1. GEO news/status/schedule
2. Online Work Plan Sheets
3. Progress on other Boards set-up
4. Submission to March ExCom
   a. Final list of initial IIB members
   b. Statement of Work
   c. Action plan
5. Work Plan Symposium:
   a. What IIB want to get out of the WPS (e.g. input for the analysis of progress towards targets that the IIB will report to ExCom in June/July),
   b. and how to achieve this (WPS agenda, Task presentations, ...)
6. Communication
7. AOB