

2005/06/13

To: Distribution  
From: N.Toge  
Subject: Minutes of the LC Leaders Meeting at KEK

Date: Monday, June 13, 2005

Time: 10:00 – 10:18

Place: KEK Bldg 3, 7F, Meeting Room

Attended: K.Yokoya, S.Noguchi, M.Kuriki, F.Takasaki, J.Urakawa, N.Terunuma, T.Tauchi, Y.Morita, R.Sugahara, H.Hayano, K.Saito, K.Tsuchiya, S.Fukuda, N.Toge

## 1. General Communication

Yokoya reported on the following matters:

- An “All-conveners’s video meeting” for Snowmass 2005 was held late night (JST) on June 9.
  - Organization of the WGs, including splitting of WG3 into WG3a/3b and rearrangement of WG1 vs “Global” groups, was discussed.
  - Preparation status of WG contents was reviewed.
  - It was agreed that the Go3 and conveners will create the WG participant lists with their availability schedule at the workshop, so as to facilitate the preparation efforts of the WG agenda.
  - The next “All-conveners’ meeting” is scheduled for Monday, June 27.
- B.Barish will visit KEK Monday, June 27.
  - T. Shidara should prepare an overview of the past cost estimate efforts of the cold LCs.
  - A. Enomoto should prepare a status overview of the efforts around KEK on the conventional facilities for ILC.
  - H. Hayano (STF), J. Urakawa (ATF) and K. Saito (AR-East) should prepare tours and short hand-outs for Barish.
  - The proposed schedule for June 27 and 28 are as follows.

June 27

9:30(?) - 11:00	Totsuka - Barish meeting : DG’s Office
11:00 - 12:00	Y. Totsuka + Asian team with Barish : DG’s Office W. Namkung, K. Yokoya, H. Hayano, K. Saito, N. Toge, T. Shidara, A. Enomoto, Y. Morita, F. Takasaki
12:00	Lunch at the KEK-Cafeteria W. Namkung, K. Yokoya, H. Hayano, K. Saito, N. Toge, T. Shidara, A. Enomoto, Y. Morita, F. Takasaki, K. Oide, S. Noguchi
13:30	Seminar at the 4th building seminar hall
14:30	Discussion with the KEK ILC team and others; Talk by Won Namkung
17:00	Tour to the STF and labs for the Superconducting RF cavity fabrication and test sites
18:30	Dinner
22:00	All Conveners’ meeting

June 28

9:00 Barish leaves Tsukuba for Tokyo  
14:00-16:00 Barish gives a seminar at U.Tokyo, then leave for Kyoto.

- On a related matter, Takasaki requested Hayano and Noguchi to prepare a mission statement summary for STF Phases-1 and 2 today (June 13).

### **3. WG Status Reports and Others**

- WG4 :
  - Efforts for authoring and editing the ATF project proposal report is progressing. The latest snapshot of the draft is available at [http://www-project.slac.stanford.edu/ilc/acceldev/beamdelivery/tmp\\_atf2/latex1/](http://www-project.slac.stanford.edu/ilc/acceldev/beamdelivery/tmp_atf2/latex1/) (Urakawa, Tauchi).
- WG5:
  - Contamination, suspected due to oil leakage from the compressor, is being examined for the water rinsing system at AR-East. The rinsing in the meanwhile will be done at our contractor's site, instead. The performance of the 300W amplifier for use at the vertical testing of 9-cell LL cavities will be done shortly (Saito).

**Next meeting: June 20, 10:00AM at KEK Bldg 3, 7F Meeting Rm (chair: N. Toge, minutes: M. Kuriki); Video-link \*will be\* available.**