CUAHSI Board Meeting Minutes
Sept 17, 2018

Roll Call
- 10 members are present, 10 needed for quorum
- "**X**" indicates Director is present

Term expires 12/31/2018

Matt Cohen, University of Florida

David Genereux, North Carolina State University (past Chair) **X**

Gordon Grant, Oregon State University (Chair)

Erich Hester, Virginia Tech **X**

Steve Loheide, University of Wisconsin-Madison **X**

Jeanne VanBriesen, Carnegie Mellon University (Chair elect) **X**

Term expires 12/31/2019

Elizabeth Boyer, Penn State University **X**

Michael Gooseff, University of Colorado **X**

David Hyndman, Michigan State University

Holly Michael, University of Delaware **X**

Al Valocchi, University of Illinois Urbana-Champaign **X**

Term expires 12/31/2020

John Albertson, Cornell University **X**

Amir AghaKouchak, University of California-Irvine

Jesus Gomez-Velez, New Mexico Technical University **X**

R. Edward Beighley, Northeastern University

Officers & Staff Present: Jerad Bales (CUAHSI), Adam Ward (Secretary)

Minutes prepared by Ward

13:15 EST   Call to Order

1. Roll call
   a. Ward confirmed quorum was established.
2. Approval of Board Meeting Minutes, March – August 2018
   a. Ward reported that minutes need to be approved at this meeting rather than via action without meeting due to lack of response from one Board member on the action without meeting.
   b. **Motion to approve Board meeting minutes from March, April, May, June, July, August 2018.**
      i. **Motion: Genereux**
      ii. **Second: Michael**
      iii. **Discussion: (none)**
      iv. **Vote: Approved (unanimous)**
3. Planning for Jan. 2019 Board Meeting
   a. Van Briesen reported 28-30 Jan 2019 are planned for the face-to-face Board meeting. She reported that the meeting would be at the Univ. of Arizona in Tuscon, AZ, including engagement with local members and students at the university as part of the agenda.
   b. New Board members will use 28-Jan for Board orientation, with 29-30 reserved for the business meeting. All Directors are welcome to participate in the orientation session.
4. Planning for 2018 Membership Meeting
   a. The annual membership meeting is scheduled for 4-Dec-2018, 2:00-3:00pm U.S. Eastern time.
   b. Van Briesen initiated a discussion of the agenda for the annual meeting, soliciting input on how the meeting can best serve CUAHSI and its members. Valocchi suggested interactive polling had been successful in the past. He also suggested soliciting feedback from the members on specific questions or topics that should be covered. Genereux suggested a focus on data services, their use, and challenges or incentives to increase data service use by members would be efficient. Gooseff suggested asking if CUAHSI is included in PI-led grants from NSF or other organizations to assess what is being used by the community and where CUAHSI fits within the landscape. The group also discussed surveying about possible training opportunities, knowledge of CUAHSI Services, and related activities.
   c. The group discussed best practices for member representatives in dissemination of activities and opportunities on their campuses.
   d. Loheide discussed opportunities to use the meeting to help gather information that the NSF Hydrologic Sciences would need. Bales also suggesting announcements from the NSF program offices could be solicited.

e. Valocchi suggested highlighting activities that have been successful by member institutions, including invitations from members about their engagement with CUAHSI. Hester suggested this sort of invitation could help inform members about opportunities, including highlighting the ways people could take advantage of CUAHSI opportunities. 1-minute presentations from students who have participated in CUAHSI activities (Pathfinders, IDTG, Summer Institute could be included.

f. Van Briesen requested Board members to provide additional ideas about polling questions or topics for highlights, to be emailed to Van Briesen and Grant directly. She also requested standing committee liaisons to solicit feedback from their committee members.

5. Report from Nominating Committee
   a. Van Briesen reported that the nominating committee has met once and recruited several commitments to run for the Board. They continue to solicit Board members, and will announce a slate of nominees at the next Board meeting.

6. Executive director performance review
   a. Genereux reported that he has been working to formalize a procedure and timeline for performance review of the executive director. This will be circulated to the Board for review prior to the next meeting.

7. ad hoc Committee on HydroShare
   a. Bales briefly reviewed the draft charger for the HydroShare ad hoc committee, including potential membership, structure, and reporting requirements. He noted two potential changes to what was initially circulated:
      i. Adjusting from monthly to quarterly meetings
      ii. Adjusting from initial report due in July-2019 to Jan-2019 two weeks prior to the Board meeting..
   b. Bales requested suggestions for members for the committee, particularly agency or for-profit membership. Van Briesen requested nominations for a Board member to serve as liaison to this committee.
   c. **Motion to approve the ad hoc HydroShare committee as detailed in the draft charter, pending the adjustments in meeting schedule and report deadlines outlined by Bales.**
      i. **Motion: Genereux**
      ii. **Second: Boyer**
      iii. **Discussion:**
         1. **Valocchi clarified that no member of the committee would be permitted to have any conflict of interest with HydroShare, such as funding on the project.**
      iv. **Vote: Approved (unanimous)**

8. 2019 Hydroinformatics Conference
   a. Bales reported that BYU has offered to host the HydroInformatics on their campus, providing facilities free of cost for the conference. He noted other venues were booked or cost prohibitive. Dates for the conference will be 29-July through

01-Aug-2019. Bales reported a planning committee including agency and university representatives has been established.
   b. Valocchi asked about timing of this with the end of the summer institute. Bales reported this is the week following the summer institute.
9. Summary of Projects and Proposals
   a. Bales reported two recent awards on CyberInfrastructure, partnering with Colorado School of Mines and Univ. of Pittsburgh. Bales reported proposals collaborating with Michigan Technological University focused on a summer institute in El Salvador associated with an NSF proposal, and a second focused on modeling training.
   b. Bales also reported an Internet of Water collaborative proposal with the Moore foundation.
   c. Bales will continue to update a document on proposal status to regularly communicate funding outside of core NSF awards contributing to CUAHSI's portfolio.
10. Van Briesen opened the floor to other business.
   a. Motion to adjourn meeting.
      i. Motion: Valocchi
      ii. Second: Loheide
      iii. Discussion: (none)
      iv. Vote: Approved (unanimous)

14:10 EST   Adjourned