



MT-17
17th International Conference on Magnet Technology
24 to 28 September 2001

**Summary Notes of the 27th Meeting of the Local Organizing Committee
(LOC) held in the LHC Conference Room 112/R-034
on Friday, 14th September 2001 at 10 a.m.**

Present : C. Bosteels, F. Costa, S. Dubourg, T. Jones, R. Perin (Chairman), N. Siegel, P. Sievers, T. Taylor, T. Tortschanoff, F. Wittgenstein, E. Zuffi
Excused : W. Flegel, R. Flükiger, W. Kalbreier, D. Perini, R. Russenschuck, , H. ten Kate, C. Wyss
Absent : D. Campi

1. Adoption of the Agenda

The agenda was adopted. Several points were added under AOB.

2. Approval of the Minutes (LOC26)

The minutes LOC26 were approved with the following comment concerning point 3. Several members pointed out that Mrs Levrat had underlined the fact that the Scientific and General Secretary was conspicuously absent. Serious questions and regrets were raised concerning this appointment.

3. Status of Registrations

Sylvia Dubourg presented her latest up-dated version of registrations. A total of 581 registrations were recorded on 14 September to which 47 companions and 13 VIPs have to be added. 428 have paid so far. Amongst them we have 81 registered Americans of which 60 have paid. As far as the visits are concerned we have 270 participants signed up for Friday's visit and 37 for Saturday's visit. An extra bus has been scheduled for Friday.

Several questions were raised in connection with the terrorist events in New York and Washington and their possible effect on MT17. Strauss from DOE had asked specifically how we intended to treat the situation. Romeo will reply. It was felt (especially by W. Flegel, S. Russenschuck and N. Siegel) that for those Americans who are unable or unwilling to travel, an exception could be made in the sense that their paper - even though no-show - would be reviewed and if found acceptable, published. The cost of this would have to be defined later. They could still act as reviewers, papers would be sent to them. An e-mail containing this information could be sent to them next week.

Since the deadline of August 20 for cancellations has been passed, it was decided not to refund any paid registrations.

T. Tortschanoff said two American firms had signed up for the Industrial Exhibition, but both had representations in Europe, so no cancellations were expected from them.

4. Estimated Banquet Attendance

Romeo Perin put up some number which indicated that we would be just above the 600 limit, but bearing in mind that some of the American participants will not be attending after the recent events and also taking into account that some participants will leave before the Banquet, or even arrive after, we should be within the prescribed limits. The approximate number will be communicated to Guignard on 14 September by Romeo.

5. A.O.B.

- Financial Support Help in the form of waived registration fees and/or subsistence allowance will be granted to 11 participants (amount: CHF 13'420) and 17 students (amount: CHF 11'140) for a total of CHF 24'560, plus four free transatlantic flights. 12'550 CHF will be paid on-site when

participants/students register. F. Costa will handle this. Sylvia will prepare personalized envelopes and a list for Flavio.

- Till. Flavio will be assisted by Diego Perini and Sylvia. F. Costa will also need the forms for credit card payments made on-site; Sylvia will provide them. It is essential that F. Costa be installed between the "Prepaid Registration" Desks and MCI. -Flavio will contact MCI and ask them if he can borrow a till for the duration of the concerence.
- Warning. E. Zuffi warned against participants from eastern countries turning up and requesting financial help and lodgings on the basis of presenting an accepted paper.
- Security. No special security measures have been taken. CICG staff are in uniforms; potential gate-crashers will have to be "escorted" by LOC members. It will be essential to wear badges (requests for such notices have been forwarded to S. Maio).
- Restaurants. In principle the on-site restaurants are open to the public. E. Zuffi suggested we contact the COOP gérant (V. Fantastico) and ask him to make it clear that during the week of the conference, preference will be given to MT17 participants. (Terry Jones will contact V. Fantastico to this effect.) - Luncheon vouchers will be available for active organizers, the distribution of such tickets will be handled by Claudine Bosteels according to an approved list by the Chairman.
- Parking. Free parking will be available in Parking des Nations for MT17 Organizers and Exhibitors. A solution has to be found for Saturday 22 September. Sylvia will coordinate the distribution of parking cards.
- Press Conference. E Zuffi advised the chairman on how to best choose the date, place and journalists to be invited. Neil Calder from the CERN Press Service will be contacted by Romeo Perin. The committee felt it would be best to organize such an interview for Monday afternoon, on-site. *Alternatives:* At the Club Suisse de la Presse, any time, or linked to a specific talk, e.g. Popowski's on Wednesday at 10.30 ("Use of MRI for tumor brachithery at the University Hospital of Geneva"). A communiqué should be prepared by N. Calder.

The next meeting will be held after the Conference

(Ad-hoc discussions with concerned LOC members will take place during the week before the Conference.)

T. Jones
17.09.01