

# **ALMA BOARD**

**First Meeting 24 – 25 February 2003**

## **Summary of Conclusions and Actions**

1. The Appointees to the Board are:

**ESO**  
P van der Kruit  
C Cesarsky  
R Booth  
R Wade

**NSF**  
R Dickman  
R Giacconi  
J Hesser  
A Sargent

2. The Board designated P van der Kruit as Chairperson and R Dickman as Vice Chairperson. The Secretary is I Corbett.
3. The Board noted that P van der Kruit was designated to speak for ESO, as a signatory to the Bilateral Agreement, and R Dickman to speak for NSF.
4. The Board noted that C Cesarsky represented ESO as the European Executive and R Giacconi represented AUI as the North American Executive.
5. The Terms of Reference proposed by ESO and NSF were adopted by the Board, and will be noted as Version 1 dated 24 February 2003.
6. The Rules of Procedure proposed by ESO and NSF were approved by the Board with the voting majority required changed to two-thirds, and with that change will be noted as Version 1 dated 24 February 2003.
7. The Board approved the offer to M Tarenghi of the position of Director, from 1 April 2003, and asked the Executives to expedite the appointment.
8. The Board thanked the Key Personnel Search Committee for their report and asked the Committee to proceed with the remaining appointments as quickly as possible in coordination with the Director.
9. The Board noted the progress reports from the Director and the Project Manager.
10. The Board noted that discussions were taking place between the Executives on implementing the overall arrangements for carrying out ALMA as provided for in the Bilateral Agreement, and requested a progress report at the May Board meeting.
11. The Board endorsed the Project Plan dated 10 February as Version 1 of a document which would be put under change control.
12. The Board agreed the process for changing the Project Plan.

13. The Board endorsed the proposed 2003 Budget and Programme Plan, and the Long Range Plan as set out in Version 1 of the Project Plan.
14. The Board noted progress in Chile, and expressed deep concern over the lack of decision on the ratification process for the ESO Supplementary Agreement.
15. The Board asked ESO, NSF, and the JAO to prepare alternative scenarios to cope with continued delay in ratifying the ESO Supplementary Agreement.
16. The Board asked the JAO to carry out further studies with the ALMA Operations Group to define the size and role of the ALMA Santiago Office.
17. The Board asked the JAO to establish a process to control the placing of documentation on the ALMA Web site.
18. The Board noted the AMAC membership for the meeting on 24/25 March. The Board will approve a revised charge to AMAC by written procedure.
19. The Board asked the JAO and ASAC Chair to prepare, no later than 10 March, a draft charge for the ASAC meeting on 2/3 April for Board approval by written procedure.
20. The Board agreed that Japan should be invited to send 3 observers to ASAC and 2 to AMAC.
21. The Board endorsed the goal of the JAO to procure the production antennas to a single design which has been prototyped and evaluated.
22. The Board, following the presentation and discussions on antenna procurement, asked the JAO to proceed with the preparation of the production antenna bid package for RFP/CfT to be delivered to the Executives no later than 1 September 2003 in preparation for the final decision on procurement modality.
23. The Board asked the Secretary to prepare notes on the videoconference of the Japanese Negotiating Team, and circulate them to the Board when agreed with all participants.
24. The Board asked the JAO to prepare a written response to the Japanese proposal, to be incorporated in the reply to be sent by the Board to NAOJ as soon as possible.
25. The Board asked the JAO to study the NAOJ proposals further and report to the March 27 Board teleconference, with the goal of arranging a teleconference of the Negotiating Team between 27 March and the Board teleconference on 29 April.
26. The Board agreed to a face-to face preparatory meeting of the Japan Negotiating Team on or around May 8 at a 'neutral' venue.

27. The Board agreed to set the mandate for the Japan Negotiating Team at their meeting on 26/27 May.