

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

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

*In Attendance:*

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

IRIS Staff Members: Bob Woodward, Candy Shin, Marlo Swanson, John Taber, Jerry Carter, Rob Casey, Bob Busby, Kasey Aderhold (Scribe)

Additional Attendees:

**Brief News and Updates (Woodward briefs)**

The joint IRIS and UNAVCO Boards' Membership Outreach Project has launched and is underway. We are using the *SignUpGenius* tool to schedule sessions.

The SZ4D planning (catalyst) proposal has been submitted.

**Review of Minutes and Status of Action Items (Tsai and Woodward briefs)**

There were no comments or revisions to the February 2, 2022 minutes. There was a quick review of the action items. The updated Action Tracker has been uploaded on the Board's website.

**Vote: Caplan-Auerbach moves to approve the February 2, 2022 minutes. Freymueller / Schmandt second. Unanimous vote in favor.**

**Budget and Finance Committee Report (Shin briefs/slides on website)**

The Annual FY21 Single Audit Report has been issued. The Form 990 filing to the IRS is due May 15, 2022. The Indirect Rate agreements are approved by NSF and are now up to date. The FY23 EarthScope Indirect Rate Proposal will be developed. The NSF Office of Inspector General Audit is in progress.

**Annual Plan and Budget for Y5 (Woodward briefs)**

Woodward discussed strategy for preparing the Y4 SAGE-II budget. There were no major shifts in budget emphasis between programs. The remaining steps include sending the Program Managers a Board-endorsed budget. The Program Managers will then present budgets with targets to the Standing Committees. The Standing Committees are tasked with returning the budgets to the CoCom Committee who will present these at the April Board meeting. The Annual Plan and Budget needs to be delivered to NSF on May 1, 2022.

On behalf of the Board, Rick congratulated and thanked Candy Shin for her 25 years of service to IRIS.

**Vote: Freymueller moves to proceed with the recommendation to hand off the Annual Plan and Budget for Y5 to the Program Managers. Schmandt seconds. Unanimous vote in favor.**

**Action Item: Request to share financial slides from this section and generally share slides in advance of the Board meetings. (Shin)**

### **Nominating Committee**

IRIS needs to appoint (4) people to the Nominating Committee to create the candidate slate for the EarthScope Board of Directors. The new EarthScope Board will consist of (8) people with an estimated (16) candidates. We will need an IRIS Board member to be the co-Chair. Brandon Schmandt was the previous Chair of the Nominating Committee for IRIS. The Nominating Committee needs to be in place by May 2022. The Board members who will be transferring over to the EarthScope Board need to be identified by June 2022.

**Action Item: Aster will start an email thread with the Board to organize membership on the Nominating Committee (Aster).**

### **Staff Salary Strategies for IRIS FY23 (Woodward briefs)**

Woodward is requesting the Board to authorize a raise pool to be used for annual salary increases for staff in July FY23.

### **Education and Public Outreach / Community Activities Update (Taber briefs)**

Taber provided an update on the 2022 SAGE/GAGE Workshop. Everything is on track for planning with registration opening soon in early April. Speaker nominations are being finalized this week. The agenda, short courses, scholarship applications and diversity activity have been planned and completed.

Taber provided several additional updates. The *Women in Geoscience* video series is completed and available on *YouTube* featuring a diverse group of (12) women designed to inspire young women to pursue careers in STEM. As part of the "If/Then Project", IRIS staff member Dr. Wendy Bohon's statue is on display at the Smithsonian Museum in Washington, DC. There are 45 qualified applicants for the 2022 IRIS summer internship. The first (3) IGUANA intro undergraduate modules have launched.

### **Data Services Update (Carter briefs)**

Carter reported on a discussion with NSF regarding the interim identity management system requirements. Carter provided an update regarding staff changes.

### **Instrumentation Service Update (Busby/Woodward briefs)**

Some travel has resumed and instrument procurement has progressed. The Polar Seismic & Geodetic Facility Plan needs to be revisited (10 years old).

- *PASSCAL*: Cost recovery (post-NSF meeting on 2/25), an implementation plan and cost structure is needed immediately, but implementation can proceed more slowly.
- *Polar*: The Antarctic team returned last week from a 3-month deployment. The Polar Science and Technology Committee (PSTC) meeting is scheduled for next week.
- *PASSCAL MT*: There are (4) NSF supported experiments/ (3) of which are new experiments. The new wideband instruments have been procured.
- *GSN*: UCSD is visiting ASCN again. USGS international travel is still restricted.
- *TA*: The Alaska warehouse closes this month. 115 posthole sensors were sent to Socorro in November for assessment. GAGE tasking for remaining TA staff until merger. The DAS RCN is coordinating field exercises for community.

**Executive Session adjourned at 6:36PM**