



Roll Call

12 members are present, 10 needed for quorum. “X” indicates present

Term expires 12/31/2022

Aditi Bhaskar, Colorado State University X
Anne Jefferson, Kent State University X
Anne Nolin, University of Nevada-Reno X
Ashok Mishra, Clemson University X
Jay Zarnetske, Michigan State University

Term expires 12/31/2023

Jesus Gomez-Velez, Vanderbilt University X (day 1 only)
Safeeq Khan, Univ. of California, Merced X
Sarah Ledford, Georgia State University X
Margaret Zimmer, Univ. of California, Santa Cruz X

Term expires 12/31/2024

Holly Barnard, Univ. of Colorado - Boulder X
Alejandro Flores, Boise State University X
Gretchen Miller, Texas A&M X
G.H. Crystal Ng, Univ. of Minnesota X (day 2 only)
Steven Loheide, Univ. of Wisconsin - Madison X
Gigi Richard, Fort Lewis College

Officers: (terms expire January 31, 2023)

Troy Gilmore, University of Nebraska (Treasurer) X
Adam Ward, Indiana University (Secretary) X

CUAHSI Staff Present:

Jerad Bales X
Deanna McCay X
Emily Clark X (day 2 only)

Minutes prepared by Ward

Tuesday, 12-Jul-2022

11:00 EDT Call to Order

1. Report from Executive Director
 - a. Bales reviewed the NSF Year 3 report and Year 4 budget, as well as the CZ Hub Year 2 report and Year 3 budget, all of which were circulated prior to the meeting for review by the Board.
 - b. Bales reported the summer institute is underway and going well, with the capstone coming in the next month.
 - c. CUAHSI is actively searching for three employees: a dev-ops engineer, a staff person to support administrative function and event planning, and a software engineer.
2. Board of Director Elections
 - a. Flores noted that we need to form an ad-hoc nominating committee to manage the nominations for newly elected Board members. He noted that Gigi Richard and Jesus Gomez-Velez will be stepping down from the Board, meaning that these two positions will need to be filled during the elections in addition to the normal turnover of Board members.
 - b. Jefferson reviewed her experience leading this the prior year, noting that the role is mainly in helping potential Board members understand the commitment, learn about CUAHSI, and navigate the process of actually ensuring they are representatives of their institutions. Jefferson has a list of at least 30 people who were contacted during the prior cycle as a starting point, in addition to the Board's network to expand awareness and recruit from additional member institutions. The nominating committee is typically comprised of 3 people, including at least two from the Board and potentially one external Board member.
 - c. The group noted with Gigi's resignation from the Board, a representative from a PUI would be desirable.
 - d. Ledford and Bhaskar volunteered to lead the nominating committee. They were tasked with recruiting an external member of the nomination committee, and will engage the Board to help solicit potential nominees. Loheide suggested a focused effort to recruit a diverse Board.
 - i. **Action Item:** Ledford and Bhaskar to recruit a third member for the nominating committee, and connect with potential nominees.
 - ii. **Action Item:** Board to suggest potential nominees to Ledford
3. Strategic Planning
 - a. Bales introduced Cindy Zook, the facilitator who helped develop the existing CUAHSI Strategic Plan and who CUAHSI plans to engage to help formulate the revised strategic plan for the organization. She will engage with the community ahead of an in-person meeting to provide some community feedback and perspectives as input to the January 2023 Board meeting (which will include a substantial effort focused on strategic planning). She reviewed her process and what the Board should expect. Zook joined only for this portion of the meeting.
4. Executive Director Hiring

- a. The Board entered a closed session to discuss the hiring of an Executive Director. Minutes were not recorded for these discussions.
 - b. Motion: Proceed to negotiate with (redacted for closed session) as the next Executive Director of CUAHSI.**
 - i. Motion: Miller
 - ii. Second: Jefferson
 - iii. Discussion: (redacted for closed session)
 - iv. Vote: Approved (unanimous)
 - c. **Action Item:** Flores to work with Bales and CRCFO to communicate with the candidate and make a formal offer.
5. Biennial Planning
- a. Flores reviewed the history of the CUAHSI biennial, which was planned for 2021 to get out-of-cycle with FIHM and accommodate disruptions due to COVID. At present, a Biennial is planned for June 2023.
 - b. Flores solicited volunteers for meeting co-chairs. Nolin and Kahn volunteered to co-chair the meeting.
 - i. **Action Item:** Nolin and Kahn to solicit a co-chair external to the Board.
 - c. Miller reviewed the role of the Board in helping shape meeting themes, keynotes, and identification of sessions to help keep CUAHSI at the forefront of the discipline and supporting emerging areas of research. The Board may also provide input on session chairs for the meeting.
 - d. The group brainstormed meeting themes and areas of focus including:
 - i. Water in a changing world
 - ii. The state and future of hydrologic science
 - iii. What is hydrology? (and what could/should it be?)
 - e. The Board discussed strategies to ensure diverse speakers and topics, and the role of the organizers and board in working closely with session organizers to help shape the meeting. The group agreed the small, shared experience and opportunities to catalyze collaboration is important. The group also highlighted the role of standing committees in helping organize or catalyze workshops, and the success of highlighting CUAHSI student awardees and their successes.
6. Financial Update
- a. Bales introduced Christopher Murphy from CRCFO, the present controller for CUAHSI. Murphy reported the 2018 audit is complete and the 2019 audit is underway, and will be completed when books are reconciled historically. He emphasized no improprieties nor major surprises have been identified. His team continues to work to document or clean-up some internal processes and reconcile the books for the organization. Murphy joined only for this portion of the meeting.
 - b. Bales and McCay reported overall positive experiences working with the CRCFO team.
7. Cooperative Institute for Research to Operations in Hydrology (CIROH) Updates
- a. Bales reported that CUAHSI has submitted work orders for several tasks related to HydroShare including cloud-support, handling of large datasets, and improvements to the workflow. He also reported a work order submitted for a 3-yr effort to focus on the use of the National Water Model to inform resilience

planning and assessment for communities. He noted both are well-aligned with current strategic goals for the organization, and moving CUAHSI into participation in the resilience and flooding space, as well as soci-hydrology.

- b. Bales is continuing to build a collaborative relationship with the National Water Center. He identified the importance of this activity to ensure smooth handling of contracts and progress on the project. The group discussed the role of CUAHSI in collaboration with these organizations, and strategies to build successful partnerships.
 - c. Flores suggested an in-person meeting on-site at the National Water Center to further strengthen this collaboration and engage in ideation of how CUAHSI can engage with this organization. It was also suggested that a smaller delegation could be logistically easier than a full Board visit.
8. Day 1 Wrap-up & Homework
- a. Ward provided a summary of administrative tasks for the evening
 - i. When2Meet Poll for Fall 2022 BoD and ExCom meetings
 - ii. Minutes - record votes for BoD and ExCom minutes
 - iii. Complete plus-delta for FIHM
 - b. The group reviewed the action items above for completeness, concurring all major items have been documented.
9. Flores opened the floor to any other business. Hearing none, he adjourned the meeting.

15:45 EDT Adjourned

Wednesday, 13-Jul-2022

12:00 EDT Call to Order

10. Preparation for 2023-2028 Strategic Planning
- a. Bales and Clark reviewed the process for Strategic Planning. At a high level, Zook and CUAHSI staff will gather data from the community in preparation for the meeting and will provide the Board information to review prior to the January 2023 Board meeting. The Board will primarily engage in-person at the January meeting. The group discussed careful review of the existing strategic plans, annual reports, management reviews, and similar documents as key preparation. Zook will provide a preliminary draft before the meeting ends, after which CUAHSI staff and the Board will work from this draft to finalize it and share it with the community.
 - b. Bales emphasized that the strategic plan lays the foundation for the subsequent NSF renewal proposal, so the Board must consider this time horizon and application as one important outcome of the planning effort.
 - c. Khan asked if the work from Zook would be a formal community needs assessment, or if it would be informal meetings. Bales indicated his view was that this would be a formal and inclusive process, not simply a series of ad hoc conversations.

- d. Ledford asked how feedback would be solicited from community members that are not presently engaged with CUAHSI. The group discussed development of surveys and other strategies. Clark suggested the Board should identify stakeholder groups and let Zook use her expertise to ensure input is received from each of these groups.
- e. The group discussed the need for SMART goals and linking our self-evaluation metrics to our strategic directions and objectives as part of the process. Bales noted this was mentioned in the management review and has been a persistent challenge for the organization.
- f. Loheide discussed how PUIs would be engaged in the strategic plan, noting that this has been an area of attention since the past plan. He suggested giving Zook a short list of areas where the Board recognizes attention is needed to ensure she is prepared for facilitation of the discussion.
- g. Loheide initiated a brainstorming session around potential future roles for CUAHSI including:
 - i. as a catalyst or facilitator of synthesis efforts
 - ii. as an instrumentation hub to increase access to field, lab, and/or computational resources for the community
 - iii. as a go-to training and education resource
- h. Jefferson initiated a brainstorming session of stakeholder groups to engage:
 - i. Undergraduate and graduate students
 - ii. Post-docs and early career researchers
 - iii. Lapsed members
 - iv. Current members
 - v. PUI representatives
 - vi. Directors and staff from our peer organizations and from related centers or entities
 - vii. Standing committees
 - viii. Scientists in hydrology-adjacent disciplines
 - ix. Agency program officers
- i. Clark suggested that outreach and engagement need not be limited to strategic planning, but that she has found success with engagement related to other reports, projects, initiatives, and similar. She suggested a more continuous and dynamic communication process would be useful, noting she has been working on this.
- j. Action Item:** Staff to reflect on the brainstorming above and develop a short-list of (a) stakeholder groups to engage, (b) potential topics CUAHSI would like to explore in the strategic planning process, and (c) potential methods, venues, and strategies to employ.

11. Initiation of new CUAHSI awards

- a. Jefferson introduced the idea of CUAHSI initiating a set of new awards that recognize a more diverse set of contributions to hydrology. She suggested early- and mid-career faculty, demographics spanning institutional types, and recognition of contributions beyond metrics already being recognized. For example, what would it look like for awards specifically recognizing PUI faculty, graduate advisors at institutions without PhD programs, or outcomes beyond academic products and positions. She also noted that the WRR piece published by

the Board during COVID sets a clear direction that there are many types of valued contributions, and Loheide concurred.

- b. Nolin suggested also engaging with related groups, such as ESWN or GeoLatinas, to ensure we don't duplicate awards and to solicit their input. She also noted the AGU Cryosphere group had a nice template of clearly articulated areas of excellence that could be a model for future work on this area for CUAHSI.
 - c. Jefferson is hoping for an ad hoc group to put together a proposal to present to the Board in early 2023.
 - d. **Action Item:** Jefferson will lead this effort in the coming months, with input from Nolin, Loheide, Zimmer, Flores, Khan, and Miller.
12. Recruitment and engagement of PUIs with CUAHSI
- a. The Board discussed PUIs who have expressed interest in joining the organization. Several institutions have indicated that the \$700 initiation fee was a barrier to PUIs joining the organization.
 - b. The Board generally concurred that the value proposition for students and PUIs is important, and engaging the organizations for their contributions - not only to have Board representation - is important. Working with current and potential PUIs to help understand and address barriers would be helpful to the organization.
 - c. Ward suggested that sponsorships for PUIs from private donors and/or via unrestricted funds could be used to sponsor a small number of PUIs per year. Bales suggested that fundraising for this, possibly with sponsorship from a foundation, would be plausible. Flores suggested a 'give or get' model for the Board could be encouraged, and Barnard that an 'add a donation to' could be readily added to some event registrations.
 - d. **Action Items:**
 - i. Flores to reach out to Ft. Lewis, Kahn to colleagues in California, Nolin to Nevada State College, Holly to Univ. of the Pacific to discuss their engagement and potential role as a Board member.
 - ii. Flores to work with ExCom to identify a charge for an ad hoc committee to work on this issue.

13. FIHM 2022 Reflection

- a. The Board completed a plus-delta reflection on FIHM via a shared document prior to the meeting, and reviewed the feedback to catalyze the discussion. Overall the Board did find value with CUAHSI having close engagement with the AGU Hydrology Section and being engaged in the meeting. Themes in the 'delta' category (i.e., what could be improved for next meeting) were broadly around adding more diverse and innovative session types, improved communications and setting expectations, and evaluation of the value proposition for attendees. Innovations that were favorably viewed included extended Q&A for synthesis of sessions, connect-and-collaborate sessions, and panel discussions for plenary sessions.
- b. Bales summarized successes and attendance, including a large travel grant program for which some revenue is earmarked to support expanding at the next meeting. He viewed the 'connect and collaborate' sessions as a positive part of the meeting format. Bales also reflected that meeting organization was a lot of work and that communication and flexibility between all parties required a high degree

of effort. He briefly reviewed the financial costs of the meeting and staff effort from CUAHSI, noting that the revenue generated is not yet clear. Bales and Ward discussed their experiences as members of the planning committee.

- c. The group discussed the degree to which CUAHSI had input to the meeting structure and function vs. the role of CUAHSI staff time and effort in the process.
- d. The Board reflected on challenges with online attendees being able to engage in all facets of the meeting, clarification of registration and travel support, limited provision for interpreters, and concerns about participant safety. The Board also noted that ‘frontiers’ as a term is loaded with colonialism.
- e. Jefferson suggested the Board needs to articulate a set of requirements for future participation and engagement to ensure engagement meets CUAHSI’s standards and strategies moving forward.
- f. Flores summarized key points including:
 - i. Online accessibility and ways for engagement from remote participants
 - ii. The degree of shared ownership between CUAHSI and AGU
 - iii. Coordination of communication and travel grants
 - iv. The role of CUAHSI staff
 - v. Concern if this is adding another meeting to calendars that causes people to make trade-offs on where to attend, potentially limited who can attend and participate fully with the community

14. Potpourri:

- a. Fall 2022 Board and ExCom meeting schedules. Fall 2022 Board Meetings (August through December 2022) are tentatively scheduled for:
 - i. ExCom: First Wednesday of each month, 4-5pm Eastern
 - ii. Board: Third Wednesday of each month, 4-5pm Eastern
- b. National Water Center visit
 - i. **Action Item:** Reach out to Flores if you want to join on a short trip to the National Water Center to build on the collaborations with that group.
- c. January 2023 Board meeting
 - i. Flores initiated discussion of planning for the face to face Board meeting, proposed for Washington, DC to enable agency members to attend.
 - ii. The Board meeting may be a 3-day meeting to accommodate strategic planning. January 3-5, 2023 were identified as tentative dates. Ward will circulate a poll to confirm these dates or identify others.

15. Flores opened the floor to any other business. Hearing none, he adjourned the meeting.

15:45 EDT Adjourned