

NERACOOS Board of Directors May 29, 2014

Approved by the Board: August 21, 2014

Board Participants: Matt Lyman, Steve Lohrenz, Fei Chai, Christine Tilburg, Nicole Bartlett (nonvoting), Jon Pennock, Matt Nixon, Paula Fratantoni (nonvoting), Anthony Kirincich, Steve Couture, Curtis Bohlen, Blaine Grimes; Board participants by webinar: Al Hanson, Jim O'Donnell, Malcolm Spaulding, Bruce Carlisle, Mel Cote **Other participants:** Ernie Petzrick, Tom Shyka, Ru Morrison, Cassie Stymiest, Jackie Ball, Ivy MIsna, Josie Quintrell, Gabrielle Canonico, Jeremy Phillips

Malcolm Spaulding called the business meeting to order at 9:10 a.m.

Matt Lyman motioned to approve the December 4, 2013 board meeting minutes, seconded by Matt Nixon, and was unanimously approved. Matt Nixon motioned to approve the February 19, 2014 meeting minutes, seconded by Steve Lohrenz, and was unanimously approved.

We have all of the conflict of interest forms for 2014 except for Robert Araujo.

Christine Tilburg presented the **nominating committee** report on behalf of the nominating committee. The following directors have terms expiring this year, including: Al Hanson, Matt Lyman, Christine Tilburg, Malcolm Spaulding, and Jon Pennock. Only Al Hanson and Matt Lyman are eligible to serve an additional term. Christine has not yet been notified if Al or Matt are interested in serving another term. We will need to announce board replacements one month before the December board meeting. Christine added that filling her Sea Grant seat will be complicated since Sea Grant has asked to step down from their nominating role. Christine suggested Bob Kennedy who is the Executive Director of the Maine Coastal Observing Alliance. The nominating committee will also need to contact NROC (Northeast Regional Ocean Council) and NEAC (Northeast Academic Consortium) to fill Malcolm's and Jon's seat. There is a NROC meeting scheduled for next week, the open board seat can be addressed then. Christine then informed the group that there have been several alternate requests, including: Arthur Sawyer (for Dave Casoni), Will Perrie/Dave Herbert (for Peter Smith), and Ernie Petzick (for Justin Manley). Peter Smith will need to select only one alternate and needs to be nominated by the NEAC. This is the official notice of the other alternates on the slate, the board will vote at the next board meeting in August. The officer terms are also expiring in December. Malcolm as President and Linda Mercer as Treasurer will not be serving another term. Replacements are needed interested parties should contact the nominating committee. Peter Smith (Vice President) and Anthony (Secretary) are up for re-election.

Matt Lyman presented the **finance committee** report, referencing the financial report that was previously distributed to the board. The finance committee is concerned about the amount of money left on the PI (principal investigator) projects. This is likely due to a lag in billing within the institutions. There have been additional funds such as membership and sponsorship coming in. We are expecting continued support from the NOAA IOOS program office next year. NERACOOS has been awarded \$257k from the Sandy Supplemental to harden and replace infrastructure damaged in hurricane Sandy and to operate NECOFS in a cloud computing environment during storms. This two year award has been received and work is underway. Jon added that Great Bay NERR's (National Estuarine Research Reserve) recently had some problems with language in the Sandy Supplemental bill that may prevent hardening infrastructure that wasn't damaged from Sandy. Gabrielle hasn't heard about this issue, but will have a look at it. NERACOOS also had a clean audit this year. Christine Tilburg motioned to accept the 2013 audit report, seconded by Fei Chai, unanimously

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accepted. The indirect cost proposal was approved at 11.14% for the period through September 2012. The next indirect cost rate for the period through September 2013 will be around 23%. The jump in the rate is due to some changes within the office that were not captured because of the approval lag time as well as hiring Administrative Assistant. The indirect rates were initially negotiated with a contractor for the Department of Commerce, but were then handed to NOAA (National Oceanic and Atmospheric Administration) and have since taken a while to approve. We are also going to add Steve Couture as a signature on the bank account soon.

Malcolm provided a background on the **quorum issue** since we were unable to meet a quorum requirement of 50% at the February meeting. The executive committee has proposed that we change the definition of a quorum by reducing the minimum number of board members required to seven instead of twelve, since seven is the majority of twelve. Malcolm motioned to reduce the quorum requirement to seven and this was seconded by Christine Tilburg. The board then had a discussion about the matter and it was suggested that we should identify some ways to increase participation. It was agreed that a conversation of board expectations is required with all board members. It is also the responsibility of board members to have alternates attend in their absence. Malcolm tabled this vote until the August Board meeting so board members could have more time to discuss this. Curtis will speak with Ru about some interim suggestions to increase participation.

Ru presented the following **Operations Update**. The office has recently implemented a PI review process to assess current work completed and money spent. Ru continued as chair of the IOOS Association. The NERACOOS annual report has been well received and this is something we will continue to do annually. Yesterday we had a member networking event and due to weather we were unable to visit the Ocean Acidification buoy, so we are rescheduling in August. After a boat trip on the Piscataqua River we toured the Coastal Marine Laboratory with staffers from Maine and New Hampshire delegation. Cassie is the chair elect for NEOSEC (New England Ocean Science Education Collaborative). We are also sponsoring the NESOEC Summit later this year. We are waiting to hear back on a few proposals including: NFWF (National Fish and Wildlife Foundation), MEOPAR (Marine Environmental Observation Prediction and Response Network), and MBON (Marine Biodiversity Observing Network). The **Strategic Planning and Implementation (SPI)** team met in May to review and update the 2010 strategic priorities. They also constructed potential funding projects into a standardized template. This will allow us to seek potential funds and to take a more proactive role. The Integrated Sentinel Monitoring Project has hosted several workshops in the last year. The next workshop is on June 24. The goal is to have completed science and implementation plan by November. We are planning to use some NROC funds to enable Jeff Runge to dedicate some of his time to drafting the science and implementation plan. NECAN, the Northeast Coastal Acidification Network has also had lots of participation and success within the region. The project has actively raised about \$25k for stakeholder engagement workshops that will be held in Maine, Massachusetts (New Bedford) and in the Long Island Sound area.

Tom provided an update on **communications**. The annual impact report was well received, but always looking for additional feedback. Tom is currently working on a success story for the IOOS program office. The NERACOOS office has completed a few of these in the past and they were passed up the NOAA chain and have been used to highlight IOOS success.

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The program office is also working on a stakeholder movie. NERACOOS is currently a hopeful contender to highlight Dave Gelin as a pilot and NERACOOS supporter with Penobscot Bay River and Pilots Association. In April NERACOOS, MARACOOS, and the IOOS Program Office hosted a Northeast Seaboard Workshop in New York City.

Cassie then provided an **education** update. The next NESOEC summit is November 6-7 at WHOI (Woods Hole Oceanographic Institution). Cassie has been selected as the NEOSEC chair elect, a three year term (chair elect, chair, past chair). Cassie's abstracts for the National Marine Educators Association meeting and Coastal Zone Canada meeting were accepted. She and Anthony recently hosted a drifter workshop at WHOI. Teachers from throughout New England came together to build twelve of these low cost drifters. Matt Nixon added that he is funding a vessel in mid-June if deployment opportunities are needed.

Gabrielle Canonico delivered an **IOOS Program Office** update. There have been some staff changes within leadership, including; Suzane Skelley is leaving to pursue a new position within NOAA and Carl Gouldman is new deputy within the office. The Marine Biodiversity Observing Network announcements will be made during June. The Program Office is continuing to coordinate with RA's (regional association) on issues, including: ocean acidification, storm surge and ecological forecasting. Will be providing an Ecological Forecasting webinar with MARACOOS and NERACOOS, a topic has not been decided. The Annual Guidance Memo has been distributed, Ru will forward to interested parties. There's also a new budget strategy to share the line with CO-OPS (Center for Operational Oceanographic Products and Services). There's a strategic planning meeting today with directors to discuss opportunities for collaboration. NOAA also announced that is working on two focus habitats, including: Penobscot River and Chesapeake Bay. Nicole added that there's no direct relationship with NERACOOS, but will keep everyone informed.

Josie provided an **IOOS Association** update. The IOOS Association has been very focused on FY15 and the next appropriations cycle which is being debated today within the House. The federal budget in recent years has been tight, but pleased to announce that IOOS has maintained its funding level and even had some minor increases. The delegation work that NERACOOS does makes a difference. During the spring hill visit this year we had more member meetings than ever. We increased the program ask by \$5 million and was well received by the appropriations staff. The House added an additional \$1 million dollars for the sensor innovation grant. We're monitoring very closely as it travels to Senate. Josie stressed how important it is to have constituents contact their delegation, over 25% of the signature for the Dear Colleague letter came from the Northeast. The IOOS Act is up for reauthorization, working hard with NOAA and Program Office on this. This has been introduced to the House, but not the Senate. The IOOS Association is hosting the first regional association retreat in August. The goal of this activity is to come forward with a bold legislative strategy for IOOS support.

Ru reminded the board that the upcoming board meetings are August 21 and December 3. The Annual Meeting has been scheduled for December 4.

The business end of the Board meeting ended at 11:05.