EC Minutes 26.JAN.12

Present: B. Barish, E. Paterson, M. Ross, G. Dugan, M. Harrison, N. Walker

K. Yokoya, A. Yamamoto, T. Tauchi, B Foster, M. Hronek (sec)

Absent: S. Stapnes

Meeting Minutes:

* 24 hours for comments and revisions

Announcements:

* Japanese site visits
	+ B. Barish gave an overview of the both the North and South site visits.
* Review of BTR SCRF meeting at KEK
	+ Presentation by A. Yamamoto with included review of the decisions made at this review.
	+ G. Dugan commented on costing.
		- Costs were taken into account for all changes. The total energy margin increase in ~30M.
		- Local power control in the power distribution in the cavities was also higher than expected, but it was only a first cut. Additional review of this item should have the cost come down.
		- In summary, HLRF costs need to come down.
* Plans for Oxford ILCSC
	+ Agenda is the only information available.
	+ GDE Preparation for the ILCSC meeting
		- We have our presentations ready, including the PIP.
		- A. Suzuki will make a presentation on pre-ILC lab in Japan.
* EC – Wash. DC
	+ J. Siegrist will not attend due to the US budget rollout. Did offer to follow up with a phone meeting in the future.
	+ Logistics are setup and will be distributed. Agenda is being worked on.
* Jlab visit
	+ Visiting JLab post EC meeting in DC.
	+ Agenda is setup and available.
* Parameter Change
	+ N. Walker discussed update on the parameter change.
		- At this point we’re trying to freeze the parameters.
		- Tables have been proposed with changes for discussion and approval.
		- If approved it will be distributed next week.
* Meeting with A. Suzuki
	+ Most important part of discussion is possibility of pre-ILC lab at KEK.
	+ Launch of the TDR was also discussed. What kind of an event will we have for the release.