania, George Alter, Census Bureau.
Anders concluded that all members of the steering committee should keep to look out for possibilities for funding and report them.

> **Action:** Make inventory of IDS databases - Kees Mandemakers (May 2015)
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> **Action:** Organise a workshop on health/modern data (January 2016) – Kees Mandemakers and Gunnar Thorvaldsen (May 2015)
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> **Action:** Make an overview of possibilities for funding – all members (continuously)
>
> **Action:** Send Belgium call to Kees Mandemakers – Saskia Hin (May 2015)

e. Working Group 6 - New databases (see also the report of the working group, appendix 7)

Gunnar Thorvaldsen reported on the activities of this working group. He said that the group didn't organise a meeting, but that there has been much activity, mainly in Romania.

There was a transfer of experiences in Tromsø with 8 participants of the group in Cluj. A follow-up is planned in Cluj.

In June there is a meeting in Ekaterinburg on Russian church records with infrastructure money allocated to Russian universities.

Concerning the joint plan with Working Group 5 to organise a workshop little has happened. Gunnar wants to pick this up and engage other members of the Working Group in this. Kees already proposed Gunnar to organise a joint meeting on linking old and modern data and on health.

The plans for the future are either to bring forward the family reconstitutions or make a follow-up on the second article of the e-journal about language independent techniques of computerising and transcription of scanned records (handwritten images).

Kees said that George Alter worked on family reconstitutions and has already finished it. Main questions is whether his program is generic enough to use it. Kees will discuss this in the upcoming meeting of working group 3/4/10 in Lund.

Regarding the recognition of handwritten records, Kees told Gunnar that in the Netherlands, at the University of Groningen, prof. Lambert Schomaker developed Monk System. This program recognizes patterns and is self-learning. Kees proposed to have a workshop to work on this with about eight of these programs. He asks Gunnar to develop a workshop about recognising handwritten records.

> **Action:** Organise workshop about automatic recognition handwritten records – Gunnar Thorvaldsen (May 2015)

f. Working Group 7 – Education (see also the report of the working group, appendix 8)

Luminiţa Dumănescu gave a report on the activities of this working group. The year 2015 is very successful as regards courses. There was one winter course in January in Amsterdam on IDS and four summer courses (in Cluj, Umeå, Nijmegen and Lund) are to take place in the near future. All schools are fully booked. Kees said that he is pleasantly surprised by the success of the courses. The course in Cluj is running for a third year and is still fully booked. However, the level of knowledge of English remains a concern.

November 2014 the group organised a meeting to develop all courses and subsequently a structure of the courses has been posted on the website.

By e-mail Alexander Buczynski asked if it would be possible to date the summer schools more precisely. Luminiţa Dumănescu said that this is not possible.

Main problem now is to find a funding system for 2016 and later. The summer school in Cluj has the support of the university.

Kees Mandemakers said that when he taught the winter course 'Converting into IDS' the main complaint was that there was not enough time devoted to IDS. The problem is that this course is a course for beginners. Teaching more on IDS presupposes more background on IDS and in this way this course becomes an advanced course. A solution might be to do a more general course on IDS and database design and an extra course on IDS. Kees added that he did this 3-day course by himself. If the course is extended, more teachers need to be involved.

Luminiţa pointed out that several students attend more than one EHPS-Net course. She created a network for the students on Facebook and about 30-35 students keep in contact through Facebook. Kees was happy to hear that the younger generation is developing their own network. This was one of the goals of the network.

Luminiţa said that the students at the course in Cluj are very interested in HISCO. In working with HISCO they encounter various problems. She proposed to include HISCO in the course of next year. Kees agreed that HISCO needs rethinking, but said that the problems she mentioned are not something for the course. First of all, HISCO is not historical demography and secondly, a workshop is a better occasion to solve these problems. Moreover, the coding system itself is not difficult.

Kees said that the group agreed on *R* as standard software. Consequence of this decision for the network is that *R* is going to be the standard for output.

> **Action:** Organise workshop HISCO – context and time – Ioan Bolovan (May 2015 and on)

g. Working Group 8 - Standards for documentation about databases (see also the report of the working group, appendix 9)

Nanna Floor Clausen reported on the state of affairs of this working group. Last year the group organised a workshop of two days on which they agreed on how to document databases. On the basis of this a new questionnaire was made. Tatiana Moisseenko worked this out and sent it to the members of the working group for testing. Subsequently, the questionnaire was sent to the databases. Kees added that Tatiana reported that the response was quite good. Tatiana is currently updating the website with the new information provided by the databases.
Now that the questionnaire is finished, the group can work on the special issue for the e-journal as discussed earlier.

> **Action:** Prepare special issue for e-journal – Nanna Floor Clausen and Kees Mandemakers (May 2015 and on)

h. Working Group 9 – GIS (see also the report of the working group, appendix 10)

The chair of this Working Group, Diego Ramiro Fariñas, is not a member of Steering Committee. Kees Mandemakers invited Michel Oris, who is a member of this group, to give a short report. On 3-4 July 2015 the group organises a meeting 'Integrating time, space and individual life stories' in Edinburgh. The group is involved in the organisation of an international seminar 'Spatial Analysis in Historical Demography: Micro and macro approaches' in Quebec City, 17-18 September 2015. Kees added that the group submitted a preliminary proposal for a workshop in Valencia, in coordinance with the ESHHC conference.
Michel pointed out that GIS is very costly and an intermediate option is cheaper. Kees said that for the Netherlands the postal code system can be used. Michel confirmed that in Geneva he knows of cheap options as well.

> **Action:** Organise a workshop (Valencia, March 2016) – Diego Ramiro Fariñas

4.   Discussion on the future of the network

Kees Mandemakers started the discussion with the question if the members of the network want to continue the network and if yes, on what scale. Depending on the answers to those questions, a budget can be established.

All members present thought it important to continue the network. Anders Brändström said that now the network is making progress, it should not stop, but maybe it should continue on a smaller scale. Michel Oris said that there are already a lot of networks and groups around and he suggested to continue as a working group within another group. It should be decided if the network wants to continue under the umbrella of a larger group or on its own. He also suggested that the network should return to its original ambition. Kees replied that the current outcome of the network and its original ambition do not differ very much.
Anders asked what the focus of the network should be. Michel said that main ambition should be that the data are used. For that a scientific program is needed and tasks should be assigned. IDS should be promoted. Anders said that it should be a network where everyone can join, although more important is that existing databases implement IDS. There should be less emphasis on knowledge transfer and more on documentation. Michel said that main selling point of the network is that databases can be compared. This is what has to be demonstrated.

Kees proposed to rewrite the mission statement of the network and include a scientific part and send it around for comment. The concept can be discussed at the next Steering Committee meeting. It is important to prepare this statement now in order to be able to act immediately, if necessary.

As for cooperation with another organisation Kees suggested DARIAH. He asked all participants to inform their selves on the possibilities. Kees will contact DARIAH. Anders said that the advantage of working under an umbrella is that access to funding is easier.

Subsequently, the minimal yearly budget (page 1 of appendix 11) was discussed. Anders said that it is important that we have some incentive for the databases that contribute. Selling point may be that the network is a way of presenting the database to the international community. Free software in the end might be used as well as a selling point.

Everyone agreed that the organisation should be kept (budget 35.000 euro). It is relatively easy to organise workshops as there are a lot of small funds. Participants pay for their own travel, organisers take care of the other costs.

It was decided that in addition a small budget, 10.000 euro, for summer schools is needed. This budget can be used to support two summer school per year, one on a basic level and one advanced course. Anders pointed out that summer schools have an important symbolic value, but students can be charged. Gunner Thorvaldsen asked if the schools could be complemented with webinars. Anders replied that for webinars and e-courses funding can easily be obtained on a national level.

Kees asked about the opinions on his proposal to ask the databases for income (page 2 of appendix 11). On the basis of a 45.000 euro budget, the large databases would have to pay 6000 euro and the smaller ones 3000 euro.

Anders said that the general assembly should decide what databases are small or large, but Kees replied that we need to decide earlier. Kees suggested to write to each database with a suggested amount and ask them if they would be willing to pay the fee.

Nanna Floor Clausen said that she doesn't know where she should ask for the money. Her own institution is going through reorganisation and she will not be able to get it there. It would be possible, though, to get her travel reimbursed. Michel Oris agreed with her. Reimbursement of travel is not a problem, a fixed fee/membership is. Gunner Thorvaldsen stressed that it is important to keep up a certain level of activity. By having this network, the chances for success in getting funding are higher. Gunnar is willing to pay.

Kees asked if the network should make a kind of foundation to form a legal basis. Anders said that this is only necessary if we would continue independently and not if we continue under an umbrella.

Saskia proposed to join the European Society of Historical Demography. Michel Oris explained that this organisation is hosted by the Spanish Academy of Social Sciences. Kees added that the members of the organisation are scientists, while this network is about database building. Michel said that we are nonetheless welcome to give sessions at the ESHD.

> **Action:** Rewrite the mission statement and include scientific part; send it around for comments; to be discussed at next Steering Committee meeting – Kees Mandemakers (May 2015)
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> **Action:** Contact DARIAH – Kees Mandemakers (May 2015)
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> **Action:** Investigate possibilities for cooperation with other organisations – all participants (May 2015 and on)

5. Discussion on the closing conference

During the closing conference the results of the various working groups will be presented and the continuation of EHPS-Net will be launched. To save money we will combine the meeting with the conference of the European Society of Historical Demography (21-24 September 2016) in Leuven.

Saskia Hin said that the organisation is already well under way. There is no space for a plenary session, but she can offer one or more parallel sessions.

Kees proposed to organise the closing meeting on the day before the start of the ESHD conference, Tuesday 20 September, 10.00-17.00. Kees asked Saskia to make a reservation for the room in the Sociology building; we expect 30-40 participants. Kees also asked Saskia to communicate that we will organise this meeting, and furthermore one parallel session on fertility and one parallel session for a round table for the e-journal.

The content of the meeting will be discussed next year at the steering committee meeting and 14-15 June 2015 at the meeting of Working Group 4 in Lund.

Michel Oris suggested to send some of the network to the ADEH conference in Cadiz, Spain (22-24 June 2016) to make promotion. Kees said that he and Diego Ramiro Fariñas might to there.

> **Action:** Organise closing conference – Kees Mandemakers/Marja Koster (May 2015 and on)
>
> **Action:** Contact Diego Ramiro Fariñas about ADEH conference – Kees Mandemakers (May 2015)

6.   Discussion on the work plan and budget 2015-2016

a. The outlines on the budget as a consequence of the decisions made today

b. Authorization that details of the budget will be worked out by the Executive Group

Kees Mandemakers explained that EHPS-Net has to close the year at 1 September 2015 and submit a new budget for the period 1 September 2015 through June 2016 (end-date). Page two of appendix 12 is the commentary on the budget.

Kees asked Gunnar Thorvaldsen about the state of affairs on the workshop about knowledge transfer. Gunnar said he will give Umeå feedback on the contents of this workshop. Gunnar wants to make the workshop advanced, but not too technical and complicated, focusing on how longitudinal records work together. Anders said that the original plan was how to go from scratch to a complete database, but it seems that record linkage is the only item left to be taken care of. As this is the expertise of Kees Mandemakers, his part in the workshop has to be bigger. He suggested that people from the group in Umeå will take care of the database design and Kees of IDS. The target group are database people: 1-2 from Cluj, 3 from Tromsø 3, some from Ekaterinburg, and further from Leuven and Edinburgh; in total about 10. The budget will be reduced to 5000 euro. Luminiţa said that she has a budget to cover the participation of the participants from Cluj.

It was decided that Working Group 7 will organise a workshop 'HISCO - context and time' workshop in 2016, budget 5000 euro.
Working Group 6 will organise a workshop 'Automatic recognition handwritten records' in 2016, budget 5000 euro.
Working Group 9 will organise a workshop in Valencia in March 2016, budget 5000 euro.
Working Group 5 and 6 will organise a joint meeting in January 2016 on Linking modern data with historical data/health, budget 10.000 euro.
The course IDS/extraction software will not take place in fall 2015, but in 2016, budget 3000 euro.
It was decided that the contribution to the e-journal will remain the same as last year, 15.000 euro.

Kees will make a new budget and he will send it to ESF, together with the rewritten 'Commentary'. Everybody agreed that the details of the budget, if necessary, will be worked out by the Executive Group.

> **Action:** Make new budget 2015-2016 and commentary and send it to Executive Group and ESF for approval – Kees Mandemakers and Marja Koster (May 2015)

7.   Report of coordinator on her activities and annual renewal of the coordinator's contract

The report of the coordinator was accepted. Everyone agreed to renew the contract until the end of the program, July 2016.

8.   Date and Location of next Steering Committee meeting

Kees Mandemakers asked if there is a need for the steering committee to come together before the meeting in Leuven, September 2016. Anders Brändström thinks it is useful to organise a meeting in Spring 2016 and other agreed. It was decided to have the next Steering Committee meeting in coordinance with the ESSHC conference in Valencia in Spain, on Tuesday 29 March.

> **Action:** Organise the next Steering Committee Meeting – Kees Mandemakers and Marja Koster (May 2015 and on)

8. Any other business

Saskia Hin thanked everyone for the ideas for the e-journal. She is convinced that the editors will welcome them. Gunnar Thorvaldsen thanked Kees for all his work and gave him a present. Michel Oris announced that, as of 15 July, he will be appointed as vice-chancellor of the University of Geneva.

9. Closing of meeting

The chair closed the meeting at 16.45 and thanked everyone for their commitment. He invited all for drinks and dinner.

EUROPEAN SCIENCE FOUNDATION

Standing Committee for the Social Sciences (SCSS)

Research Networking Programme on "European Historical Population Samples Network (EHPS-Net)", 2011-2016
6th meeting of the Steering Committee, International Institute of Social History (IISH), Cruquiusweg 31, Amsterdam, the Netherlands

Friday 8 May 2015

19.00   Dinner

Saturday 9 May 2015

09.00   Welcome with coffee and opening remarks - Kees Mandemakers

               Approval of the agenda

               and

               Approval of the minutes of the 5th meeting of the Steering Committee, 25 September 2014, 'Sala Marina', Hotel Catalunya, Via Catalogna 22, Alghero, Sardinia (Appendix 1) and of the minutes of the 3rd EHPS-Net Meeting, 24 September 2014, San Francesco Conference room, via Carlo Alberto 46, Alghero, Sardinia (Appendix 2)

09.15   State of the art of networking activities (including calls, assessments of applications & reports) – Planning of activities (chair: Kees Mandemakers)

               Discussion of the planning 2015-2016 (end of program) by the Steering committee, concerning:

               a.   Working group 1 – Development Portal (Appendix 3)
               b.   Working group 2 – E-journal Editorial Board (Appendix 4)
               c.   Working group 3/4/10 – IDS (Appendix 5)
               d.   Working group 5 – Looking into European and national call structures, developing proposals for historical micro data infrastructure (Appendix 6)

11.00   *Coffee break*

11.15   Continuation of discussion of the planning 2015-2016 (end of program) by the Steering committee, concerning:

               f.   Working group 6 – New databases (Appendix 7)
               g.   Working group 7 – Education (Appendix 8)
               h.   Working group 8 – Standards for documentation about databases (Appendix 9)
               i.   Working group 9 – GIS (Appendix 10)

13.15   *Lunch*

14.00   Discussion on the future of the network (Appendix 11)

14.45   Discussion on the closing conference

15.30	*Tea break*
15.45	Discussion of the work plan/budget 2015-2016 (Appendix 12)
	a. the outlines of the budget as a consequence of the decisions made today
	b. authorization that details of the budget will be worked out by the Executive Group
16.40	Report of coordinator on her activities and annual renewal of the coordinator's contract (Appendix 13)
16.45	Date and location of the next steering group meeting
16.50	Any other business
17.00	Closing of meeting and drinks
18.00	Dinner