

*Board of Director Meeting Minutes  
March 07, 2012*

**Present:** Diogo Bolster, David Freyberg, Robyn Hannigan, Carol Johnston, Witold Krajewski, Brian McGlynn, Larry Murdoch, Aaron Packman, Ying Fan Reinfelder, Peter Troch, Scott Tyler, David White, Jennifer Arrigo, Chris Graham, Rina Schumer

**QUORUM @ 11:10AM**

Meeting opens 11:00AM

- 1) **Approval of Minutes from 2/15/2012**
  - a. **Motion: Johnston**
  - b. **Second: Hannigan**
  - c. **Discussion: None**
  - d. **Approval: Yes**
- 2) Rick Hooper travel
  - a. AAG Annual Meeting, New York, NY, Feb 24-28th
  - b. NSF for Data Center meeting, Feb 22
  - c. Utah State Runoff Conference, April 1 – 4
    - i. Invited, travel paid by Utah State
  - d. **Approval of Hooper's travel, as listed above**
    - i. **Motion: Hannigan**
    - ii. **Second: Johnston**
    - iii. **Discussion: None**
    - iv. **Approval: Yes**
- 3) CUAHSI staff positions (User Support and Communications) (Arrigo)
  - a. Communications position filled by Kayla Berry from UNR as of Monday
    - i. Masters in geoscience engineering
    - ii. Ran student outreach programs / fundraising
  - b. User support position
    - i. Candidates with immediate availability did not fulfill expectations
    - ii. 4-5 viable candidates with phone – all available in May / June
- 4) CUAHSI Washington DC office space (Arrigo)
  - a. Potential additional space at AGU withdrawn by building manager
  - b. Staff is looking for other options
  - c. Current lease expiring May / June
- 5) Project updates
  - a. CUAHSI participation in EarthCube (Arrigo for Hooper)
    - i. Second community meeting in June
    - ii. CUAHSI involved in Data Discovery Community Group (Digital Crust), with virtual workshop pending
      1. Groups are open to public, via EarthCube website
  - b. US AID (Arrigo for Hooper)

- i. Member enthusiasm for submission
      - ii. Director could not be found, so CUAHSI Executive Committee decided not to submit proposal
      - iii. Berry will assemble list of international activities from CUAHSI members
        - 1. CUAHSI could serve as matchmaker
      - iv. Board question: Could CUAHSI be a sub-contractor?
        - 1. Yes – CUAHSI was requested for data services support as part of UT submission. CUAHSI will write letter of support.
    - c. Biennial Meeting (Arrigo for McNamara)
      - i. McNamara is identifying additional (7<sup>th</sup>) session
        - 1. IWRSS
        - 2. Preliminary results from IPCC5
      - ii. CUAHSI Community Service Award
        - 1. Need nominations from Board
        - 2. Discussion on CDT
    - d. HIS transition (Arrigo for Hooper)
      - i. Review panel, Board and NSF all express support for implementation plan
      - ii. Proposal in prep
        - 1. Draft proposal early April
        - 2. Friendly reviews in next month
          - a. Seeking volunteers
        - 3. In person meeting of Informatics Committee for formal review of proposal
        - 4. Due in July
    - e. Action items from January Board meeting (Arrigo)
      - i. Organizing information for Synthesis Committee
        - 1. Berry will focus once hired
      - ii. Instrumentation Review
        - 1. Tyler will lead in next month
      - iii. Arrigo will review January Minutes for action items, synthesize action plan and forward to Board
- 6) Response to Management Review/ CUAHSI Implementation Plan (Krajewski, Hannigan)
  - a. Panel report sent to Board
    - i. Suggestions discussed with Ex Com
  - b. Report suggests “Immediate alignment of priorities” among Board and staff.
    - i. Panel thought that there was Board disagreement on value of Data Center.
    - ii. CUAHSI will strongly state that there is no misalignment of priorities, or disagreement on value of Data Center
  - c. Implementation plan
    - i. Hannigan will go through Strategic Plan and identify action items, bin priorities and identify implementation

- d. Specific action items for Board in Management Review
  - i. Board will need to review and discuss response
- 7) CUAHSI position on observational strategies (Krajewski, McNamara, others)
  - a. Background documents (see attached):
    - i. CUAHSI letter to Tim Killeen
    - ii. Killeen response (circulated 3/6 to BOD list)
    - iii. Hooper's email discussion on developing position paper on observatory design (circulated 3/4 to BOD list)
  - b. Killeen appreciated letter and encourages additional feedback
    - i. NSF will not change plan for CZO evaluation
  - c. Hooper suggests white paper synthesizing CUAHSI experience / expertise on observatories
    - i. McNamara to lead initial draft
    - ii. Attention should be paid to what community CUAHSI represents
- 8) Community engagement (Krajewski, Arrigo, others)
  - a. Solicitation of new activities (Arrigo)
    - i. Few inquiries with limited response
    - ii. Board is encourage to submit write-ups and encourage colleagues to submit
  - b. Concept of regional meetings or visits (Krajewski)
    - i. Board should strengthen message to community
    - ii. Sense that CUAHSI's value is under-estimated by academic community
    - iii. Krajewski encourages Board members to visit local universities to spread message of CUAHSI
- 9) Next meeting April 4

Meeting closed 12:05 PM