

**Draft Minutes of the
AMBER Collaboration Board Meeting per ZOOM
on May 5th, 2021, 15:00 Geneva time**

Attendance: C. Azevedo, B. Badelek, J. Bernauer, A. Bressan, M. Chiosso, S. Dasgupta, O. Denisov, A. Dziuba, H. Fischer, J. Friedrich, S. Gerassimov, A. Guskov, E. Kabuß, R. Kaiser, R. Kurjata, J. Lichtenstadt, V. Lyubovitskij, H. Marukyan, G. Nigmatkulow, D. Panzieri, C. Quintans, P. Reimer, V. Saleev, A. Sandacz, P. Zuccon

V. Andrieux, O. Kiselev, S. Levorato, D. Neyret, G. Mallot, F. Tessarotto

Apologies: W. Lorenzon

Absent: S. Donskov, M. Finger, M. Grosse-Perdekamp, T. Iwata, D. Keller, B. Ketzer, M.X. Liu, N. Masi, T. Matsuda, I. Peric, H. Suzuki

The agenda was:

1. Welcome, Attendance and Apologies
2. Approval of Agenda
3. Approval of Minutes:
 CB meeting on Mar 22 2021
4. Communications by Contact Person
5. Communications by CB chair
6. Report from SP search committee and approval of candidates
7. Report from MoU drafting group
8. AMBER software
9. Report from TB and Planning for 2021
10. Finances
11. AOB

2. Approval of Agenda

The agenda was approved without changes.

3. Approval of Minutes

The draft minutes were distributed on April 21.

They were approved without changes.

4. Communications by Contact Person

- a. Jan Friedrich reminded on the material prepared for the SPSC meeting on April 13.
- b. Questions from referees concerned mainly funding uncertainties. For the pilot run funding comes from the involved institutes.

- c. Feedback from SPSC with preliminary schedule for the M2 beamline. The AMBER and NA64 test are currently scheduled at end of the 2021 run, the MUonE test was shifted to 2022. The final schedule will be decided in the June SPSC meeting.
- d. An oral presentation presentation of AMBER is planned for the open session of the June SPSC meeting.
- e. Man power:
Two positions have to be filled urgently.
 - **Software coordinator**: see item 8 for more details
 - **Run coordinator**: Some discussion took place on the run coordinator for the PRM pilot run, and Alexander Inglessi was proposed.
- f. AMBER is asked to participate in two working groups of the revived PBC, QCD and conventional beams.
- g. The 5th EHM workshop focused on physics for the AMBER phase 2 proposal.

Added after the meeting: Oleg und Jan will be the contact for the conventional beam working group, Wolf-Dieter Nowak for the QCD working group.

Added after the meeting: It was clarified that Alexander is available for the run coordination and he accepted.

5. Communications by Contact Person

a. AMBER logo:

A first meeting for an AMBER logo was done after the call for ideas send to AMBER. A couple of ideas were send and discussed. Some discussion took place during the CB meeting. The next Logo meeting will be announced to the whole collaboration.

b. Next meetings:

CB meeting on 28.6.21 15:00 Geneva time

CM meeting on 7./9.9.21

CB meeting on 8.9.21 15:00 Geneva time (note changed order)

CM in November, if possible in person

6. Report from SP seach committee and approval of candidates

a. Gerd repeated his report from the last February meeting with the conclusion that there are two candidates. In addition he listed the open questions for the election procedure.

b. Procedure:

After some discussion we decided for two spokespeople and a majority vote, no quorum. A vote took place whether the SP vote will be for a ticket (10 votes) or each candidate (12 votes) separately with 1 abstention. Thus everybody will have two votes.

c. Approval of candidates

Oleg Denisov and Jan Friedrich were approved as candidates.

d. Election

Gerd Mallot will act as the election chair, Barbara Badelek as observer. Carlos Azevedo will organise the secret electronics vote. During next week we will check the list of voters.

Added after the meeting: The election started on 28.5.2021.

7. Report from MoU drafting group

The MoU will cover “the construction and operation of the NA66 experiment”.

Andrea Bressan reported for the drafting group. They decided for biweekly meetings. The work started with the Articles, which are standard for CERN experiments. A CERN template is available. The aim is to finish this part within a month. The Annexes contain e.g. responsibilities, funding, organisation of the collaboration. This part will need more time and relies heavily on input from the individual groups.

8. AMBER software

Oleg Denisov shortly summarized the huge amount of work necessary for AMBER software. Some colleagues already took over important tasks. To organize the whole work a Software coordinator is **urgently** needed. Several colleagues were already contacted, but no candidate was found up to now.

A first AMBER software tutorial will take place on May 11.

9. Report from TB and planning for 2021

Stefano Levorato gave a short report mainly on items related to the PRM pilot run this year with special emphasis on financial aspects.

A first planning was discussed based on the preliminary schedule given in the last SPSC meeting. The change over time from COMPASS to AMBER was discussed and estimated to take about 6-7 days.

10. Finances

a. Jan Friedrich gave a short summary on the money collected and spent from the AMBER team account, more money is needed. There will be a contribution of Glasgow to the TPC gas system (about 30k SFr). TUM received a grant for SciFis and DAQ of 281k Euro.

b. Several groups will submit a money application very soon. For these applications an estimate of the common fund contribution in 2022 is needed. This requires the preparation of a draft budget for 2022 for AMBER, if possible for next CB meeting, latest for the September CB.

11. AOB

There was no AOB.

End of meeting: 18:25