

**IRIS Board of Directors Meeting  
August 4, 2021 (virtual)  
Meeting Summary**

***August 4, 2021 (3:00-4:30 PM ET)***

***In Attendance***

IRIS Board Members: Richard Aster (chair), Lara Wagner, Jackie Caplan-Auerbach, Charles Ammon, Brandon Schmandt, Susan Schwartz, Phil Wannamaker, Sarah Kruse, Victor Tsai

IRIS Staff Members: Bob Woodward (President), Jerry Carter, John Taber, Candy Shin, Katrin Hafner, Justin Sweet (Scribe),

Additional Attendees: none

***Agenda***

- Welcome and review of agenda
- Approval of minutes from prior meetings
- Brief program highlights
- Financial report
- Merger update
- Briefing on recap plans / end of year spending (GSN, CCP)
- Discuss BoD readers for SAGE-GAGE management review materials
- Nominating committee update
- Government relations update
- Nov F2F meeting

***Welcome and review of agenda***

Rick Aster called the meeting to order and introduced the agenda.

***Approval of minutes***

The Board discussed the process for approving minutes from previous meetings. Woodward and Tsai (Board Secretary) will work on a plan for distribution and review of past meeting minutes, asynchronously from meetings. In this way we won't interrupt the flow of meetings with approvals of minutes at the start of future meetings.

**Action Item (Woodward/Tsai): develop plan for asynchronous approval of Board meeting minutes.**

***Program highlights***

Woodward briefed program highlights.

- GSN VBB upgrades continuing where possible
- New Department of State-funded GSN station in Uzbekistan is proceeding, with significant assistance of US embassy in Tashkent.
- SNECCA (Caucasus and Central Asia)
  - New contract signed with LLNL for next year of activities
  - 4 new postholes drilled in Georgia (T-120s to be installed)
- Rapid Response test sensors have arrived at PIC for testing/evaluation
- TA team has completed Canada station removals on schedule

- UNAVCO obtaining NSF approval for a subaward to IRIS to fund maintenance visits to PBO stations by TA staff during their demobilization field work.
- GAGE-SAGE Virtual Workshop Aug 17-19
  - 360 registrations (60 more than for 2019 in-person workshop)
- Working on plans for SAGE-GAGE 2022 Workshop in Pittsburgh - to be submitted to NSF for contract approval.

### ***Financials***

Shin (IRIS CFO) presented a financial update. NSF has issued an updated indirect rate agreement covering final and provisional rates from FYs 2018-2022. NSF has added our budgeted fringe benefit rate to the rate agreement. Shin briefed the draft SAGE-II Quarterly Financial Report as of 6/30/21, noting that there are only small reportable variances in the Data Services and EPO directorates. Woodward noted that the NSF program officer for SAGE has approved our submitted SAGEII Y4 budget, now waiting for action from contracts and grants officer.

### ***IRIS-UNAVCO merger planning***

Aster and Woodward presented an update on the IRIS-UNAVCO merger planning. The target date for merger completion was discussed. The planning teams are at work on timelines.

There was significant discussion amongst the Board regarding merger communications. The BoD is keen to increase the level of communication with the broader community and with consortium members. A variety of communication strategies and pathways were discussed.

Action Item (Woodward/Aster/SC committee): Take suggestion to Steering Committee that we schedule our next townhall event such that the date can be announced as part of the merger update remarks at the beginning of GAGE-SAGE.

### ***Status of funding actions***

Woodward provided a briefing of the recapitalization / end-of-year spending for CCP, PASSCAL, Polar, and GSN.

### ***Overview of major recapitalization plans***

Carter provided a high-level briefing of the path to completion of the Common Cloud Platform (CCP) project, including known unknowns, milestones completed, and future milestones.

Hafner presented a high-level overview of the multi-year GSN recapitalization plans, including VBB vault sensors, next generation dataloggers. An overview of the long-term annualized budget required to address these various present and future needs was presented.

### ***Update on upcoming SAGE-GAGE management review***

Woodward updated the board on progress towards completing the written response to the request for information that is part of the preparation for the September 2021 external panel review of SAGE and GAGE management.

Action Item: Aster, Schmandt, Caplan-Auerbach will serve as Board reviewers for the response to the NSF Management Review Request for Information.

### ***Update on nominating committee***

Schmandt briefed the status of the Board's Nominating Committee (NomCom). The committee membership is in place: Schmandt (chair), Thurber, Bezada, Pankow, Schwartz. Current Board members rotating off the Board are: Susan Schwartz and Chuck Ammon. The NomCom members are asked to consider:

- Cross-over membership with UNAVCO Board
- Increasing diversity of Board membership

Aster will put Schmandt in touch with the UNAVCO NomCom chair (not appointed yet).

### ***Government relations***

Woodward provided an update on IRIS government relations activities.

### ***Next Board of Directors meeting***

Aster and Woodward propose to hold a full Board meeting in November, face-to-face if possible (pandemic permitting). Nominal location is Washington, DC, for a two day meeting. We will shift to virtual if pandemic situation dictates. Woodward indicated that IRIS intends to adopt a vaccination policy requiring staff working in IRIS offices to be vaccinated, and that those attending in-person IRIS-sponsored governance meetings (effectively, an extension of IRIS office space) also be vaccinated.

**Vote: Aster moves that the Board endorse the IRIS vaccination policy. Schwartz seconded the motion. The motion was unanimously approved.**

[Meeting adjourned at 4:39pm ET]