



**CUAHSI**  
allied for water science

## CUAHSI Board Meeting Minutes

*August 21, 2023*

### Roll Call

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

#### **Term expires 12/31/2023**

Safeeq Khan, Univ. of California, Merced

Sarah Ledford, Georgia State Univ. X

Margaret Zimmer, Univ. of California, Santa Cruz X

Anne Nolin, Univ. of Nevada-Reno X

#### **Term expires 12/31/2024**

Alejandro Flores, Boise State University (Past Chair) X

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

Steven Loheide, Univ. of Wisconsin - Madison X

Ashley Matheny, Univ. of Texas - Austin X

Ashok Mishra, Clemson Univ.

Åsa Rennermalm, Rutgers Univ. X

#### **Terms expires 12/31/2025**

JP Gannon, Virginia Tech X

Drew Guswa, Smith College

Hoori Ajami, Univ. of California - Riverside X

Anne Jefferson, Univ. of Vermont (Chair Elect)

Jay Zarnetske, Michigan State Univ. (Chair) X

#### **Officers: (terms expire January 31, 2024)**

Troy Gilmore, University of Nebraska (Treasurer) X

Adam Ward, Indiana University (Secretary)

**CUAHSI Staff Present:** Jordan Read

**Guests:** R. Payn (Instrumentation Committee), A. Dugger (Hydroinformatics committee), F. Valappi (Hydroinformatics committee)

Minutes prepared by Gilmore and Zarnetske

## Monday, 21-August-2023

12:02 EDT Call to Order; welcome to new directors Asa Rennermalm and Ashley Metheny

1. ED updates (Read)
  - a. Office updates:
    - i. Connect marketplace as a way to have accessible venues in the future
    - ii. Hiring for two main position
      1. Controller interviews completed, top two candidates identified
      2. Environmental data scientist, excellent candidates
  - b. Negotiating office space to reduce to single office space and also reduce costs of that single space.
  - c. Audit: 2019 audit expected today or tomorrow, then heads to Internal Audit Committee
  - d. Consider personal touch on membership drive, could involve Board Members
    - i. These are not large/member, but provide unrestricted funds that are critical
  - e. Geoinformatics concept letter submitted, and PO for Geoinformatics and Hydrological Sciences are working on response
  - f. Review and discussion of Executive Director memos sent as read ahead material, including notices and other communication with NSF
    - i. Notices from NSF received in 2018 and 2023 about CUAHSI operations were shared and discussed
    - ii. Memo responses from CUAHSI to NSF notices were shared and discussed; going forward CUAHSI to NSF update memos will be at 6-week intervals
    - iii. Going forward, it is important to plan for Board involvement in oversight of Director and Director's financial responsibilities
    - iv. Discussion of updating BoD onboarding process to highlight fiducial responsibilities and more frequent financial updates to the board
      1. This includes setting expectations of the granularity to which board members need to be aware and knowledgeable on financial and operations.
2. Chair updates and action items (Zarnetske)
  - a. Timely minute review and approval
    - i. Plan on this 5 to 10min activity within a week after the meeting; put it on your calendar; comment to make edits; if no edits, vote your approval on the vote record; abstain if absent for a meeting.
    - ii. We need to finalize and post our minutes to the public in a timely manner
  - b. Code of Conduct update
    - i. Investigation completed and details shared in memo prior to meeting.
  - c. Standing Committee Assessment action plan
    - i. Board should provide async feedback on the proposal shared prior to meeting, especially if you have been or envision being liaison.
    - ii. Review in response to Standing Committee questions about their roles (Ng and Zimmer)

1. Recommendation is to keep standing committees, but revitalize and empower them.
  2. Bi-directional communication needed; liaisons could provide any significant updates in board meetings and asynchronous updates
  3. Committees have energy and ideas – what are BoD thoughts on the level of oversight needed? Suggest doing charter reviews annually, potentially as a milestone and check in during the annual BoD meeting?
  4. Committees are likely looking for communication soon as to whether BoD is looking to keep committees.
- d. New DEI Grant Mechanism developed by the DEI standing committee was shared with board and board should provide timely asynchronous feedback, which will be shared with the DEI committee
3. Other business
    - a. Zarnetske opened the floor to any other business. Hearing none, the meeting was adjourned for the day.

13:00 EDT     Adjournment