

**N2 phone meeting
15th May 2006**

Attending: Claudia, Chiara, Juha, Sean, Jose, Neil

Quick Minutes and Actions

(1) LNGS Open Day

People from Canfranc, Boulby and LNGS will attend the LNGS open day on 21st May. Jose will bring 2 students from Canfranc and Boulby is sending Demitri Muna and Kostas.

ACTION: LNGS/all - have posters and brochures from all the labs available

ACTION: LNGS, Demitri - establish web-links

ACTION: Neil - contact Frejus about web links (done)

ACTION: LNGS, Demitri - take photos and write short report (1/2 page) for web-site

(2) Pyhasalmi visit 5,6 th June

This is fixed now and will be mainly a safety working group meeting. Important here will be work towards the report on strengths and weaknesses of the various safety policies.

There will also be a mini film festival of the various lab films and some comparison of the brochures to look at the best format for a possible combined brochure.

ACTION: Chiara, Claudia, all: as above, please formulate recommendations for possible film and combined brochure, ready for the next general meeting.

(3) WG 1 labs progress and tasks

The main task here is to complete the document on space demand (Sean) and to gather interest for a possible technical meeting on expansion underground. For this we need to have a list of at least one person from each lab. We also need to start exchanges between the lab science committees.

ACTION: Neil - gather list of technical people for possible working session on expansion technicalities.

ACTION: Neil - contact lab directors about exchanging science committee meeting minutes.

ACTION: Sean, Neil - complete and expand document to review experimental demand and supply

(4) WG2 safety progress and tasks

A big deliverable here is the comparison of safety strengths and weaknesses, also to gather the names for the audit committee and consider joint management strategy in specific area.

ACTION: Chiara - bring together the list of people for the audit committee and establish a first meeting. We need a representative from each lab plus external people.

ACTION: Chiara - establish HEP links, what people? and who to send to the Sept HEP safety meeting? Get names in time for Pyhasalmi visit if possible.

ACTION: Chiara/all - consider who might attend the Boulby safety days this year (June 27,28).

ACTION: Chiara - establish safety web site at LNGS with intro page open to all and then restricted access area for ourselves.

(4) WG3 outreach progress and tasks

One issue is the proposed joint folder to contain all the brochures from each lab. It was suggested that we could use parts of each labs brochure to make a small combined brochure, rather than use the Quark text.

ACTION: Claudia, Roberta - please circulate front cover of folder so we can agree format, also check that the design will allow u to fit all the brochures.

ACTION: Roberta, Claudia, all - at the Pyhasalmi visit please look at all the lab brochures and consider the best format for a possible short joint brochure. we will then decide on the final format and content at the next general meeting of N2

ACTION: All - send updated lab posters to Roberta for the LNGS web-site.

ACTION: All - at Pyhasalmi please consider the films and suggest if there is enough material already for a joint film.

(5) Next Meetings

It was considered that the next full meeting of N2 should be joint with JRA1 and held at Zaragoza on a Fri/Sat for travel reasons.

Two dates are possible - July 7/8, and July 14/15

ACTION: all - chose which date you prefer.