SOUTHERN AFRICAN LARGE TELESCOPE

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AGENDA for SALT BOARD MEETING 38
Johannesburg, South Africa

DAY 1 – Monday, 9 November 2015
Gold Reef City Conference Room

1.	**Opening**	**09:00**
	1.1. Welcome (MS)	
	1.2. Apologies & register of proxies (MS,LL)	
	1.3. Approval of new S. African and IUCAA Board member (MS)	
	1.4. Approval of minutes of 37th Board Meeting (all)	
	1.5. Additional Items for Agenda (all)	
2.	**Telescope and Instrument Operations**	**09:30**
	2.1. Actions from previous meetings	
	2.2. SAAO Director Report (TW)	09:40
	2.3. SALT Tech & Astro Operations Report (CC,PV)	09:50
	2.4. Safety (TW,CC)	10:05
	(Break)	**10:15**
3.	**Development Projects**	**10:40**
	3.1. Actions from previous meeting	
	3.2. Tracker Upgrade (CC)	10:50
	3.3. SAMS (CC)	11:00
	3.4. RSS New Autoguider (CC)	11:10
	3.5. Priority Projects (CC,PV)	11:20
	3.6. Laser Frequency Comb (PV)	11:35
	3.7. HRS and RSS Pipelines (PV,SC)	11:45

(Lunch)	**12:00**
4. Corporate Governance	**13:00**
4.1. Actions from previous meeting	
4.2. Minutes of the Board Executive Committee (MS)	
4.3. Finance and Audit Committee (EW,LL)	13:15
4.4. Risk Register and Report of the Risk Committee (LL)	13:35
4.5. Business Continuity Plan (TW)	13:50
4.6. Strategic planning, key projects (JH,LL,PV)	14:00
(Break)	**15:00**
4.7. Publicity Plan, SALT publications (TW,NC)	15:30
4.8. South African SALT Task Team Report (NC)	15:45
4.9. Annual Report (SR)	16:00
4.10. 3 Year Rolling Plan (TW)	16:10
4.11. SALT 5-year review (BC)	16:20
4.12. RSS NIR (MW)	16:40
4.13. See First Item, Day 3	
5. Executive Session	**16:55**
End of Board Day 1	**17:20**

FAC will meet immediately after the conclusion of Day 1

DAY 2 (Tuesday, 10 November 2015)

SPECIAL SESSION - STRATEGIC PLANNING, CORE STAFF AND FUTURE BUDGETS	**09:00**
LUNCH	**11:30**
OUTREACH AFTERNOON	**12:30**
BOARD DINNER (Back o the Moon Restaurant)	**19:00**

DAY 3 (Wednesday, 11 November 2015)
NRF Conference Facility

4.1.2 Human Capital Development (GB,BC,NC,EW)	09:00

6. Annual General Meeting of Shareholders **09:45**

a) Opening
b) Register of proxies
c) Appointment of directors
d) Appointment of auditors
e) Consideration of the Annual Financial Statements
f) Declaration of nil dividend
g) Any additional business
h) Close

7. Business Management **10:20**

7.1. Actions from previous meeting		
7.2. SALT Financial Status (LL)		10:25
7.2.1	Funds and Debtors	
7.2.2	Development Fund	
7.2.3	Projections 2015/2016	

(Break) **10:50**

7.3. GU and Canterbury (MS)	11:20
7.4. Shareholding Status (LL)	11:30
7.5. New partners (China, Mexico, other potential partners) (TW,NC)	11:40
7.6. Fund-raising (EW,NC,MS)	11:50
7.7. Human Resources Plan (LL,CC,PV)	12:00

(Lunch) **12:40**

7.8. Operations Budget and Levies 2016/2017 (LL) 13:40

8. Corporate/Financial Decisions **14:30**

8.1. Actions from previous meetings

8.2. Financial Requests (EW/LL)

8.3. Corporate Decisions (EW/LL)

(Break) **15:10**

9. Executive Session **15:40**

10. Review of Action Items and Decisions 16:10

11. Next Meetings 16:30

11.1. Details of 39th meeting

11.2. Venue & Schedule for 40th, 41st meeting

11.3. **Closure** 16:50

End of Day 3 and of Board Meeting