

NOTES OF THE 26th JACoW BOARD OF DIRECTORS MEETING

Thursday, 30 April, 2020

Present: Board of Directors: Ivan Andrian, David Button, Regis Neuenschwander, Johan Olander, Christine Petit-Jean-Genaz

Invited: Laurent Serani and Guillaume Lalaire for Point 2

1. Approval of the Notes of JBoDM25

Arising from the Notes

Christine re-apologizes for not yet having worked on the WG pages on jacow.org.

Closure of JACoW Americas RSC and Future CERN Support for JACoW as Indico Merge Project continues

There is some discussion on how to ensure a minimum support for SPMS until the Indico merge project is implemented, in particular during the time SPMS Instances the Central Repository are running.

Agreement is reached to approach CERN Management on the future development of the Indico Merge Project (the funding expired in December 2019), as well as support for SPMS/PLSQL until Indico is running, in particular with respect to the closure of the FNAL Regional Support Centre.

Action: Item to be re-discussed at the next BoD meeting.

The BoD25 Notes are approved without modification.

2. IPACs 20-24 (Ivan)

The impact of Covid19 is likely to be felt for some time to come. A number of JACoW events scheduled in 2020 are likely to be re-scheduled either in 2020, or in 2021. Budgets for future events are likely to be problematic since there are likely to be far fewer participants.

Concerning the IPAC series, Ivan reports that IPAC'20 will become a "virtual" conference. Around 68 oral presentations will be streamed, as well as the Prizes Ceremony. Papers relating to the oral presentations will be published as usual. There will be no IOP Light Peer Review. Future IPACs remain as scheduled for the time being.

IPAC'20 is asking the JACoW team to organize the editing and publication. Laurent Serani and Guillaume Lalaire join the BoD to discuss processing of IPAC'20 oral presentations.

Laurent will be writing to speakers in the near future to confirm the requirements for the submission of their contributions to the proceedings as usual via SPMS.

Laurent will also make a proposal (to the BoD) for a small team of editors to work remotely on computers set up at GANIL. Volker has already volunteered. Christine volunteers with some apprehension of working on a remote desktop. The following schedule is proposed:

From now to mid-May	Laurent to finalize the organization with Speakers (number of papers, deadlines)
From now to mid-May	Laurent will propose a JACoW Editorial Team, ensuring wide range of competences
2 June	Deadline for submission of contributions to the proceedings. Ivan insists that authors be made very well aware of the importance of complying with this deadline in view of the following editing schedule. Laurent will be required to put in the necessary effort to coordinate the submissions/coordination to authors if there are any editorial problems.
8 June	Final setting up of IT/Remote Desktops by Guillaume at GANIL. The question of software and licenses needs to be addressed well in advance. JACoW has a few licenses that may be used if necessary. Volker should test the system prior to the start of editing. Guillaume agrees to document the whole process thoroughly and publish it on jacow.org. Christine can assist Guillaume with this.
9-12 June	Editing by the Editorial Team, as well as QA.

Ivan asks that the SPMS be stripped of all non-publishable contributions.

In conclusion, Laurent and Guillaume are asked to underline to the LOC/SPC that this will not be a trivial exercise, and is far from satisfactory for JACoW. It is an exceptional exercise under exceptional circumstances.

Laurent will keep the BoD informed of all developments in real time.

3. Status of American JACoW Regional Support Centre (SPMS) Closure (Christine and Ivan)

The first instance (SRF'21) was successfully transferred earlier in the week. There was a problem with access via Firefox, later fixed. The schedule for the transfer of all future instances has been established.

Action: Christine will continue to warn the Admins/SPC Chairs.

Once the whole exercise is complete, Christine will officially inform all Stakeholders on behalf of the BoD. Since there will be no IPAC this year it will also be the opportunity to publish JACoW's annual report.

4. Status of Indico Merge Project (Ivan)

There is no news.

5. Draft JACoW Service Agreement(s) (Christine)

This will be discussed at the next BoD.

6. JACoW 2020 TM

Christine contacted our colleagues in Thailand. There is no problem for them to postpone the meeting. We will contact them again in July/August for a decision on whether to hold the meeting this year as planned, or to postpone.

7. Succession Planning for the JACoW Chair and Coordinator (David)

This item is postponed for discussion at the next meeting

8. Next meeting

BoD27 will take place via zoom (David) on

Monday 18 May at 13:00

Notes prepared by Christine