

2005/12/19

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

Date: Monday, December 19, 2005

Time: 10:05 – 10:55

Attended: Yokoya, Kuriki, Toge, Saito, Tsuchiya, Urakawa, Terunuma, Tauchi, Sugahara,  
Kubo, Hayano, Noguchi, Shidara, Fukuda, Morita

Place: KEK Bldg 3, 7F, Meeting Room

## 1. JFY2006 Budget

- All inputs submitted by LC leaders last week have been compiled. After review by the LC office staff, the initial budget request will be submitted to Prof Kamiya (Head, Accelerator Laboratory, KEK) within a day or two.

## 2. BCD Colloquium

- BCD colloquium is scheduled tomorrow (Dec. 20) at 10:00-12:00 and 13:30-15:00 at KEK 7F Meeting Room.

General Parameters	Yokoya	10min
Electron/Positron Source	Kuriki	20 min
Damping Rings	Ohmi	25 min
Ring to Main Linac	Kubo	15 min
Main Linac	Ohuchi	25 min
Cavities	Saeki	25 min
Beam Delivery	Tauchi	20 min
Cost Engineering	Shidara	10 min
Conventional Fac and Siting	Enomoto	15 min
Operations and Reliability	Terunuma	10 min
Instr. And Controls	Urakawa	10 min
Physics Options	Omori	10 min

- The goal of this meeting is to learn what is actually written in the Straman-BCD, and identify the issues therein.

## 3. Area System Leaders Meeting (January, 2006)

- The Area System Leaders meeting will be held at KEK on Jan 19-20.
- Participants in this meeting include: Go3, Area System Leaders (inc., Kuriki, Hayano, Yamamoto, E.S.Kim and J.Gao from Asia) and chairs of CCB and DCB.
- G.Dugan will visit KEK immediately before this meeting (likely, Jan 18).

## 4. Visit by R.Staffin (DoE)

- M.Staffin is visiting KEK on Dec.19. Tours will be organized for him to visit the AR-East and ATF, in addition to PF, KEKB and BELLE.

## 5. General Schedule

- ~Jan 15 (date not final): ILC-Asia meeting might be held in Beijing (still under discussion, not final).
- Jan 16-17: ILC Cryomodule Meeting at CERN. Ohuchi is expected to attend.
- Jan 19-20: Area System Meeting at KEK (see above)

- ~Jan 25: KEK internal review (chair: K.Sato). The presenters are expected to describe the JFY05 activities after the July review, and to outline the JFY06 plans and budget.
- Feb.8-11: Low-Emittance Transport / Ring-to-Linac Meeting at CERN. Kubo is expected to attend <http://indico.cern.ch/conferenceDisplay.py?confId=545> .
- February (date not frozen): ATF2 meeting at SLAC.
- February (date not frozen): Area System Meeting at FNAL.
- March 9-13: GDE meeting at Bangalore
- March 24-25: LCPAC

**Next meeting: 10AM (Bldg 3, 7F) on Monday, Dec. 26, 2005.**