

## 13 November 2023, JLUO BOD Meeting Minutes

In attendance: Carlos M. Camacho, Marco Contalbrigo, Olga Cortes, Wim Cosyn, Sean Dobbs, Nathan Heinrich, Yordanka Ilieva, Simonetta Liuti, Rachel Montgomery, Dien Nguyen, Matthew Shepherd, Holly Szumila-Vance

1. LRP Webinar with lab management:
  - a. Many thanks to Matthew for organizing the webinar with the lab management about the LRP and its implications for the lab and the users.
  - b. Matthew reports: The lab was responsive to our initiative – the event happened within a short time after the LRP rollout and the online audience was decent with about 70 attendees.
2. Board meetings schedule announcement: 11 Dec at 9 am EST, 22 Jan at 14 pm EST. JLUO Winter meeting: 6 – 7 Feb 2024. Patrizia, Jonathan, Douglas, Rolf, and David confirmed they are available to give reports.
3. DEIA Office
  - a. Holly reports: The lab hired recently a new DEIA officer - Shana Matthews.
  - b. DEIA Council: Holly reports: A Scientific-User Focus group is expected to start operating in 2024 (led by the user representative on the council); the formation of a Student Focus Group is to be discussed. Sci-User and Family groups will start to function in January 2024.
  - c. DEIA discussion
4. Users' space: the process of reconfiguring the users' space involves various timelines: (i) short-term - about a dozen user offices have been reassigned already, (ii) medium-term - the BOD is expected to provide feedback to the lab about the needs of the users (see Yordanka's report below), (iii) long-term - the CEBAF renovation process is still to come.
5. DNP satellite meeting: will take place on 29 Nov at 1:00 pm – 2:30 pm. The room and equipment are secured; the agenda is in the making - Board members should provide input about speakers to Marco.
6. Meeting minutes should be posted online on the wiki in a timely manner.
7. Olga reports on the GlueX DEIA efforts and achievements, discussion.
8. Yordanka reporting on the space committee: currently, the committee is being formed, the goal is to have up to 7 members. The plan is to finalize the committee by the end of this week, prepare a survey to the user community by the end of the first week of December, collect feedback by the end of the year, summarize the feedback and formulate recommendations to the lab management in early January, present the document to the Board around mid-January, finalize the recommendations by the Winter Board Meeting.