2010 Board of Directors Meeting

Monthly Recurring Web Conference

October 6, 2010 Minutes

**Notes for the meeting are recorded by the CUAHSI secretary (Kevin Dressler) as representation of the discussion topics and point and are not the opinion of the secretary**

**Call to Order:** 12:35 pm

**Roll Call (Kevin Dressler, Secretary)**
- 11 directors present, need 10 for quorum
- Quorum achieved. Official business can be transacted
- “X” indicates director is present

**Term expires 12/31/2010**
- David L. Freyberg, Stanford University
- Patricia Maurice, University of Notre Dame
- Jim McNamara, Boise State University X
- Kenneth Potter, University of Wisconsin X
- Claire Welty, University Maryland - Baltimore County

**Term expires 12/31/2011**
- Larry Band - University of North Carolina - Chapel Hill X
- Jay Famiglietti, University of California – Irvine X
- Tissa Illangasekare - Colorado School of Mines X
- Jennifer Jacobs - University of New Hampshire X
- Scott Tyler - University of Nevada - Reno X

**Term expires 12/31/2012**
- Robyn Hannigan – University of Massachusetts-Boston
- Carol Johnston – South Dakota State University X
- Witold Krajewski – University of Iowa X
- Larry Murdoch – Clemson University X
- Aaron Packman – Northwestern University X
Officers Present: Kevin Dressler (Penn State University), Richard Hooper (CUAHSI), Brian Waldron (University of Memphis)
Others: Conrad Matiuk (CUAHSI)

1. Approval of Minutes from Sept. 1.
   Filename: BOD_min_Sept1_2010KD.docx on Central Desktop
   Motion to Approve the September 1 Minutes: Johnston
   Second: Potter
   Discussion: No
   Approval: Yes

2. CIMA Memorandum of Understanding. CIMA (a research institute of the University of Genoa and an international affiliate member) wishes to execute an MoU with CUAHSI to formalize a relationship on data management systems. The MoU will assist CIMA in convincing reviewers that a mechanism exists for sharing expertise between CUAHSI and CUAHSI-affiliated projects and CIMA. Draft language has been reviewed before and language was tightened to make it clear that this agreement refers only to CUAHSI itself and CUAHSI-affiliated projects and not CUAHSI member universities.

   Motion to Approve the above MOU with CIMA: Potter
   Second: Famiglietti
   Discussion: No
   Approval: Yes

3. Subcontract with Boise State University. Although Jim McNamara is not taking any salary, I wanted to inform the Board that we plan to make a small subaward to Boise State to have his data manager get data from sites participating in CCE 2010 into HIS. The total amount of the subaward is $18,490. These funds are coming from residual funds of the old Core Grant and must be expended by Dec. 31.

   - Board members indicated that is generally a good idea
   - Could be perceived as a conflict of interest – Murdoch
     - Could this be done somewhere else and still achieve what we are trying to do?
     - No previous subaward to Boise State
     - Hooper to circulate the sole source justification that he sent to NSF to the Board as well
     - Board should approve these sole source activities in the future
       - Will approve by Action Without Meeting
4. Status of Program Manager Search (Rick and Larry)

- Four people, one at the masters level, three at PhD
  - Interviewing 3 people by phone this week. Already interviewed one.
- Want to see how these four go initially and then decide on a second group of 2-4 more people
- Also need to look at longevity of this person at CUAHSI
- After that, set schedule for in-person interviews

5. Report from Succession Ad Hoc Committee (Potter)

- Looked at bylaws to see what was already addressed and sent around a draft to the BOD
- Three modes of filling vacancies
  - Special Election if outside of 120 days of next BOD meeting
  - Next annual BOD meeting if within 120 days
  - Interim basis by majority vote of ExCom
- Need to amend the by-laws for position of President alone to be most flexible
- Some suggestions on the composition of search committee and candidate pools in the draft document
- Advice to Ken:
  - Concern that draft document isn’t broad enough
    - That is, what are we going to do under certain circumstances
    - Ken indicates that the by-laws are fairly adequate in terms of procedures except for search committee and its details
  - Need to cycle possible changes to the by-laws for the three appropriate sections
  - One Possibility: The program manager could take term as interim president and will take responsibility for the day to day business operations in consultation with the Chairs of the Board
    - Whether it is the program manager or another unspecified person, they should be in consultation with the Board Chairs
- Search committee should identify the candidate attraction parameters for each instance
  - Should CUAHSI be doing something proactively to develop a good pool of candidates?
  - Potter suggests that the current by-laws allow for contingencies and there is a good pool of former BOD members who could help in the interim

6. Report from Split Office Ad Hoc Committee (Famiglietti)

- Famiglietti to work on Split Office this month
- Will work on Compensation next month
7. Status of Strategic Plan

- Close to sending out and ready for membership to comment
- Conrad has put together a survey so that the feedback is better directed
- Post on Website, advertise to everyone
- Then have solicited and ordered comment by:
  Send to representatives, alternates, SAC and few key people in the expanded water science community (e.g. Dave Schimmel, Nancy Grimm, Diane McKnight, UNAVCO, NCAR – Gochis, PIs of CZOs, Agency reps that have visited CUAHSI BOD, etc etc)

8. New web site. Please take a look at the redesigned website that was launched last week.

- Board members should provide feedback to Rick
- CUAHSI L-List is to be parced so that the list can be expanded
  - Parced list and have one final step to create the mail merger
  - List of 134 members, 119 of them are represented on the CUAHSI L-List (total of 447 people) but there are obviously 15 members not on the L-List

Adjourned: 1:30 pm