SALT Foundation (Pty) Ltd

58th BOARD EXECUTIVE COMMITTEE MEETING

MINUTES OF THE 58th BEC – 27 MARCH 2015 VIA SKYPE

PRESENT:

Prof B Chaboyer (BC) (member)
Prof D O'Donoghue (DoD) (member)
Prof E Wilcots (EW) (member)

Prof T Williams (TW) (SAAO Director)
Ms L Labuschagne (LL) (SALT CFO)
Mr I Osman (IO) (SALT Finance Manager)
Mr C Coetzee (JCC) (SALT Tech Ops Manager)
Mr O Strydom (OS) (SALT Mechanical Engineer)
Mr Hitesh Gajjar (HG) (SAMS)
Dr J Menzies (JWM) (SAMS)
Dr P Vaisanen (PV) (SALT Astronomy Operations)
Dr E DePagne (ED) (SALT Astronomer)

APOLOGIES:

Prof M Shara (MSh) (Chair)

CHAIRMAN: Prof D O'Donoghue (DoD)

THESE DOCUMENTS ARE CONFIDENTIAL

	ACTION
WELCOME DoD welcomed the BEC, via Skype No contact from MSh, proceed with DoD as Chair	
Minutes of previous meeting and Additions to the Agenda Correction: Meeting number incorrect, change to BEC 57 Minutes of BEC 57 to be considered at the next meeting <u>Additions to the Agenda:</u> None	
1. DIRECTORS REPORT *Refer Directors Report – BEC 58 webpage* Report taken as read Risk Register – the Board must start implementing items from the register. Financial concerns – the operation costs are outstanding and the project funding is running out. Additional funding must be found or staff will be laid off. Propose a roadshow to the existing partners and add pressure for funding towards the Development Fund. SALT Conference – 3 committed speakers TW - comments from the BEC regarding the document circulated. There have been several enquiries, interest in SALT either through the purchase of time or shares. EW – what is the level of interest in SALT time purchasing? Include these parties on the roadshow? TW – Interest was expressed by 2 high level Thai Astronomers, a high level Chinese delegation and the India Institute. EW – Is there a possible long term interest from these institutes, 3 to 5 years? TW – the document distributed gives a buy-in cost @ $1.75 base date DoD – the Chinese delegation wanted to engage in negotiations but TW and DoD were not authorised to negotiate, if the BEC accepts TW document will that authorise TW and DoD to negotiate on behalf of the SALT Board? BC – Set a minimum amount of hours for buy-in and get approval from the Board and request authorisation to negotiate. Offers should be made to existing partners first. EW – MSh could join negotiations via Skype if available. ***Action – TW to reword document and distribute to the Board.***	**TW**
2. Strategic Reorganisation EW – fantastic development BC – the night time operations are very efficient JCC – the staring algorithm was implemented, this assist the SA on duty	

3. SAMS REPORT *Refer SAMS Report – BEC 58 webpage* JCC – the technical team is wary of supporting a full-scale production run, the risk is small and manageable. The schedule slips to June 2016, due to delays in shipping. Fogale sent email confirming delivery within 7 months. DoD – BEC needs to assume the risk of purchasing all sensors now instead of a phase-in approach. The risks were presented by JCC. ***BEC Agree***	
4. RSS COLLIMATOR REPAIR *Refer OS report – BEC 58 webpage* Report taken as read. OS – request for additional funding IO – the funding would have to come from existing funds earmarked surplus for future years levies or approach partners for additional funding. LL – the surplus not sufficient OS – additional funds is mostly labour with some contingency ***Proposal / Action – continue working on project with assumption that funding will be provided not, limited to what is in the current budget. The Board will need to make a decision at the May meeting.***	**Board**
5. HRS SPECTROGRAPH *Refer report – BEC 58 webpage* Report taken as read.	
6. ASTRONOMY OPERATIONS *Refer Report – BEC 58 webpage* Report taken as read.	
7. INSTRUMENTATION *Refer report – BEC 58 webpage* A – Table of review circulated to BEC B – NIR Alternative space Move to the spectrometer room and feed with fibres. EW – present a pro and con list to the community BC – Board to approve ***Action – DoD prepare a document and send to Marsha for comment*** C – Scientific Productivity and use of telescope EW – present to Board for discussion ***Action – MSh to prepare a paper and a way forward for the Board to consider***	**DoD** **MSh**
8. FINANCIALS *Refer report – BEC 58 webpage*	

9. SALT ROADSHOW IO – contact the BEC via email to get an action plan and funding in place for a roadshow PV – include highlights of improvement over past year. LL – include the video created by DB and journalist	
10. ANNUAL REPORT TW – DB circulated a draft document, IUCAA intends to present a glossy report DoD – the report was a draft and not endorsed by any member of SALT	
11. TECH OPS REPORT *Refer Report – BEC 58 webpage* JCC – financial recommendations for contract extensions, aprox R900k DoD – will address via email with BEC for decision.	
MEETING CLOSED	