SOUTHERN AFRICAN LARGE TELESCOPE

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DRAFT v3 AGENDA for BOARD MEETING 37
Observatory, South Africa

SALT FAC - 15:00 – Wednesday, 27 May, 2015 - Location TBD

DAY 1 – Thursday, 28 May 2015

1.	**Opening**	**09:00**
	1.1. Welcome (MS)	
	1.2. Apologies & register of proxies (MS/IO)	
	1.3. Approval of minutes of 36th Board Meeting (all)	
	1.4. Additional Items for Agenda (all)	
2.	**Telescope and Instrument Operations**	**09:30**
	2.1. Actions from previous meetings	
	2.2. SAAO Director Report (TW)	09:45
	2.3. SALT Operations Report (CC)	09:55
	2.4. SALT Science Operations Report - (PV)	10:10
	2.5. SALTICAM, RSS-VIS, BVIT (CC/PV)	10:20
	2.6. HRS Performance and Acceptance (PV)	10:25
	2.7. Safety (TW, CC)	10:35
	(Break)	**10:40**
3.	**Development Projects**	**11:00**
	3.1. Actions from previous meeting	
	3.2. Tracker Upgrade (CC)	11:00
	3.3. SAMS (CC/HG)	11:10
	3.4. RSS NIR (DOD / MW)	11:25
	3.5. RSS Throughput (OS)	11:40

3.6. Development Report (DoD)	11:50
3.7. RSS Autoguider, ADC, Other smaller projects (DOD / CC)	12:00
3.8. Effective Telescope Usage & Scheduling (PV / CC / DOD)	12:10
3.9. HRS Pipeline (PV / DOD)	12:25
(Lunch)	**12:50**
4. Corporate Governance	**14:00**
4.1. Actions from previous meeting	
4.2. Minutes of the Board Executive Committee (MS)	
4.3. Finance and Audit Committee (EW/LL)	14:10
4.4. Risk Register and Report of the Risk Committee (DoD, LL, IO)	14:30
4.5. Business Continuity Plan (DoD)	14:50
4.6. Strategic planning (Jack Hughes)	15:00
(Break)	**15:30**
4.7. South African SALT Task Team Report (NC)	16:00
4.8. A Conflict-of-Interest Policy (BC)	16:15
4.9. Annual Report (SR)	16:30
4.10. 3 Year Rolling Plan (TW)	16:45
4.11. 5-year review (BC)	17:00
5. Executive Session	**17:15**
End of Day 1	**17:40**
INFORMAL BOARD DINNER (WILD FIG RESTAURANT)	**19:00**

DAY 2 (Friday, 29 May 2015)

6. Business Management	**09:00**
6.1. Actions from previous meeting	
6.2. SALT Financial Status (LL)	09:25
6.3. Shareholding Status (IO)	09:40
6.4. Fund-raising (EW, DOD, NC, MS)	09:50

6.4.1. Partner Development Funding (All)

6.4.2. A Flat Budget Proposal (BC)

6.4.3. The need for more funding OR downsizing (DOD, TW)

(Break) **10:40**

6.4.4. New partners (China and other potential partners) 11:10

6.4.5. Other fund-raising initiatives

6.4.6. Fund-raising sub-committee

6.5. Consideration of Annual Financial Statements (LL) 11:35

6.6. Operations Budget and Levies 2015/2016 (LL, IO) 12:00

6.7. Operations Levies payments (IO)

(Lunch) **12:40**

7. Corporate/Financial Decisions **13:50**

7.1. Actions from previous meetings

7.2. Financial Requests (EW/IO)

7.3. Corporate Decisions (EW/IO)

(Break) **14:50**

8. Executive Session **15:20**

9. Review of Action Items and Decisions 16:00

10. Next Meetings 16:40

10.1. Details of 38th meeting

10.2. Venue & Schedule for 39th, 40th meeting

10.3. **Closure** 17:00

End of Day 2