



**CUAHSI**  
allied for water science

CUAHSI Board Meeting Minutes  
*Oct. 9, 2024*

**Roll Call**

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

**Term expires 12/31/2024**

Alejandro Flores, Boise State University 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

**Term expires 12/31/2025**

JP Gannon, Virginia Tech X  
Drew Guswa, Smith College X  
Hoori Ajami, Univ. of California - Riverside X  
Anne Jefferson, Univ. of Vermont (Chair) X  
Jay Zarnetske, Michigan State Univ. (Past Chair) X

**Term expires 12/31/2026**

Safeeq Khan, Univ. of California, Merced X  
Sarah Ledford, Georgia State Univ. (Chair Elect) X  
Amy Burgin, Univ. of Kansas X  
Darren Ficklin, Indiana Univ. X

**Officers: (terms expire January 31, 2027)**

Adam Ward, Oregon State University (Secretary) X  
Steve Architzel, UC Santa Cruz (Treasurer)

**CUAHSI Staff Present:** Jordan Read, Lisa Mucciacito

Minutes prepared by Ward

**Wednesday, 11-Sept-2024**

14:00 US Eastern      Call to Order

**Minutes**

1. **Approval of Sept. 2024 BoD Minutes**
  - a. **Motion: Zarnetske**
  - b. **Second: Ledford**
  - c. **Discussion: (none)**
  - d. **Vote: Approved**
    - i. **Abstained. (Gannon, Matheny)**
    - ii. **Approved. (All not abstaining)**

**Executive Director Update (Read)**

1. Audit status
  - a. 2020 audit: CUAHSI expects a draft audit in a week unless there are further complications.
    - i. Draft to be shared with the Audit Committee immediately.
    - ii. CUAHSI's team was able to meet the document and timing needs of the auditor (Marcum) to submit the remaining 2020 items last Friday (10/4)
    - iii. To meet this audit deadline, CUAHSI had to revisit and correct a large amount of CRCFO work which placed expenses and revenues in the wrong fiscal year.
    - iv. Expecting to formally file the final audit at the end of October
  - b. 2021-2022 audits: Expecting to file audits in late Nov / early December 2024
    - i. CUAHSI lost approximately 6 weeks on our audit timeline due to unforeseen capacity issues (see below) and needing to make deeper changes to CRCFO's work
  - c. The group discussed the anticipated timing for reports and filing deadlines, and Read's efforts to address deficiencies and updated policies and procedures within the organization.
2. Staffing / workforce
  - a. Sandesh Maddila joined 9/16 as a software engineer, Summer Conley (Program and Ops Assistant, joined 8/26) has become well integrated into ongoing tasks, Leah Turner (Dir of Edu & Strategic Partnerships) starts with CUAHSI on 10/14 and will join several of us at the in-person CIROH meeting next week
  - b. Maureen's (Dir of Finance) capacity was reduced following her husband's death, but she is returning closer to her prior workload and responsibilities.
3. Portfolio status
  - a. Fee-for-service leveraging HydroShare:
    - i. Our contributions to a FL-centric grant opportunity appear to be promising and could bring in significant new funding and personnel in HydroShare and other technical support (2~3 FTE)
    - ii. Discussing contract effort as part of DBI proposal to host a separate instance of HydroShare for biological imagery data (potentially 0.75 FTE; would help us further generalize HydroShare and make the case the technical investment is more widely applicable)
  - b. NSF

- i. CUAHSI is entering discussions to contribute to a geophysics focused proposal for mid-scale research infrastructure solicitation as a cyberinfrastructure / data partner.
    - ii. ED Read has been working with other CZNet leads, our CZNet Advisory Committee, and other partners to establish transition plans and ideas for future proposals.
  - c. NOAA / CIROH funding
    - i. Read, Turner, Castronova, and Garousi-Nejab will be in-person at the CIROH Science Meeting next week
    - ii. Have three strategic focal areas for fiscal year 2025 CIROH solicitations
    - iii. Working with staff and getting input from CIROH (Burian), NOAA (Salas, Clark)
- 4. Membership and community engagement
  - a. CUAHSI had two employees (Mucciacito and Sosa-Gonzalez) at the GSA meeting (week of 9/23) supporting the CUAHSI booth
    - i. New Dir of Edu and Strategic Partnership, Leah Turner, also attended and met with CUAHSI staff
  - b. CUAHSI is working on AGU fall meeting plans for additional social presence and sorting out decisions on who will attend
  - c. WaterSciCon: ED Read followed up via email with John Selker to propose a discussion or otherwise align on strategy; proposed a meeting to AGU's team with Lejo to continue discussion which will happen in November.
    - i. CUAHSI should be prepared for AGU to decline to enter another MOU
  - d. In-person community and engagement data meeting in Madison last week
    - i. Define our "metrics" efforts in new CCA supplement; support better membership management and improved custom comms to reps
- 5. Operations and admin
  - a. ED Read sent a formal exit letter to not renew our Workbar current lease; CUAHSI will downsize office size and monthly rent expense again. Current rent is \$2,800/mo until the end of 2024.
  - b. With Operations Data Scientist Linday Platt now at full-time, we've been able to set up more accurate and useful budget forecasting for projects and for the whole org (e.g., date when CUAHSI funds would run out at current / planned spent rates)

### **Board Chair Update (Jefferson)**

1. Jefferson summarized work that remains for 2024, including:
  - a. Chair compensation policy
  - b. 2025 Board travel & reimbursement
  - c. Audits for 2020, 2021, and 2022.
  - d. Revision to Executive Director Review procedure
2. Jefferson initiated a discussion about the critical differences between CUAHSI and other organizations (e.g., UCOWR), suggesting that CUAHSI provide a clear differentiation to help members articulate the benefits of CUAHSI.

### **Nominations Committee Update (Ledford)**

1. Ledford reported that a strong slate of candidates is coming together, and the committee has been actively recruiting potential Board members. Ledford was excited about the

diversity of skillsets amongst the potential candidates, particularly the non-member-representations on the Board.

**Job Board Update (Matheny/Jefferson)**

1. The group discussed operation of a job board, that would be available at no cost for members, but would enable payment to be ‘featured’ and increase visibility of the advertisement. A modest discount for members was discussed as a logical, tangible benefit for members.

**Executive Director Review Procedures (Jefferson)**

1. Jefferson reviewed the proposed update to the review procedures for the Executive Director. She noted increasing efficiency and expanding the pool providing input would also yield more comprehensive feedback.

Jefferson opened the floor to other business. Hearing none, the meeting was adjourned.

15:00 US Eastern      Adjourned