



CUAHSI
allied for water science

CUAHSI Board Meeting Minutes

Feb. 20, 2023

Roll Call

9 members are present, 9 needed for quorum. “X” indicates present

Term expires 12/31/2023

Safeeq Khan, Univ. of California, Merced X

Sarah Ledford, Georgia State University X

Margaret Zimmer, Univ. of California, Santa Cruz X

Anne Nolin, University of Nevada-Reno

Term expires 12/31/2024

Alejandro Flores, Boise State University

G.H. Crystal Ng, Univ. of Minnesota X

Steven Loheide, Univ. of Wisconsin - Madison X

Ashok Mishra, Clemson University

Terms expires 12/31/2025

JP Gannon Virginia Tech X

Drew Guswa Smith College

Hoori Ajami, Univ. of California - Riverside X

Anne Jefferson, Kent State University X

Jay Zarnetske, Michigan State University X

Officers: (terms expire January 31, 2023)

Troy Gilmore, University of Nebraska (Treasurer) X

Adam Ward, Indiana University (Secretary) X

CUAHSI Staff Present:

Jordan Read X

Minutes prepared by Ward

Monday, 20-Feb-2023

12:00 EDT Call to Order

1. Executive Director's report

a. Awareness

- i. Five FY23 CIROH proposals are currently pending with CUAHSI lead or Co-PIs
 1. HydroShare Collaboration (PI: D Tarboton),
 2. Forecasting data + Indigenous Communities (M Fedoroff),
 3. Summer Institute (J Read),
 4. HydroLearn (D Tarboton), and
 5. Perceptual models (M Clark)
- ii. CUAHSI Biennial registration will open this week, registration link out soon.
- iii. The Biennial proposal window is opening soon for Poster & Lightning talks
- iv. New cyberseminar series Integrating Citizen Science with Water Resources Research Across the Globe.
- v. Two CUAHSI LTAW grant funded films to screen at World Water Film Festival: 1) Mussel Grubbing: A Citizen Science Treasure Hunt and 2) Kids on the River.
- vi. Let's Talk About Water and Instrumentation Discovery Travel opportunities are now open
- vii. Registration is open for the CUAHSI Hackathon (Cambridge, MA April 14-16)
- viii. Status of undergraduate faculty engagement (Deanna is lead):
 1. IRB amendment approved to reopen the survey for (3/1-4/1)
 2. Standard communication channels used to promote plus Geosciences Division of the Council for Undergraduate Research and the National Association of Geoscience Teachers.

b. Staff / Office updates

- i. 15 of 17 CUAHSI employees met in person last week. Sessions included team-building, cross team exposure to projects, review of the strategic plan, a DEI session led by Jeremy Torres of MIT with emphasis on support of LGBTQ+ community / staff
- ii. New CUAHSI employee Irene Garousi-Nejad (she/her) started Feb 6th. Irene is a research hydrologist working on CUAHSI's hydrologic modeling and hydroinformatics efforts and is working in California.
- iii. We have a new contract CFO (Stella K.) who has a great background and a lot more bandwidth to help us. Timing is unfortunate given Bales / Read transition.

c. Near-term priorities

- i. 2019 Audit, followed by 2020-2021. Read is pushing on this almost daily to get caught up with these requirements, particularly to be prepared for the NSF site visit (next item).
 - ii. NSF virtual site visit (March 13-17, 2023). Jefferson asked what, if anything, was needed from the Board in preparation. Read indicated this will have a focus on finances and robustness of CUAHSI's strategy to obtain and spend funds from NSF. He does not expect this to require Board engagement, as it is more focused on budgets and operations than the organization's scientific mission or external activities.
 - iii. Read is working to establish accounting norms and quarterly budget updates and financial processes to the Board. These should roll out over the coming several months.
 - iv. Staffing and adjusting work for the Summer Institute is challenging within the CUAHSI staff. This is a large effort that coincides with many CUAHSI activities, so he is working on identifying who will take the lead from the CUAHSI staff. Ledford asked if this meant hiring either additional permanent or temporary staff. Read indicated this was possible, though he was also considering if this should be a future plan. He indicated long-term balancing of staffing and workload was an area for consideration to ensure high-quality events and optimal use of staff.
 - v. Read is working with Laura Lautz (NSF) to begin the process of pursuing an NSF core grant renewal proposal. He anticipated exploring various options, their costs and benefits, and bringing these to the Board for discussion.
- 2. Board Chair report
 - a. Zarnetske reported that ExCom has been helping him prioritize activities for the Board, including election of Board members and officers. He also reported that addressing standing committees to help maximize their engagement and effectiveness for the organization.
 - b. Zarnetske anticipates getting the strategic plan out to the community for feedback in the coming months.
- 3. Elections: Board Members & Officers
 - a. The Board needs to elect officers including the Secretary and Treasurer. The full slate of nominees includes one candidate for each role: Ward for Secretary and Gilmore for Treasurer.
 - i. **Elect Ward & Gilmore to Secretary and Treasurer, for terms spanning 1-Feb-2023 through 31-Jan-2026.**
 - 1. **Motion: Ledford**
 - 2. **Second: Jefferson**
 - 3. **Discussion: (none)**
 - 4. **Vote: Approved (unanimous)**
 - b. Ledford reviewed the requirements for a special election to fill the vacated Board seats. The nominating committee has opened for nominations and is soliciting community members to run. A call for nominations from the community was included in the February newsletter. Ledford intends to present a slate of

nominees at the next Board meeting, with the objective of conducting the election in May 2023. Loheide reminded the Board that ensuring potential Board members for the future requires individuals are representatives of their institution and that their institutions are in good standing.

4. Biennial Meeting Planning

- a. Khan reported excitement about several workshops that were proposed, anticipating accepting 5-6 of the 10 workshops that were proposed.
- b. Khan expressed concerns about UCOWR, ICRW8, and AWRA all occurring in the same general time period for summer 2023, raising concern about a 'go/no-go' decision for the organization.
- c. Zimmer noted the instrumentation standing committee is interested in submitting a workshop proposal - she wondered if the deadline had passed. Khan indicated there was a time blocked for that activity that was not competitive with the other workshops from the community. Ng asked a similar question about the DEI committee, requesting either a workshop slot or a block of time in the schedule. Khan confirmed to follow-up on this.
- d. Lohide reminded the group this was a high-visibility event that runs in parallel with many summer activities. He wants to ensure that Jordan has the staff resources he needs to ensure success for both activities. Read was less concerned about the Biennial than the summer institute, noting specialized staffing needed.
- e. The group discussed some of the costs and logistics, noting that it is important to get the costs, dates, etc. public so people can plan accordingly for their attendance.
- f. Ajami asked about the timeline for a go/no-go decision and how that would be communicated. Khan noted this has not been established and would depend upon the contracting requirements.

5. Executive Director Travel

- a. Read outlined upcoming travel including:
 - i. Summer Institute kick-off June 10-11, 2023
 - ii. CUAHSI Biennial and board meeting June 12-15, 2023
 - iii. CZNet all-hands meeting, week of June 26, 2023
- b. Approve Read's travel as outlined above**
 - i. Motion: Jefferson**
 - ii. Second: Loheide**
 - iii. Discussion: (none)**
 - iv. Vote: Approved (unanimous)**

6. Approval of meeting minutes

- a. Approve Board minutes from October 2022 and November 2022**
 - i. Motion: Ledford**
 - ii. Second: Khan**
 - iii. Discussion: (none)**
 - iv. Vote: Approved (unanimous)**

7. Community Award nominations

- a. Zarnetske requested nominees for community awards be provided to Zimmer in the coming days. Nominations deadline February 28, 2023.

8. CUAHSI Representatives for FIHM planning
 - a. Presently Ward and Read are representing CUAHSI again. Ward noted that he provides continuity from the prior meeting, but also that the Board might want a direct representation in the committee.
 - b. CUAHSI needs to establish a meeting chair and co-chair, in addition to student representatives and potentially additional representatives for planning committees.
9. Zarnetske opened the floor to any other business. Hearing none, he adjourned the meeting.

13:01 EDT Adjourned