CUAHSI Board Meeting Minutes

May 1, 2013, Washington, DC

Roll Call

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

Term expires 12/31/2013

David L. Freyberg, Stanford University (Education & Outreach Liaison) **X**

Brian McGlynn, Duke University **X**

Jim McNamara, Boise State University (Observations Liaison) **X**

Todd Rasmussen, University of Georgia **X**

Ying Fan Reinfelder, Rutgers University **X**

Term expires 12/31/2014

Diogo Bolster, University of Notre Dame

Peter Troch, University of Arizona

Scott Tyler, University of Nevada, Reno **X**

Denice Wardrop, Pennsylvania State University

David White, Murray State University

Term expires 12/31/2015

Anne Carey, Ohio State University **X**

Robyn Hannigan, University of Massachusetts-Boston (Chair) **X**

Carol Johnston, South Dakota State University **X**

Witold Krajewski, University of Iowa (past-Chair) **X**

Brian Waldron, University of Memphis

Officers & Staff Present: Rick Hooper (CUAHSI), Kayla Berry (CUAHSI), Adam Ward (Secretary)

16:07 EST   Call to Order

1. **Approval of Minutes from 4/2/2013**
   a. **Motion: Brian McGlynn**
   b. **Second: David Freyberg**
   c. **Discussion: None**
   d. **Approval: Yes**
   e. **Abstain: None**

2. Staffing / Office Consolidation Update
   a. Hooper provided an update on staffing. He reported that Steve Pilot (senior software engineer) and Marie Martin (junior software engineer) are now working in the office. Computer systems have switched over to CUAHSI's own server. Hooper is continuing to set-up the office, including plans for hosting and conducting video conferencing in the new conference room. He reported a dedicated room for servers exists in the new space.
   b. Reinfelder requested that profiles for new hires be added to the website so the community understand who is working at CUAHSI. Hooper reported that Berry is working on this and it will be completed in the coming weeks.

3. Regional Meeting Update
   a. Hooper reported participation from all but two of the universities in the Northeastern Region. Hooper reported there was good interaction with members to get feedback on current and future plans, and to discuss CUAHSI with members.
   b. Hannigan reported that communication between CUAHSI and members is uneven – members had different levels of knowledge with different CUAHSI efforts. The group discussed knowledge of CTEMPS, HydroDesktop, and data management plans. Hooper reported interest in using HydroDesktop in classes. One participant reported attendance at the hands-on workshop at Penn State (Groundwater - Surface Water interactions).
   c. Hooper discussed community modeling efforts with the group. Concern was expressed about the scale of the model relative to the scale of many research efforts. The coordination with NCAR was received well, and the community was generally supported.
   d. Hooper reported interest in the members in the region working together on hydrological research and education, and this was a networking opportunity for those members.
   e. Hooper reported that the Pacific regional meeting is coming together well, and almost all members universities will be represented at that meeting.
   f. Hooper reported that a live demonstration of HydroDesktop was conducted at the Northeast regional meeting, which helped generate interest in that effort.

4. Congressional Meeting Update

a. Hooper reported that he met with David Wegner (House of Representatives Subcommittee on Water Resources and Environment). Three round-table briefings will be held to encourage dialogue between politicians and experts in the field. The round-table will include representatives from the private sector, USGS, and CUAHSI. The focus for CUAHSI will be on efforts by the academic research community. Hooper will receive a list of questions that will be addressed, and will work with the Board to identify appropriate representatives from CUAHSI. Remarks in response will be 5-10 minutes, and CUAHSI can also provide a "briefing book" in preparation for the meeting.

5. Foundation funding / overhead issues
   a. Hooper reported that CUAHSI was invited to submit a second round of challenge grants to the Johnson Family Foundation. The foundation does not pay overhead. We have a proposal in for about $24,000 with approximately $10,000 of overhead associated with those funds. This would require that CUAHSI pay that overhead from the unrestricted funds. Hooper has discussed this situation with several members of accounting staff. A separate overhead rate could be established if there was a different class of services supported by these funds (e.g., on-campus vs. off-campus rates typical to many universities). Hooper suggested this would be difficult for CUAHSI to justify. One alternative could be to build the overhead into the grant as line-items (e.g., "administrative support" as a line item). Hooper suggested this would be difficult.
   b. Hooper reported that unrestricted funds total approximately $20,000 annually.
   c. Hooper reported that the Johnson Family Foundation has paid overhead on past expenditures, but noted that this could come up as a problem as the current funding closes.
   d. Hooper reported the Skoll Global Threats proposal (approximately $100,000 total) could have similar issues in the future. He led a brief discussion of this issue as a potential problem with pursuing funding from foundations.
   e. Hooper will discuss this with NCAR to learn how they deal with this issue. Krajewski supported this.
   f. Freyberg questioned if any action was required by the Board at this time. Hooper reported that action would not be necessary until the offer was finalized. He wanted the Board to consider this issue, as it will likely come up in the near future.

6. July Board meeting status
   a. Hooper suggested that the funds are in place for a July board meeting in Salt Lake City. This is scheduled for the same week as the CUAHSI HIS Conference. The dates for this meeting are July 15th and 16th. He suggested travel on the 14th would be ideal. Berry will email members to confirm their attendance.

7. **Motion to Adjourn**
   a. **Motion: Anne Carey**
   b. **Second: David Freyberg**
   c. **Discussion: None**
   d. **Approval: Yes**
   e. **Abstain: None**

16:40 EST Adjourn