

# NOTES OF THE 27th JACoW BOARD OF DIRECTORS MEETING

## Monday, 18 May, 2020

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

### 1. Approval of the Notes of JBoDM26

The Notes of JBoD26 are approved without modification.

### 2. Virtual IPAC'20 Editing

According to a mail from Laurent Serani, the IPAC'20 team of editors is as follows:

Gustavo Bruno, David Button, Jan Chrin, Maksim Kuzin, Guillaume Lalaire, Raphael Müller, Johan Olander, Christine Petit-Jean-Genaz, Volker Schaa, Laurent Serani

Only the invited oral presentations will be included in the proceedings. The number of papers currently stands at around 70.

### 3. Status of Migration of SPMS Instances to KEK – Annual Stakeholders Meeting

Ivan will prepare JACoW's Annual Report (his usual IPAC presentation), and publish it on jacow.org.

When this is ready, Christine will prepare a mail to all JACoW Stakeholders reporting on the situation concerning JACoW events this year, including mention of the closure of FNAL Regional Support and migration to KEK.

All "current/future" US SPMS instances have now been migrated to KEK. It is decided that the remaining instances at FNAL that have already been published will be transferred to KEK to allow easy access to Volker.

### 4. Status of Indico Merge Project

Ivan reports that Natalia has now left CERN. Given the current incomplete status of the merge project, he will contact Adrian to understand what we may expect, in particular concerning the delivery and testing of the editing module.

*Action: Ivan to contact Adrian.*

### 5. Draft JACoW Service Agreements

This item has been postponed several times. Christine will re-send the Draft Service Agreements in preparation for a discussion at the next BoD.

There ensues a discussion on how to identify Team Meeting participants in the above documents, in particular those who are required to attend Team Meetings but who are not "Team Members" according to the JACoW Charter.

Christine sends TM invitations via SPMS to the following lists in the Central Repository, making around 80 individuals.

"Editors" are the "past, current, future" editors in each series, the actual "Team".

The Non-Editor Members are "past, past" editors (who have rolled out of the Team) who remain active, and all other regular contributors worldwide who continue to contribute to JACoW in various different ways.

Stakeholders: Team Editors Asia

Stakeholders: Team Editors Europe

Stakeholders: Team Editors US

Stakeholders: Team, Non-Editor Members (grouping past Editors, Scientific Secretaries, JACoW BoD, IT people, who are regulars at TMs, etc.)

Stakeholders: Team/Associated Members (Indico Team, "old friends", LOC Chairs), ... mostly "for information only"

Several conferences, in response to our call for Team Members to attend the TMs, have named Volker as their Editor-in-chief, though he has no role in the organization of the event. They felt it was sufficient that Volker attend the Team Meeting on their behalf – saving them the expense, but unfortunately missing out on the essential teachings of TMs ...

It is necessary to ensure that the Editor is a LOC member, and that if the Editor is unable to attend the TMs, then a representative of the LOC is present to represent the event.

David mentions that there are people in the Collaboration who do not have titles, but they should be at the TMs.

Christine notes that these are the persons mentioned under "Non-Editor Members" above and who are always invited.

Since they have no role in the JACoW sense, no matter how good/useful/fun/great they are it is up to the good

will of their Management that we are able to greet some of them at TMs, and conferences.

Recognition of laboratory support has always been given during Stakeholders meetings. Christine questions whether this needs to be more formally acknowledged on JACoW.org and the Management of the most active people might be contacted for a more formal agreement?

It is time to review the Charter to see whether it needs to take this situation into account.

**Action: BoD to review the Charter with the above in mind.**

## 6. AOB

### 6.1 Status of 2020 Events

Ivan has been maintaining the jacow.org forthcoming events pages with the status of this year's events:

EBIST'20: Whistler, Canada, postponed to 2022

ECRIS'20: Venue? Online Virtual Workshop, 28 Sep - 1 Oct

HB'20: FNAL, maintained so far

IBIC'20: Santos, Brazil, online vconf later in 2020

IPAC'20: Caen, France, online vconf and orals to be published

Linac'20: Liverpool, UK: postponed to 2022, vconf orals this year, not yet known whether they will be published

### 6.2 Succession Planning/Elections

The BoD decides to discuss the issue of succession planning following the decision on whether to maintain TM'20, to postpone, or cancel it. If TM'20 is postponed, the elections might also be postponed.

It is agreed that the BoD needs to discuss potential candidates in advanced to ensure they are proposed.

One good candidate for Chairman is Todd. Ivan contacted him discreetly (as did Christine). No definite yes or no to date.

### 6.3 TM'20

Due to COVID19, Ivan feels that a number of people will not be allowed to travel. Some may. A mail to explore possibilities might be sent prior to deciding on whether to postpone TM'20 or not.

If the TM "proper" cannot take place, possible actions might be:

a) to organize "virtual" oral presentations for newcomers to JACoW, editing, tools, etc., and also an event under c)

b) to organize a Workshop, by invitation only, for the decision makers and others involved in policy and technical issues, including the Working Groups,

c) to call a mini-Team Meeting just prior to IPAC'21, a workshop by invitation only, plus some mixed sessions with remote connection for those unable to attend.

Note that options a), b) and c) are not exclusive. Of the above this might be a)+b), and **optionally** c). This requires of course further discussion.

### 6.4 JPSP WG

Johan is concerned that nothing much has happened since TM'15. There is excellent documentation, but not Volker's most recent scripts.

As discussed at an earlier BoD meeting, Volker needs to finish re-working his scripts (estimated for September), and at that time it will be possible to think about transforming them into plugins to Indico.

To summarise: while Volker is re-working his scripts, Johan can give some thought to preparing the next steps.

On the question of resources for the Indico Plug-ins, David reports he is trying to get Rosemary and Josh on board, in particular regarding upload of papers in collaboration with Anthony Cuffe. Gustavo should also be able to join the team.

### 6.5 JACoW Virtual Drink (JVD)

David proposes to organize a virtual drink around the time the small team should be finishing up on the editing of the IPAC'20 oral presentations, around 8/9 June.

David and Christine set up a Doodle Poll to notify the team and establish availability. The event will take place via Zoom. If David has a problem with Zoom Licenses, Regis and Gustavo might be able to provide assistance.

## 7. Next meeting

BoD28 will take place via zoom (David) on

**Friday, 26 June at 13:00 CEST**

Notes prepared by Christine