



**MT-17**  
**17<sup>th</sup> International Conference on Magnet Technology**  
**24 to 28 September 2001**

**Summary Notes of the 28<sup>th</sup> Meeting of the Local Organizing Committee  
(LOC) held in the LHC Conference Room 30-7-012  
on Friday, 5<sup>th</sup> October 2001 at 10 a.m.**

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

---

**1. Adoption of the Agenda**

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

**2. Approval of the Minutes (LOC27)**

The minutes LOC27 were approved.

**3. General Remarks after the Conference**

The chairman reported that MT17 had gone very well. He had received a number of positive comments, one in particular emphasizing the happy choice of after-lunch poster sessions. R. Perin also pointed out that the CICG staff as well as the operators from outside had been extremely helpful and pleasant. - We expect to hear from MCI soon, but it was already known that CC payments for more than CHF 30'000 had been made. The organizers of MT18 ought to be informed that bank transfers from the US can cost as much as \$30 per transfer, therefore CC payments are significantly cheaper. T. Taylor underlined that it might also be cheaper for CERN participants to pay by credit card rather than bank transfers. - The treasurer quoted a figure of CHF 45'000 for on-site cash payments, adding the CC payments, the on-site payments represented nearly CHF 80'000. T. Taylor further commented on the efficient handling of the registrations.

E. Zuffi congratulated the LOC on the smooth organization of MT17, its Industrial Exhibition, CERN exhibition and CERN visits. He pointed out how important it had been not to over-react after the events of 11<sup>th</sup> September. Should another occasion arise, it would be wise to book the CICG for 700 participants thus any annex activity (students exams) would be forestalled. The fact that MCI had contingencies in several hotels avoided last minute panics; Geneva can get very full with ongoing conferences. T. Taylor replied to Zuffi's enquiry about the audio-visual quality: a more powerful projector would have improved things in Room 2.

**4. Number and Type of Registration Fee Reimbursement Requests**

Sylvia Dubourg had received 22 cancellations of prepaid registrations. 5 had been taken over by participants who had not then paid. The remaining cases (mainly from the US) will have to be dealt with individually. Two CERN participants had asked to have their banquet reimbursed; these requests will be turned down. Other cases were mentioned: CEA people had not been given permission to travel outside EU! Some Japanese Firms requested that participants did not travel "en groupe".

**5. Reimbursement Policy**

T. Taylor remarked that it was important not to rush into reimbursements, but that one should wait until the financial situation be cleared. Only then should we discuss the setting-up of a fund. Each case should then be discussed separately depending on whether a contribution was made (cost of paper production: CHF 310 + 150 for Proceedings) or whether it was a non-contribution; accompanying persons who cancelled, but

prepaid should perhaps be fully reimbursed. Several members felt that Institutes, whose participants were asked to cancel, very probably had insurance which would cover these last-minute abstentions and thus reimbursements should not be offered.

If however, reimbursements are made, which percentage should be applied? - The special (medical) case of Schneider-Muntau was raised and it was felt that he should be refunded, minus expenses incurred.

The Chairman felt a gesture should be made towards those US participants who had prepaid, did not attend because of the terrorist attacks of 11<sup>th</sup> September and asked for a refund. He further stated that it was important for CERN's image not to appear as wanting to make money profiting from those tragic events. The US and other far-away country submitters (pre-paid) could eventually be reimbursed whilst deducting the cost of publication and proceedings. US submitters who did neither attend nor pre-pay, would have to be charged for publication and proceedings like any other submitter.

## 6. Remarks from the Editorial Board

S. Russenschuck thanked the ladies (Emma Bryant, Evelyne Delucinge, Françoise Thévenet) for their efficient organization of the paper reception. Although the CICG could not be described as "cosy", it was extremely convenient and spacious. Stephan then presented some statistics and mapped out the next steps leading up to the publication of the Proceedings. The aim is to get everything ready for publication by the end of this year. Emma pointed out that the US paper submissions will have to be re-checked. E. Zuffi pointed out that a french company "Calliscope" produced a CD-rom of e.g. a 4-day conference with 600 presentations within 6 weeks at the cost of 50\$/copy.

## 7. A.O.B.

- Industrial Exhibition: T. Tortschanoff presented a summary by country of the 30 firms who took part in the industrial exhibition. NST did not show up. Additional material for stands (tables, cabins, etc.) were ordered at the last minute from Decostructure. The Reception sponsored by Industry was greatly appreciated; cost CHF 25'000. It was once more pointed out that Mr. Tachet and the CICG guards had been most helpful. The chairman thanked T. Tortschanoff for his great effort which turned the Industrial Exhibition into a great success.
- Registration: Sylvia Dubourg informed the committee that 627 participants had checked in (71 were students), bringing 35 companions. Flavio Costa counted 20 daily entries for the whole week (11 CERN participants, 3 CC and 6 cash payments).
- CERN Visits: R. Perin also thanked W. Flegel and F. Metral for their competent organization of the different visits to CERN. 230 participants signed up for CERN visits on either Friday or Saturday.
- Photos: 100 copies of the group photograph have been ordered. A selection of photographs will be put on the Web.

The next meeting will be held when necessary.

T. Jones  
11.10.01