



**CUAHSI**  
allied for water science

## CUAHSI Board Meeting Minutes

*November 15, 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

#### **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. X

Åsa Rennermalm, Rutgers Univ. X

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

JP Gannon, Virginia Tech X

Drew Guswa, Smith College X

Hoori Ajami, Univ. of California - Riverside

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

Jay Zarnetske, Michigan State Univ. (Chair) X

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

Troy Gilmore, University of Nebraska (Treasurer)

Adam Ward, Oregon State University (Secretary) X

**CUAHSI Staff Present:** Jordan Read

**Guests:** (none)

Minutes prepared by Ward

**Wednesday, 15-November-2023**

13:00 EDT Call to Order

1. Executive Director updates (Read)
  - a. Renewal Proposal. Read reported that he is on-track for submission of the renewal proposal to NSF in December 2023. He will be working with standing committees in the coming week and anticipates no major changes relative to the current formulation. ExCom has been providing input.
  - b. Indirect rates. CUAHSI will submit the indirect rate package to NSF this week. The new controller has been working on this and he expects this to be received. Read briefly summarized a read-ahead he provided to Board members related to indirect cost rates, how they are calculated, and the fiscal impacts of various grants and contracts on CUAHSI operations. The group discussed the balance of diversifying funding sources, indirect rates, and organization finances.
  - c.
2. Chair, Chair-elect, Past-Chair compensation. (Zarnetske/Jefferson)
  - a. Zarnetske presented a summary of past and current practice for board chair compensation to raise Board awareness and for consideration in future audits. Zarnetske provided a copy of his service agreement for review ahead of the Board, which is new this year to add transparency and accountability for the appointment.
  - b. The Board of Directors approve the 2023 compensation for the Board Chair at the rate of \$20,000 for services detailed in the personal services agreements.**
    - i. Motion: Ledford**
    - ii. Second: Jefferson**
    - iii. Discussion: (none)**
    - iv. Vote: Approved**
      - 1. Yes: (all but Zarnetske)**
      - 2. No: (none)**
      - 3. Abstain: Zarnetske**
3. Audit report and update (Guswa/Zarnetske/Read)
  - a. Guswa reported that the potential path forward that would allow for several audits to have been completed in one programmatic review effort is not likely a viable option. Thus, the organization likely needs to complete independent 2020, 2021, and 2022 audits.
  - b. Ledford asked what was holding progress for starting on the 2020 audit. Read noted that there is a missing document from the 2019 audit that would need to be produced in order to finalize that audit, for which he has an estimate in-hand. Read is preparing to authorize the current audit firm to complete this work and enable the 2019 audit to be finalized. Read expects that this can be completed in the coming weeks. The Board concurred that completing the 2019 audit as efficiently as possible was optimal for the organization.

- c. The anticipated path forward is to efficiently, systematically proceed with the outstanding annual audits as soon as the 2019 audit can be completed.
- 4. Director Election & Treasurer update (Ledford/Zimmer)
  - a. The slate of candidates for the BoD elections have been established and approved. This ballot will go out soon to all member institutions.
  - b. The Board members were asked to identify potential treasurers for the organization, noting the need for someone with expertise in organizational finances.
- 5. Annual Membership meeting agenda overview (Jefferson)
  - a. Jefferson is working on the agenda for the Dec. 2023 membership meeting. The first half of the meeting will broadly include Read providing a ‘State of the Consortium’ update. The strategic plan will be shared with the community. The business meeting will include approval of minutes, treasurer’s reports, election outcomes, and other organization business.
- 6. Update on the commitments we made in last NSF memo (Zarnetske/Read)
  - a. Zarnetske reviewed the actions that the BoD committed to in the most recent memo to NSF that will be implemented in the next six months or less. These include:
    - i. Development of a revised, comprehensive board education and onboarding plan;
    - ii. Development of a Board mentorship plan
    - iii. Revising the meeting schedule and cadence for Board operations
    - iv. Appoint an external financial advisory committee to advise the Board on fiscal operations and practices
- 7. Other business
  - a. Zarnetske opened the floor to any other business. Hearing none, the meeting was adjourned for the day.

14:00 EDT    Adjournment