

# MICE Executive Board meeting

15<sup>th</sup> August 2014; 15:00 BST

## Agenda

### 1. Minutes and actions: All

- **KL/ZB:** Join forces to work with HR on visitor agreement.  
**Ongoing.** Meeting arranged between KL, ZB and HR next week. Hoping to make progress at this meeting.
- **ABr, DK:** Provide date for CM43 at FNAL after the end of running in October 2015.  
**Stands.** Discuss under agenda item.
- **KL:** Draft letter to be sent on behalf of MICE EB to congratulate CERN field mapping team.  
**Stands.**
- **KL:** Update Response to feedback as agreed under item 2.  
**Done.**
- **DK:** Discuss with KL when he has news of the outcome of the bid to NSF to plan next steps on engagement with NSF.  
**Stands.**
- **KL:** Contact NSF as agreed following completion of previous action.  
**Stands.**
- **KL:** Initiate review of collaboration charter as agreed under item 4.  
**Stands.**
- **KL/DO:** Produce an outline WWW page for CM40 including registration and accommodation-booking links.  
**Stands.**
- **KL:** Take forward refit of “repository of images” page with D. Ragaram and CR.  
**Stands.**

### 2. Discussion of August 2014 DOE review of MAP/MICE: MP, ABr, DK

### 3. Funding update:

- **Europe:** MB/RT
- **UK:** PS
- **US:** DK/MP
- **Japan:** YK/KL

### 4. Progress in filling empty positions in O&A organisation: KL

### 5. Common Fund:

- Status report: PS
- Proposal for “overseas visitor support”: KL/RP

### 6. Speakers Bureau: VP

- Proposition from IAP Publishing: VP

### 7. Next Collaboration meetings:

- CM40: Rome: 26Oct–29Oct: DO
- CM41 et seq: KL
  - 2015:
    - \* CM41 09th to 13th February 2015

- \* CM42 22nd to 26th June 2015
- \* CM43 05th to 09th October 2015: USA, TBC
- 2016:
  - \* CM44 15th to 19th February 2016
  - \* CM45 20th to 24th June 2016
  - \* CM46 03rd to 07th October 2016

8. **DONM:**

Friday, 19<sup>th</sup> September 2014; 15:00 BST

9. **AoB**