

Foundation for Earth Science
Board of Directors
ESIP Summer Meeting
July 11, 2013

Karl Benedict, Chairman
Charles Hutchinson, Treasurer
Tamara Ledley, Secretary
James Frew, President
James Buizer, Director-at-Large
Bruce Caron, Director-at-large
Stefan Falke, Type III Rep
Emily Law, Type II Rep
Patricia Reiff, Director-at-large
Annette Schloss, Vice President
Brian Wee, Type I Rep (Remote)
Carol Meyer, Staff
Erin Robinson, Staff

1. Call to Order

The meeting was called to order at 5:37 p.m.

2. Agenda Review

Chairman Benedict reviewed the agenda. There were no modifications.

3. Adoption of Minutes from April 11, 2013

Secretary Ledley amended the item 6 on the April minutes to more clearly reflect the NASA and NOAA budget changes.

Treasurer Hutchinson made a motion to adopt the minutes as amended, seconded by President Frew. The motion passed by acclamation.

4. Treasurers' Report

a. Update on Single Audit Progress

Treasurer Hutchinson presented the draft audit prepared by the Foundation's CPA. He noted there are two key statements in the package – statement of position and statement of activities. Highlights from the audited financial statements were presented:

- i. Deferred income – Didn't appear in last audit (money drawn down and not expended in period drawn down).
- ii. Deficit results from expenses that would have been covered by overhead, if FES had been charging it. Moving forward, newer

proposals have built in overhead into the budgets and will be included in the pending EarthCube Test Governance and NOAA awards. The deficit is on paper and not representative of real dollars.

- iii. Net deficit is lower than it would be since registration income is used to offset indirect expenses when a surplus is available.
- iv. Cash flows – roadmap for how cash came in and out.
- v. Functional Expenses – not all conference expenses are ESIP-related, others included are AGU – Ignite and other programmatic activities.

b. Current Financial Picture

- i. Currently in the first year of a 3-year NASA Cooperative Agreement.
- ii. Pending funding from NOAA and NSF/EarthCube, with other proposals (EarthCube-related & NASA GLOBE in the pipeline)
- iii. During this fiscal year, there have been a small number of externally funded activities:
 - Energy & Climate Working Group’s Decision Support Tool Catalog
 - Teacher Workshop (late invoice)
 - IOOS Ignite
- iv. Other items that might stand out include:
 - Office Internet, which includes expenses for Amazon Web/cloud computing services.
 - Student Fellows income are low b/c we held off on new bringing in new student fellows pending funding decisions.

5. Executive Director’s Report –

a. Funding updates

- i. NOAA - Cannot fully fund the request, but will be able to support operations ~\$170k for year 1 with a June 1 start. Years 2, 3 expected to be ~\$250-260k.
- ii. NASA – 7 months into new cooperative agreement. Focus on getting the Information Quality Cluster re-started. New NASA ACCESS proposal submitted with AQ group.
 - 1. GLOBE proposal – Carol is co-I, led by NASA Langley. Could be significant award for the Foundation.
- iii. NSF
 - 1. EarthCube – waiting to hear on final approval for Test Governance; We are also waiting to hear about building blocks and conceptual design/architecture proposals .
 - 2. ISEES – NSF-funded planning grant.
- iv. Director Buizer asked what about organizational capacity

1. We would begin to add staff with some of the funding.
 2. Embed ESIP in solicitations – this has been part of conversation with NASA program managers in the past.
 - b. ESIP Meeting – Despite the worry about turnout because of federal travel restrictions, there were almost 200 people registered for the July 2013 ESIP meeting. Sessions content seems very relevant and the initial feedback is positive.
6. Director Law gave the report from the Business/Strategic Planning Subgroup
- a. The group was tasked to identify services, business plan and a road map.
 - b. Carol, Stefan, Chuck, Emily, Karl, Bruce have participated.
 - c. The group progressed by having biweekly meetings and has met three times.
 - d. The subgroup performed SWOT review for the Foundation and market landscape. Group has also tried to identify specific and measurable goals. Need both internal and external growth; also key are customer satisfaction and internal organizational practices.
 - e. Looking to deliver a draft plan in 3 months.
 - f. More details see the basecamp:
<https://basecamp.com/2134500/projects/2021787-market-analysis>
7. Chairman Benedict reported from the Linking Documents Subgroup
- Proposed Bylaws Revisions
- i. Article 3, Section 1 –
 - ii. Article 4
 - Proposal: Modify membership composition of board. Looking to increase minimum number of directors from 7 to 9 and maximum from 11 to 15. Would also reduce number of Federation-named Board seats from 6 to 4.
 - Discussion: Update language for ESIP membership. Maintain number of members, but removing link between federation leadership positions. Assembly will figure it out. Reduced from 6 to 4. 6 years maximum for consecutive service. Good for Foundation to achieve greater separation.
 1. Bruce: Amendment from 4 to 6 Frew – 2nd Discussion: set to 4 now we've stated that Federation is releasing statutory control of the Foundation. 6 says we are not doing that. Vote is tabled.
 - If you fill for in a member, will just complete that term.
 - Board to select officers and officers serve two year terms – not ex officio by virtue of ESIP position held
 - President of board in last year, what happens when rotate off and still year
 - Had both President and Chair because if leaders were same, couldn't sign an MOU with one another.

- Many items require legal review as highlighted in document.
- Action: Continue to review and will be raised again in September.

8. Other Business

No other business.

9. Adjourn

Director Charles Hutchinson made a motion to adjourn the meeting, seconded by Secretary Ledley. The motion passed by acclamation. The meeting adjourned at 7:44 p.m.