



SND@LHC Collaboration

**Minutes of the 7 SND@LHC Institute Board
(Zoom, 29 September 2021)**

Present:

M. Bogomilov (Sofia, Bulgaria), S. Kuleshov (SAPHIR, Chili), H. Lacker (Berlin, Germany), R. Wanke (Mainz, Germany), A. Pastore (Bari, Italy), M. Dallavalle (Bologna, Italy), A. Di Crescenzo (Napoli, Italy), S. Ogawa (Toho, Japan also representing M. Komatsu, Nagoya), C. S. Yoon (GNU+Associates, Korea), K.Y. Lee (GNU, Korea), V. Shevchenko (MEPhI, 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, Switzerland), G. Haefeli (EPFL, Switzerland), M.A. Guler (METU Ankara, Turkey), A. Golutvin (ICL, UK), N. Polukhina (Chairperson), G. De Lellis (Spokesperson), R. Jacobsson (Technical Coordinator), W. Funk (Resource Coordinator)

Invited:

L. Soraya Pommepuy, A. Vignes-Magno (CERN)

1. Status of MoUs and similar (W. Funk)

- The [MoU for Construction](#) has been finalised and is being signed.
- The [MoU for Maintenance and Operation \(M&O\)](#) has been approved by legal. The MoU for M&O was unanimously approved by the IB.
- The draft M&O budget request for 2022 (130 kCHF, amounting to a 1.3 kCHF contribution per Ph.D equivalent) was approved by the IB. The budget and the Ph.D equivalent contribution will be reviewed every year.
- The draft M&O budget request will be presented for approval at a forthcoming Financial Review Committee (FRC).
- Costs of shifts, scanning and emulsion are not included in this MoU for M&O. This will be organised formally later.
- Team Leaders who have not yet registered in the Grey Book should do so as soon as possible.

2. Report from the Search Committee (G. De Lellis)

- Candidates for the positions of Physics Coordinator and members of the Editorial Board were identified, see G. De Lellis' [presentation](#).
- A new voting procedure using zoom will be used for voting.
- Group leaders should ensure their vote represents the wish of their groups, in their absence they should delegate a proxy.

On Friday 8 October at 10.30 the IB shall meet to interview the candidate for the Physics Coordinator role.

The election for the Editorial Board members will be held on Wednesday October 13th (9:00-17:00). The results will be ratified at the IB meeting on Wednesday October 13th (at 17:00).

3. Minutes of the previous meeting

The [minutes of the IB of 29 June 2021](#) were approved.

4. Constitution

Changes to the draft Constitution were proposed and discussed. A new draft (with changes in blue with respect to the previous version) will be circulated with these minutes. The new draft will be submitted for approval at the next IB meeting.

5. Next IB meeting

The next IB meeting will take place on October 13th, before the next Collaboration meeting.

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

N. Polukhina