



CUAHSI
allied for water science

CUAHSI Board Meeting Minutes
February 18, 2025

Roll Call

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

Term expires 12/31/2025

JP Gannon, Virginia Tech X

Drew Guswa, Smith College X

Hoori Ajami, Univ. of California - Riverside X

Anne Jefferson, Univ. of Vermont (Past Chair) X

Jay Zarnetske, Michigan State Univ. X

Term expires 12/31/2026

Safeeq Khan, Univ. of California, Merced X

Sarah Ledford, Georgia State Univ. (Chair) X

Amy Burgin, Iowa State Univ. X

Darren Ficklin, Indiana Univ. X

Term expires 12/31/2027

Jon Duncan, Penn State Univ. X

Paul Hanson, Univ. of Wisconsin-Madison

Melissa Kenney, Univ. of Minnesota X

Ashley Matheny Univ. of Texas,

Jennifer Merrill, Stroud Water Center X

Diego Riveros-Iregui, Univ. of North Carolina X

Officers: (terms expire January 31, 2027)

Adam Ward, Oregon State University (Secretary)

Steve Architzel, UC San Francisco (Treasurer) X

CUAHSI Staff Present: Jordan Read

Minutes prepared by Jefferson

4:00 pm. Called to Order

Executive Director Report

1. Community engagement

- a. CUAHSI member institution engagement reports were sent to reps on Feb 10th
- 2. Finance / audit
 - a. CUAHSI's 2020 audit filing desk rejected by NSF Office of the Inspector General, to be resubmitted after additional QA review next week (see email fwd from ED Read to CUAHSI Board Jan 22)
 - b. OMB's memo requiring a temporary freeze on federal grants threw CUAHSI into rapid contingency planning to ensure staff retention.
- 3. CUAHSI workforce and business niche
 - a. ED Read has significant concerns that CUAHSI will be able to continue making progress on compliance, audits, funding, and existing work amidst new asks and disruptions at federal level with current workforce and benefit structure.
- 4. Operations and admin
 - a. CUAHSI's process improvement and operations meeting last week (Feb 11-13) will focus on prioritizing and planning policy and process improvement projects

Chair Report

- 1. Need to fill remainder of secretary's term. Ledford asked for candidate statements from the two nominees. Only 1 candidate returned the candidate statement.
- 2. The Board discussed plans for how to on-board a new secretary.
- 3. Ledford and the board thank Adam Ward for his many years of dedicated service to CUAHSI.

Vote to elect CUAHSI Secretary, to fill the remainder of the current term, starting February 19, 2025 through January 31, 2027

- 1. Vote was taken by secret ballot.
- 2. Salli Dymond was elected by a majority of ballots.

Community Engagement track report out by Jon Duncan

- 1. Group has discussed ways to track CUAHSI services and how to make them findable and relevant to the community.
- 2. Track is developing SMART goals.
 - a. e.g., Community engagement track works to package up relevant information from newsletter to get out to broader water community on each campus.
- 3. A first focus is reconnecting with member reps (e.g., LinkedIn group)
- 4. An additional focus is on connecting with external community. Some ideas include townhall, connecting with other academic societies (e.g., CASS) and any data service provider consortium, creating LinkedIn groups for participants in CUAHSI training (e.g., Summer Institute), commentary on the first 25 years of CUAHSI and the vision for the next 25 years.

Fundraising track report out by Jen Merrill

- 1. Group believes there is a need to connect with community engagement track folks.
- 2. The group is thinking about a communications calendar and marketing personas.

3. The group is reviewing the history of our fundraising efforts through Zeffy and developing procedures for protecting donor privacy. This needs to happen before any future fundraising push.
4. Once that is addressed, we are ready to launch fundraising for a specific program.
5. Ajami suggests that with people being introspective about the future of education, this might be a good time to let people feel like they are making a difference by donating.

Audit Committee report by Drew Guswa

1. Current membership comprises Drew, Diego, Dave Genereux (NC State Univ.), Amanda Drivas (Cary Institute), Kylie Zhao (Univ. of Minnesota)
2. Still waiting on filing and acceptance of audit for 2020. Darren Ficklin will continue to participate in actions related to 2020 audit
3. Audit Committee met with Jordan Read and Maureen Ako on 3 Feb 2025 to review adjustments made as part of 2020 audit and current bank reconciliation process (being carried out monthly/timely).
4. Questions from the committee: Should we separate the finance and audit functions? It's a big ask for non-board members who serve on the audit committee.
5. Discussion about who will review the Q4 financial reports going forward. It is anticipated that the reports will go the whole board, with an option for the audit committee to also review,

Workforce and Business Niche track report by Melissa Kenney

1. The first big goal is to assess full grant portfolio and alignment with strategic plan/mission/core activities and CUAHSI workforce to identify CUAHSI's unique value proposition/business niche (for grants and fee-for-service)
2. The second big goal is to complete an assessment of compensation for CUAHSI staff and a strategic document to guide implementation of an appropriate staff structuring.
3. The group has outlined linear steps to each goal, but recognizes that emergent circumstances will require non-linearity.
4. Some members of the group are also working on ED review.

5:02 pm Adjourn