

**Minutes of the
AMBER Collaboration Board Meeting at CERN
on November 28, 2023, 15:00 Geneva time**

Attendance: C. Azevedo, B. Badelek, A. Bressan, M. Chiosso, A. Cicuttin, S. Dasgupta, O. Denisov, S. Donskov, H. Fischer, J. Friedrich, A. Gerbershagen, A. Guskov, E. Kabuß, R. Kurjata, S. Levorato, J. Lichtenstadt, K. Liu, J. Matousek, J. Novy, D. Panzieri, C. Quintans, A. Sandacz, B. Seitz, S. Smirnov, M. Zavertyaev, P. Zuccon
M. Veit, T. Poeschl, O. Kiselev, D. Neyret, M. Alexeev

Guests: S. Groote

Apologies: J. Berenguer, J. Bernauer, K. Brinkmann (replaced by S. Diehl), N. Doshita, A. Dziuba, B. Ketzer (replaced by A. Thiel), N. Masi

Absent: D. Keller, T. Matsuda, V. Saleev, H. Suzuki, G. Mallot

The agenda was:

1. Welcome, Attendance and Apologies
2. Approval of Agenda
3. Approval of Minutes
– CB meeting October 18, 2023
4. Communications by SPs
5. Communications by CB chair
6. Addendum to MoU for Tartu
7. Update of Annex 2 of MoU
8. DY physics coordinator
9. 2024 run organisation
10. Outside meeting in 2025
11. AOB

2. Approval of Agenda

The items on the agenda were approved without changes.

3. Approval of Minutes

The minutes of the CB meeting on 18.10.2023 were approved without changes.

4. Communications by SPs (given by Oleg Denisov)

a) SPSC

- beam request submitted in Sep 5 SPSC meeting
- request for a detailed physics case presentation in Nov meeting
- outcome: SPSC endorses the new APX measurement with hydrogen and deuterium

targets at the beginning of 2024 run

- detailed schedule will be discussed in February meeting

b) Report from FRC meeting on 17.11.23

- report on experiment (by Jan)

- congratulations for successful 2023 run

- finance report (by Oleg)

- budget and comon fund contribution of **3500 CHF** approved by FRC

- special discussion on safety spending

- status of MoU (valid till 31.12.2030) signatures presented (9 of 20 signatures received)

- update of Annexes should be given each year

- outstanding contributions: FRC will watch carefully, will be very strict

The problem with the currently missing signatures was shortly discussed. The SPs will contact all group leaders whether they received the document for signature and ask for the status.

c) Interactions with CERN administration

EP department:

Discussion on direct CERN participation in AMBER, is very unlikely in the moment, but support for safety issues will be continued (about 50k CHF so far). A specific request for support was just submitted.

Director of Research and Computing:

DRC is aware of the difficulties due to missing CERN participation, eventually an intermediate solution can be found. The discussion will be continued.

5. Communications by the CB chair

a) Dates of 2024 collaboration meetings

1. PAW24 (18.-20.3.24) at/close to CERN
CM meeting Thu 21.3.- Fri 22.3.24 and CB Thu 21.3.24 15:00 Geneva time
2. CM meeting Wed 26.6.- Fri 28.6.24 and CB Thu 27.6.24 15:00 Geneva time
3. CM meeting Wed 18.9.- Fri 20.9.24 and CB Thu 19.9.24 15:00 Geneva time
(shifted by one week compared to initial planning)
4. CM meeting Week 49 (to be discussed with COMPASS)

Added after the meeting:

Extra remote CB meeting on Thu 1.2.24 15:00 Geneva time

b) Pubcom renewal

The info came very late, so it could not be put onto the agenda.

The mandates of Michela Chiosso and Aleksei Dziuba expire in November.

Michela is available for another mandate, also Aleksei send a mail that he is available for another year, but no longer as chair.

We agreed to have an electronic vote in the next two weeks.

Added after the meeting:

The electronic vote took place during December. I received 20 votes.

Michela and Aleksei are unanimously appointed for another mandate and accepted.

6. Addendum to MoU for Tartu (report given by Oleg Denisov)

The draft of the addendum was distributed before the meeting to the CB members and discussed in the meeting. The group consists currently of two physicists and will contribute mainly to software items.

The addendum was accepted unanimously.

7. Update of Annex 2 of MoU (given by Andrea Bressan)

Due the signature procedure it was noticed that there is no funding agency in the MoU for Matrivani. An investigation and discussion started. Annex 2 will be updated as soon as the funding agency for Matrivani is clarified.

8. DY physics coordinator

Kun Liu was proposed as new DY physics coordinator by the DY group following their meeting on Nov 6.

Kun Liu was appointed unanimously by the CB and he accepted.

Thanks a lot to Catarina Quintans and Carlos Azevedo for their work as DY physics coordinators.

9. 2024 run organisation

Jan showed again the CERN accelerator schedule for 2024:

- SPS NA Physics starts on 11 April
- APX Run likely to be scheduled in the beginning
- Spectrometer preparation needs to start second half of March
- Commissioning with beam from 11 April on
- 4-5 days of DY high-intensity test run right after APX

Run coordinator(s) for 2024: no candidate yet, have to be appointed in the CB meeting on 1.2.24. SPs will approach all group leaders and possible candidates.

Message from Maxim Alexeev (2023 run coordinator):

- very unequal distribution of shift duties over the different groups
- some groups could not contribute or only little, others took the main load
- the fair share should be better fulfilled in our future beam times
- partly unaccounted contributions e.g. by PNPI team (huge effort for the successful TPC running)

Persons with most shifts in 2023 (besides Maxim):

Ema Ganhito Fadigo (18.8. shifts)

Davide Giordano (18 shifts plus 3 weekly coordinations)

Chiara Alice (17.2 shifts)

10. Outside meeting in 2025

The proposal from TUM for an outside meeting at Kloster Seeon for 3.9. to 9.9.25 was once more discussed. TUM made a pre-reservation, the decision had to be taken before end of November.

There was again long, lively discussion. In end a vote took place whether the pre-reservation should be cancelled or kept. The same number of votes were given for both options, while several colleagues did not vote.

So we advocated to cancel the pre-reservation and hope the TUM group can find another solution (time and place) for an outside meeting in 2025.

11. AOB

There was no AOB

End of meeting: 17:50