

## Summary Record

The twenty-ninth meeting of the HEPTech Board was held at ELI beam facility in Prague, on June 10th 2022.

### List of participants

	Name	Institution	Present	Proxy	Right of vote
1	ANDERSEN Jimmy	ESS (Sweden)	Yes		Yes
2	BAIN, Elizabeth	STFC (UK)	Yes		Yes
3	BARONE, Michele	Demokritos (Greece)	Yes		Yes
4	BAUER, Martina	GSI (Germany)	Yes		Yes
5	BRENNAN Liam	STFC (UK)	Yes		No
6	BERECKZEI David	ELI-ALPS, (Hungary)	No	Ales Hala	Yes
7	Giovanni Anelli	CERN (Switzerland)	Yes		Yes
8	Antal Jakovac	WIGNER	Yes		Yes
9	LANZA, Agostino	INFN (Italy)	Yes		Yes
10	Holly Smith	STFC	Yes		No
11	Valentina Venturi	HEPTech	Yes		No
12	Zamfir Daniela	IFIN-HH	Yes		Yes
13	Bojil Dobrev	Sofia University	Yes		Yes
14	Ales Hala	Eli Beams (Check Republic)	Yes		Yes
15	Spreng Moritz	GSI	Yes		No
				<b>Total rights of vote</b>	<b>11/14</b>

The meeting was called to order at 09.35 a.m. (CET) with the following agenda:

1. **Quorum and proxies**
2. **Approval of the Agenda**
3. **Approval of the last Board Meeting minutes**
4. **Information: meetings and events**
5. **Communication activities**
6. **Report: finances and expenses**
7. **Board papers**
8. **Discussion topic: associated/reduced membership**
9. **AOB**

## **SUMMARY**

### **1. Quorum and proxies**

The following members were absent:

- Jose Carlo Rasteiro (LIP, Portugal)
- J. Jadlovsky (University of Kosice, Slovakia)
- Maria Mavri / Ioannis Gkialas (University of Aegean, Greece)

David Bereczei from ELI ALPS was represented by Ales Hala from ELI Beamlines.

E. Bain declared that the quorum of two thirds of the members had thus been reached.

The new number of member institutions is 14.

### **2. Approval of the agenda**

The agenda of the June Board Meeting 2022 was approved.

### **3. Approval of the last Board Meeting minutes**

The December 2021 Board Meeting minutes were approved, with a typo pointed to be corrected.

### **4. Information: meetings and events**

V. Venturi shows the event and meetings advertised in 2022 with particular attention on the events from January to June 2022.

The HEPTech events in 2021 included:

- one meeting on HEPTEch's future, the presentation will be done by Liam Brennan.
- 2 episodes of HEPTrepreneurs: one on the importance of Networking and one on Entrepreneurship and knowledge transfer from the point of view of an entrepreneur, episodes n. 6 and 7 counted around 25-30 participants, as the 2021 episode had in average.
- One Best Practice event: the Best Practice was a presentation about ELI Beam Facility and how Knowledge Transfer works in the institution, it was by Ales Hala, HEPTEch board member.

The calendar for the 2022 remaining Episodes was as well shown. Some episodes are organized with the help of AnchoredIn, a company by Ian Tracey.

## 5. Communication activities and

V. Venturi presents the communication activities done till June 2022.

Internal communication was done through around 20 emails the official mailing list of HEPTEch members, advertising internal and external events, newsletters and news.

The website has been kept up to date with the help of the in-kind contribution of Adrian Ciciocenu from IFIN-HH.

The LinkedIN page had a growth from 172 to more than 300 followers, V. Venturi suggests the members to post there any relevant event to advertise to the HEP community. It was reminded that they need be given access admin rights to post news stories.

The June newsletter is due to come in the following days, it covers and interview to les Hala and news from members.

The video prepared over the winter months was presented and is now live on Linked in and the website. Members are encouraged to use it on their own sites.

## 6. Future of HEPTEch meeting

Liam Brennan presented the wrap-up of the meeting held in CERN on April 5<sup>th</sup> 2022.

The meeting was about reviewing the mission statement, checking the HEPTEch offer and answering some surveys to gain an understanding of the HEPTEch offering.

Liam presented a Review of Mission Statement showing that 72% of respondents agreed that the current Mission Statement reflects their understanding of HEPTEch. Some suggestions were made as the need for a more concrete, succinct mission statement, the focus on large scale facilities with tech transfer and business development, the awareness raising about HEP for user/partner communities, the coverage of the knowledge transfer as well as tech transfer and the dissemination and diffusion of technical activities related to HEP.

A new mission statement is proposed in a Board Paper.

There was open question the possibility to expanding the network.

The brand HEPTEch is, according to many what distinguishes the network from many other's that are not specific in High Energy Physics.

Respondents were asked to rank the current offerings from membership in the network in order of importance to them. The results showed that best practice and idea exchange sessions and AIME funding support were the most identified as the highest ranked offerings.

## 7. Finances and Expenses

E. Bain shows the HEPTEch financial situation: the 2021 balance was of €31'740 at the end of the year 2021. She expects a balance of €33,548 based upon commitments to date. Not €19'722 EUR as suggested at the meeting.

The previously closed RFFs for 2018 from CEA, NTUA and one RFF for 2019 from Demokritos have been credited to take them off the HEPTEch budget line in the CERN Accounts.

She pointed out that the Communication officer's salary is subject to exchange rate fluctuations and bank charges, it starts in EUR, it is converted into CHF and back to EUR so the HEPTech contribution is around €500.00 more than expected.

## **8. Board papers**

E.Bain: presented 3 board papers.

1. Board paper on the mission statement: E.Bain gives an alternative statement for HEPTech. There is a discussion on the fact that the proposed statement is including as well LOW energy physics in the wording. As well it was discussed about the word Photonics not appearing, it was suggested that the statement can be general and not focused on a particular discipline. The biggest debate was about the High Energy Physics wording, which for some members has a strong identity importance and as well identifies HEPTech as a unique network. According to other point of view HEP is excluding and closing the offer to less institutions, while it would be good to open up the doors to more members.

It was decided to revisit the statement and circulate several different options to be discussed at the next workshop on the HEPTech future to be held online at the end of July/beginning of September.

A list of potential institutions to approach to join the network also be circulated for comment. Members will be asked to suggest any missing and identify any specific contacts at these institutions to approach.

2. Communication activities. The paper was rejected. It was decided that the communications role is too important to the network and 2 years does not afford enough continuity. The terms of Reference will be updated to reflect the decision of the board to increase the appointment of Communications Officer to 2 years with a one year extension possible. There was also a discussion around Salary and an option to increase the Salary by a modest amount of €500 per annum was discussed. The amended Terms of Reference, approval the contract extension will be circulated for approval by September for an e-vote. The increase in salary will be circulated for approval at the next board meeting in December.
3. Wigner request for AIME for financial support. The board paper is pending approval whilst the Chair gathers more information on the amount and as there were some uncertainties raised on around the organising institutions. CERN is a named organizer but the CERN representative for that HEPTech node is not aware of the actual contribution of CERN in the AIME's organisation.

## **9. Discussion topics**

EEN represented by Salvatrice Bufalino, was introduced to the Board meeting.

The EEN have asked if HEPTech can support an event AI or High performance computing in June 2023. The EEN Grenoble requires 6 month's notice prior. Members have been asked if they are interested in hosting such an event.

There was also discussion about future events that members are attending that could be used to promote HEPTech. STFC and ELI Beamlines will be attending Big Science Business Forum 2022, 4-7 October, Granada

## **10. AOB**

There was no AOB.

The meeting finished at 12:00 CET