

**IRIS Board of Directors Meeting
February 2, 2022 (virtual)
Meeting Summary**

February 2, 2022 (4:30-6:00 PM ET)

In Attendance:

IRIS Board Members: Rick Aster (Chair), Sarah Kruse, Brandon Schmandt, Jackie Caplan-Auerbach, Phil Wannamaker, Jeff Freymueller, Victor Tsai, Lara Wagner, Anne Tréhu

IRIS Staff Members: Bob Woodward, Justin Sweet (Scribe), Jerry Carter, Bob Busby, Kent Anderson, Candy Shin, John Taber

Additional Attendees:

Board Community Outreach Update (Wagner briefs)

Wagner gave a status update on the Board outreach initiative.

SZ4D (Woodward briefs)

The SZ4D Executive Committee (ExCom) has asked IRIS/UNAVCO to collaborate on an upcoming high-level planning proposal.

Review of Minutes and Status of Action Items

There were no comments or revisions to the January 5, 2022 minutes. There was a quick review of open action items.

Vote: Wagner moves to approve the January 5, 2022 minutes. Schmandt seconds. Unanimous vote in favor.

Education & Public Outreach / Community Activities Update (Taber briefs)

The first three IGUaNA modules will be released next week. Taber thanked Kruse for her assistance on this project.

SAGE/GAGE Workshop

The Science Committee is currently working to confirm the plenary chairs and speaker nominations. The nominations should be in place by late February. With the preliminary planning underway, the deadline for pivoting to a virtual meeting (if this is required) is April 1st.

Budget and Finance Committee Report (Shin briefs)

The FY21 audit report has been issued - unqualified opinion with no findings. The NSF review of the FY20 indirect rates has been completed with no adjustments. The NSF OIG audit of IRIS (Nov 1, 2018 to Oct 31, 2021) is entering the testing phase.

Shin also reviewed the status of the current/active IRIS awards.

Indirect rates were discussed. NSF accepted the FY20 final rates and will be reviewing final audited FY21 rates.

Data Services Update (Carter briefs)

CCP remains the highest priority. A key goal is demonstrated capability by the end of 2022. As an informational item, Carter mentioned the Citation/Licensing Workshop. There will be international participants. The intent is to target publishers as well as data system operators.

Instrumentation Services Updates (Busby and Anderson brief)

PASSCAL equipment orders were reviewed. Funds remaining from the Marine Seismology Symposium will be used to provide participant support for the upcoming SSA meeting. PASSCAL cost recovery implementation plans were briefed.

Developing Guidance for Standing Committee Meetings (Woodward briefs)

There was a significant discussion about general Board and budget guidance that should be discussed during the upcoming Standing Committee meetings. The scope of the guidance should include discussions about Y6/Y7 budget operations, etc.

Action Item (Woodward): Draft a letter capturing the Board's guidance to the Standing Committees. Provide this to the Board within a week and aim to get this out to the Standing Committees with plenty of time for them to review/consider prior to their meetings.

Action Item (Woodward): Plan and facilitate breakfast meetings during SAGE/GAGE workshop for IRIS/UNAVCO advisory committees to cross-interact.

General SAGE Y5 Budget Guidance Issues/Discussion (Woodward briefs)

The Management Team recommends we continue with our current trajectory to use planned Y5 budget starting with Y5 targets for program budgets. No major shifts in budget emphasis between programs. The plan assembled by management will be shared with the Board at the March Board meeting.

Staff Salary Strategies for IRIS FY23 (Woodward briefs)

Plans for the FY23 staff salary adjustment process were discussed.

Final Comments

The Board members were reminded of the upcoming joint IRIS/UNAVCO Board meeting scheduled for early March.

Wannamaker thanked Wagner for all her work setting up the Board outreach teams. Wagner noted that she and a UNAVCO board member are collectively working on this initiative and would like to see the outreach process up and running before the upcoming joint Board meeting. The plan would then be to get feedback from both Boards at that meeting.

Meeting adjourned at 6:13pm ET