SALT Foundation (Pty) Ltd

60th BOARD EXECUTIVE COMMITTEE MEETING

MINUTES OF THE 60th BEC – 6 OCTOBER 2015 VIA SKYPE

PRESENT:

Prof B Chaboyer (BC) (member)
Prof M Shara (MSh) (Chair)
Prof E Wilcots (EW) (member)

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 P Vaisanen (PV) (SALT Astronomy Operations)
Mr Hitesh Gajjar (HG) (SAMS)

APOLOGIES:

CHAIRMAN: Prof M Shara (MSh) (Chair)

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

Minutes BEC 59 Corrections: Staff identified by initials, add full names. Item 3 – correction Cart should be Carl Item 3 – Optical work – ADD not enough optical work to employ full time engineer Item 5 – RSS – TW comment, correct FB to FP Item 7 - MSh comment, add NO to last line Following revisions to the draft minutes, BC proposed motion to accept with corrections, 2nd EW. Actions: Item 3 – SC / LL Discuss under Agenda item Item 7 1. MSh - Action completed. IUCAA – no additional funds, but no further response received. Stalin – responded through David Buckley that it is still being considered. 2. BC / MSh – Incomplete Item 8 1. Eric Depagne (ED) – information sent to MSh, awaiting response from MSh on way forward. MSh – previous meeting confirmed he should continue discussion with Paul Butler on his requirements, will be in contact with ED. 2. ED – MSh will discuss under agenda item. Additions to the Agenda:	
1. **DIRECTORS REPORT** Report taken as read TW – During September TW attended a meeting at NRF with representatives from NRF and DST regarding prospects and additional funding in future. There is sympathy for purchasing time when it becomes available but no sympathy to purchase shares. EW – further information on the Mexican delegation. TW – institutes from various institutes in Mexico. Information for MSh, Canterbury and Goettingen was provided to them along with updated pricing information on the telescope. They have some interest in the southern hemisphere. The visit was arranged by the DST to discuss possible bilateral agreements between Mexico and SA. Visited SAAO and SKA and concluded with a workshop held at SAAO on possible involvement. **Action – MSh to follow up with the Mexican delegation on possible interest in SALT.**	**MSh**
2. **PRIORITY REVIEW REPORT** Reports taken as read MSh – Thank the team for the work put in to the table and the summary. JCC – The top 3 projects; SAMS, tracker and guider are continuing. The polarimetry will be commissioned before the end of the year. The pipeline	

project requires attention from the BEC. The laser frequency comb, technical view is that there might be interference with tracker installation. Looking at the shutdown plan and where it can fit in with the tracker. PV – Reiterate that the report is successful and prioritising is working. Note for Agenda, the Scientist and Tech Operations report have been combined and should be noted. The report submitted for this meeting is a combined report and called SALT Operations Report. MSh – change will be noted for future meetings. BC – report on the SAC. JCC – project was put on hold through Darragh O Donoghue's recommendation, a feasibility study is required to see what the full effect will be. Some coatings are too fragile to clean. This project will take a long time. BC – a feasibility study must be done and given attention over the next 6 months. MSh – will the laser frequency comb and tracker upgrade happen at the same time? JCC – currently planning for that and planning to be ready by March to install Tracker and with coordination it can be done at the same time. PV – time allocations for 2015-2 semester has 2weeks downtime scheduled. OS – the servicing of RSS must also be taken into consideration. PV – astro ops feels that RSS should be done in winter. **Item 2 continued** **HRS PIPELINE** PV – information in the Operations report, no resources to continue. Steve Crawford (SC) working on other high priority projects. Limited time to work on this project. Anja Schroeder cannot develop the project further, she is not a developer. She is being hired to work on data sets and to get the information out. Recommendation to hire someone to develop the pipeline further will be presented to the Board. BC – a colleague is willing to develop his Fistool for SALT, works on the Nordic telescope. No feedback received from SALT on possibility. **ACTION – BC to initiate contact between his colleague and PV and Eric Depagne to discuss the current pipeline and Fistool.** **Item 2 continued** **Laser frequency comb** MSh – as discussed earlier, it will go on in the same timeframe that tracker would happen. BC – in terms of installation, is this installed inside or outside the tank? TW – outside the tank and feeds in through a fibre. PV – the next SALT Status update will provide more information on what will be planned regarding the comb, no formal call for proposals but will be decided on by Astro Ops and time will come from buffer engineering. If there are other ideas or proposals these will be considered.	**PV / BC**
3. **OPERATIONS REPORT** Report taken as read. MSh – pleasing to see the number of successful observations, congratulate the team. JCC – there were 824 observations done by this morning. There is still a lot of HRS data lying around and no papers published. BC – inform partners on the observations and the numbers and try to	

understand why they are fluctuating. PV – considering holding meetings with partners and TAC. Working with Anja Schroeder on statistics for paper analysis **Action – contact chairs and be available for meetings to discuss the observations.**	**PV**
4. **SAMS REPORT** Report taken as read. JCC – team working very well, they are on track for completion in March. OS worked on industrialising the sensor bonding equipment. MSh – concern about bubbles in the bonding agent and glue. JCC – since working under a vacuum all the bubbles are eliminated. BC – what was the range of relative humidity effects during testing? HG – the humidity exceeded 80% over the 24day period. No trend of behaviour of the system with the humidity. MSh – any concerns regarding the bonding? HG – the only risk would be to replicate what we have now on a larger scale and ensure the quality.	
5. **TRACKER UPGRADE PROJECT** **Report taken as read** JCC – pulled back on the slip, within 1 month of schedule and within budget. Installing the Y-anti gravity drive this week and might lose 2 nights observing.	
6. **FINANCE REPORT** Report taken as read LL – Cash balances are ok, the offshore funds can cover expenses. HRS approved for payment but still awaiting the invoice, no feedback from them. No payment will be made until the invoice has been received. Will do a follow-up with supplier. Asset Renewal – RSS guider and tracker drives purchased. Cash flow projection – running out of cash by March 2016. Goettingen and Canterbury ops levies are not included. Income Projection – IUCAA's R2M contribution was committed but has not been received yet, struggling to get this from them. MSh – discuss with IUCAA at next Board meeting but LL to try 1 more time before the meeting. Debtors – 85% of Ops levies already received. Funding from UKSC expected in October. Small contribution outstanding from Poland. UNC expected in December. AMNH expected in November and May 2016. Not expecting funds from Goettingen and Canterbury. <u>Projections</u> Summary of deficits and how it will be funded. The loss from Goettingen and Canterbury will be covered by the Board contingency. Shortfall of R1M by end of financial, hoping for additional funding to cover the Goettingen and Canterbury funds. <u>2016/17 Budget</u> Strategic plan and prioritisation of projects was worked on.	

Budget proposed, with the current manpower and projects, could be R32.5M, including the Asset Renewal, this is 14% increase from the previous year. The Board should consider the effect of the exchange rates fluctuations on the budget. MSh – should the budget be presented in US $ or Euro? LL – The Board should look at the US$ budget as a basis and request an acceptable increase on that. MSh – if the budget was more constant the partner institutes would be more prepared to fund accordingly based on a 2% increase on the US $ amount. BC – Dartmouth looks at the US$ budget and if the budget increase was reasonable within inflation then it would be preferable. MSh – the BEC recommends a 2% increase in US$ to last years budget. EW – LL could draft a table reflecting the past 2 years and forward 2 years for each partners ops levies payments in US$. LL – will prepare a draft budget based on US$. <u>HR Planning</u> LL – all current staff and percentage commitments used as a basis for future planning.	
7. **GOETTINGEN / CANTERBURY UPDATE** Goettingen is looking for funding but will not receive funding from the government or university. Wolfram Kollatschny (WK) is willing to sell time, proposing to return the shares within 3-6 months in return for 1 years observing time, if shares not sold within a certain time then he could buy the shares back. Canterbury - possible South Korean interest but no response. Similar situation to Goettingen and might have to return shares to SALT. MSh – this must be proposed to the Board.	
8. **SALT BOARD MEETING** Nazli Mohamed (NM) – in contact with Wits University, they will source accommodation close to the meeting and shuttle service providers. Sivuyile Manxoyi working on the Outreach Activity with Science Centre and Univ of Johannesburg. Further information will be sent to the Board.	
9. **OTHER ITEMS** <u>SALT Website</u> LL – working on a new website for the Board, current website is not secure and all documents can be accessed if you know the URL. <u>Publication</u> PV – The latest paper by a UK astronomer was published, the national tv broadcaster requested an expert on black holes, Steve Crawford is the expert and he was interviewed for this.	
MEETING CLOSED	