

SND@LHC Collaboration**16 April 2021****Minutes of the 4th SND@LHC Institute Board
(Zoom, 16 April 2021)****Present:**

A. Golutvin (London, United Kingdom), M. Bogomilov (Sofia, Bulgaria), O. Ruchyaskiy (Kopenhagen, Denmark), M. Dallavalle (Bologna, Italy), A. Di Crescenzo (Napoli, Italy), M.A. Guler (METU Ankara, Turkey), H. Lacker (Berlin, Germany), R. Wanke (Mainz, Germany), M. Komatsu (Nagoya and Toho, Japan, also representing S. Ogawa, Toho), C. S. Yoon (GNU, Korea), A. Boiarskyi (Leiden, The Netherlands), N. Leonardo (Coimbra, Portugal), V. Shevchenko (Kurchatov, Russia), T. Shchedrina (P.N. Lebedev Institute of Physics, Russia), E. van Herwijnen (MISiS, Russia), T. Roganova (Skobeltsyn Institute of Nuclear Physics, Russia), T. Ruf (CERN), L. Shchutska (EPFL, Switzerland), C. Betancourt (UZH, Switzerland), M. Campanelli (UCL, United Kingdom), K.Y. Lee (GNU, Korea), G. De Lellis (Spokesperson), W. Funk (Resource Coordinator), R. Jacobsson (Technical Coordinator), N. Polukhina (Chairperson, Lebedev, Russia).

Excused:

S. Ogawa (Toho, Japan), Saverio Simone (Bari, Italy), Markus Cristinziani (University of Siegen, Germany)

Exceptionally present:

A. Blanco (Coimbra, Portugal), K.Y. Lee (GNU, Korea)

Invited:

S. Kuleshov (Santiago, Chili)

1. Minutes of the previous meeting

The [minutes of the IB of 19 February 2021](#) were approved. To avoid the Institute Board becoming too large, each Institute should be represented by only one person. This person should have the power to take decisions on behalf of the Institute they represent. One member may represent several institutes.

2. Appointments

R. Jacobsson (Technical Coordinator) and W. Funk (Resource Coordinator) were appointed by the CERN management.

It was unanimously approved that the mandate of the Interim Spokesperson and the Interim Chairperson of the Institute Board will be extended to the duration of Run 3, and they are henceforth Spokesperson and Chairperson.

The rules for the (re-)election of these and other managerial positions will be laid down in the Constitution, which is being written.

E. Zaffaroni (EPFL) has been appointed Interim Commissioning Coordinator. A physics coordinator and editorial board chairperson will be appointed once the Constitution has been finalized.

3. MoU (Construction and Integration) status

R. Jacobsson has prepared the MoU (Construction and Integration). It is currently with the CERN Legal Service. E. van Herwijnen [presented the status of the pledges](#) made by the members of the IB.

It was decided to keep the individual contributors, and in addition to associate the institutes represented by W. Bonivento (INFN Cagliari) to Napoli, K. Petridis (Bristol) to IC, A. de Rujula (IFT Madrid) to CERN. The Korean institutes (Gwangju National University of Education, Korea University, Sungkyunkwan University) will be associated to GNU.

The MoU for Operation will be made in June. Contributions will be required per Ph.D. equivalent on the author list. An entrance fee will be required from new Institutes that join after the Construction.

4. Constitution

A draft of the Collaboration's Constitution has been written and will be circulated soon.

5. Presentation of the Santiago and SAPHIR (Chile) group

S. Kuleshov [presented his group](#). In addition, he pledged a cash funding of 30 k\$ this year, and 50 k\$ next year. Possible contributions could be the neutron shield and SiPMs for the Muon detector. From June onwards technicians and engineers can be sent to CERN, and money will be available from August.

S. Kuleshov and his group were unanimously admitted to the Collaboration.

6. Next IB meeting

The next IB meeting will take place on Tuesday June 29, after the Collaboration meeting.

There being no further business, the chairperson closed the meeting.

N. Polukhina