SALT Foundation (Pty) Ltd

59th BOARD EXECUTIVE COMMITTEE MEETING

MINUTES OF THE 59th BEC – 31 JULY 2015 VIA SKYPE

PRESENT:

Prof B Chaboyer (BC) (member)
Prof M Shara (MSh) (Chair)

Prof T Williams (TW) (SAAO Director)
Ms L Labuschagne (LL) (SALT CFO)
Mr C Coetzee (JCC) (SALT Tech Ops Manager)
Mr O Strydom (OS) (SALT Mechanical Engineer)
Dr E DePagne (ED) (SALT Astronomer)

APOLOGIES:

Prof E Wilcots (EW) (member)
Dr P Vaisanen (PV) (SALT Astronomy Operations)

CHAIRMAN: Prof M Shara (MSh) (Chair)

THESE DOCUMENTS ARE CONFIDENTIAL

	ACTION
WELCOME MSh welcomed the BEC, via Skype	
Minutes of previous meeting and Additions to the Agenda	

Additions to the Agenda:	
1. **DIRECTORS REPORT** Report taken as read	
2. **TECH OPS REPORT** Report taken as read	
3. **SCIENCE REPORT** BC – report on the HRS pipeline? ED – ongoing. Assistance is needed with developing code for the pipeline. TW – Darragh O' Donoghue (DoD) had started discussions with Paul Butler but that has been on hold until someone takes on the project. MSh – Steve Crawford (SC) spent time at AMNH reducing data, the pipeline is efficient and rapid. A few months focussed effort by Anja Schroeder could assist with getting it available in a short period of time. Funding available to assist SC in building the pipeline, aprox 3-6 months of Anja Schroeder and a postdoc will assist in reducing the last years worth of data TW – Carl Mitchell, Rutgers student, has FP pipeline in development. The RINGS project will provide a FP pipeline in return for SALT time. ***ACTION: Present a concrete proposal including funding requirements and specs at the next BEC***	**SC / LL**
4. **SAMS REPORT** Report taken as read.	
5. **TRACKER / GUIDER / RSS** Tracker: JCC – Tracker hexapod upgrade is in progress and within budget, procurement can begin. Time for work to be allocated. LL – 10 tracker motors are being procured and funded from the Asset Renewal Line. Guider: JCC – Guider information is limited, discussions with LL and OS still taking place. OS – the design of the prototype must be tested in the lab TW – Between SAAO and SALT there is not enough optical work to employ a full time optical engineer, best option is to hire contractors with optical design experience as projects arise. TW – OS, Janus Brink (JB), Lisa Crause (LC) are doing an online optics course with the Univ of Arizona. DoD was the local supervisor so this role needs to be filled as well. RSS: JCC – RSS project on hold TW – installation of FP to be completed on low res Etalon and tested but manpower is limited. JCC – the ADC has been cleaned which led to an increase in throughput.	
6. **FINANCIALS**	

SAMS – the cost for Deon Bester (DB) was not included in the projections, BEC to decide on increasing the risk and using current staff or contract to DB. This will lead to an overspend of R480k. MSh – JCC to negotiate with DB to ensure his availability to the project from November. Development Fund Projects – All personnel costs are included in the Operations budget, except SAMS. TW – the Science Conference Budget was reviewed and there is a surplus. LL – if all income is received, SALT will breakeven.	
7. **GOETTINGEN AND CANTERBURY UPDATE** MSh – Goettingen and Canterbury have no money. A request has been made to Goettingen to return their shares since no payments have been made for 2 years, they will then receive 1 years time on telescope. The shares can be sold to recover costs. Canterbury still hopes to raise funds but there has been no confirmation yet. ***Action – Request IUCAA to pay Development Fund contribution and contact Stalin regarding joining consortium.*** BC – requests the Board prepare a formal request for partners to assist with additional funds, this would assist with Dartmouth requesting additional funding for the Development Fund. ***Action – BC to prepare a draft request and MSh to formalise and distribute.***	**MSh** **BC / MSh**
8. **OTHER ITEMS** SALT Webpage: TW – the new webpage does not list the partners / directors names, does the BEC agree to adding the information. MSh – yes JCC – will provide the link to the SALT Matrix for the BEC and Board. HRS Pipeline: ED – will continue discussion with Paul Butler regarding the HRS Pipeline contract. 1 option discussed was access to SALT Time. ***Action – ED to continue as contact person with Paul Butler RE: HRS Pipeline.*** MSh – would it be possible to award DDT? TW – Won't qualify since that would be commissioning time. BC – there was discussion with DoD at the Board meeting regarding this, check notes. ***Action – ED to draft letter to the Board summarising the need and see if anyone within the consortium can assist, if no response within a month then approach Paul Butler.*** Durham Documentation: ED – Awaiting 1 document then complete. Acceptance meeting will be held on the 18 August. SALT Board Meeting:	**ED** **ED**

MSh – Nithaya to formalise with WITS.	
MEETING CLOSED	