

**ESIP Federation
Executive Committee
June 11, 2009**

Attendees: Karl Benedict, Steve Berrick, Michael Goodman, Patricia Huff, Chuck Hutchinson, Marilyn Kaminski, Chris Lenhardt, Carol Meyer, Margaret Mooney, Rob Raskin, Brian Rogan

1. Adoption of Minutes

The draft minutes of the May meeting were sent to everyone prior to the call. Karl Benedict made a motion to adopt them as drafted. Chris Lenhardt seconded the motion. Without discussion, the minutes were adopted.

2. Summer Meeting Update

The summer meeting is attracting a lot of attention. Registration stands at 130, with 3-plus weeks to go. The program is basically set, abstracts for sessions are trickling in. There are a few open meeting slots available and a couple of technical workshop slots available. Otherwise, the agenda is full.

The Executive Committee needs to meet in Santa Barbara. There are a few times when this might happen – Monday evening, during an open meeting slot or Thursday morning (before the day gets underway). The meeting is important to allow the Executive Committee to take a first glance at the draft budget.

The Executive Committee decided to meet on Thursday, July 9 at 8 a.m. for breakfast. Members of the Executive Committee who are not on the Board are invited to join the Board at 7:30 on July 9 for dinner off campus.

3. Review of Draft Policy on Committee Budget Requests

During the May telecon, the Finance and Appropriations Committee (Ficom) requested that the Executive Committee provide guidance on what proposals are appropriate for funding. The Ficom request was triggered by a recent Products and Services Committee budget request.

As requested by the Executive Committee in its May meeting, the Ficom met to discuss the Products and Services proposal with the informal guidance offered by the Executive Committee. The Ficom approved a revised budget of \$20k, which funded high priority items that were identified by the Products and Services Committee. One proposed task, for an expertise matching service, was urged to build off the FUNding Friday Help application that was developed last year. Products and Services Chair Rob Raskin is exploring whether the Help application can support the vision the Committee has.

Carol Meyer drafted a policy document for future committee and working group budget requests. The document is broken down into three sections: Guiding Principles, Specific requirements, and General provisions. The Executive Committee reviewed the document section by section for content, while wording suggestions would be held to a later time.

Guiding Principles Section

The Executive Committee felt that the document as a whole is about 'proposals' and not 'budgets'. They suggested clarifying language throughout the draft to reflect that. Rob Raskin suggested that Principle 4 needs to reflect the notion that funded activities be of long-term benefit for the community and the ESIP Federation.

Specific Requirements Section

The specific requirements were received well by the Executive Committee. Steve Berrick raised the issue of whether an open competition must be held under all circumstances. He cited the issue of travel and suggested that the policy be flexible to allow for a non-competitive decision when neither time or circumstances allow. There was consensus among the committee to allow for this flexibility.

General Provisions

There was discussion about FiCom's reluctance to fund labor costs on a project. Rather, it is willing to fund a project deliverable (fee for service). It also expressed the desirability of projects that leverage existing funds and activities. Carol Meyer will rework the draft to reflect this discussion.

Chris Lenhardt suggested that the policy undergo a legal review. The Executive Committee agreed to proceed with that and Carol Meyer indicated she would bring it before an attorney once the language was complete.

4. Other Business

Martha Maiden is sponsoring a meeting in late June after the Earth System Science at 20 meeting. Chris Lenhardt asked if there should be an ESIP Federation presence at the meeting, which is invitation only. Steve Berrick took an action to work with Martha to extend an invitation to the ESIP Federation.

Mark Parsons will be the recipient of this year's Falkenberg Award. The Award will be presented at the summer meeting by Peter Fox.

With no other pending business, the meeting adjourned at 2:55 pm.