

ESIP Federation  
Executive Committee  
May 14, 2009

Attendees: Karl Benedict; Steve Berrick; Jim Frew; Marilyn Kaminski; Chris Lenhardt; Margaret Mooney; Carol Meyer; Rob Raskin; Brian Rogan; Bruce Wilson (Finance and Appropriations Committee Member)

1. Adoption of Minutes

Karl Benedict/Margaret Mooney made a motion to adopt the minutes. Minutes approved by acclamation.

2. Finance and Appropriations Committee Budget Guidance Discussion

Recently, the Products and Services Committee submitted a budget request for the current fiscal year totaling \$40,000. The Finance and Appropriations Committee is asking for policy guidance from the Executive Committee on what fundable priorities should be considered. Bruce Wilson, member of the Finance and Appropriations Committee, presented the challenge to the Executive Committee.

Bruce Wilson noted that the Finance and Appropriations Committee (Ficom) has not generally funded labor in the past, except for short-lived projects. More typically, the Ficom has approved committee budgets that provide travel support (partial or whole) for participants to represent the ESIP Federation at outside meetings and support for one-time projects (as opposed to on-going projects). The Ficom was concerned that requests for on-going projects for committees would be like having a mortgage.

The Ficom believes that clearer budget development and evaluation policies are needed. The Executive Committee suggested that such a policy for committee and working group budget requests should:

- align with strategic priorities and document how the funded activity helps to meet these priorities
- describe how funded activities will be sustained after funding goes away
- reflect the good of the whole in intent (shared services and standard operating infrastructure)
- document a process for determining who gets funding through committee budgets
- include reporting requirements from funded activities

Carol Meyer took the action to draft a policy, building on existing precedent and policies already in place. The Executive Committee urged the Ficom to consider a revised budget request from the Products and Services Committee that will take into account the discussion today.

3. Informational Items/Other Business

*Summer Meeting Update*

Carol Meyer provided an update about the summer meeting. Pre-registration attendance is excellent, with 65 people registered as of today's meeting. All technical workshop and showcase slots are filled and Karl Benedict will be working to get fuller descriptions of all the offerings.

Margaret Mooney reported that the teacher education workshop slots are filled and more than 20 teachers are registered to attend.

*Partnership Committee letters to NASA awardees*

Carol Meyer reported that the Partnership Committee sent an informational letter to recent NASA Decisions, AIST, ACCESS and other awardees urging them to participate in the ESIP Federation. All have been invited to the summer meeting. Follow up from the Partnership Committee is planned.

*AQ Approach to ACCESS Solicitation*

Last month, Stefan Falke joined the Executive Committee meeting to discuss the possibility of the ESIP Federation/Foundation being a PI on an NASA ACCESS proposal. After the discussion on the telecon, the Air Quality Working Group decided to move forward with a proposal that uses the ESIP Federation's framework but does not name the ESIP Federation as a co-I or PI. This approach does not put the ESIP Federation into direct competition with members who might also be proposing to the ACCESS call.

*Trip Report from ISRSE/GEO Meetings in Italy*

Carol Meyer reported that last week's ISRSE and GEO meetings were successful. The ESIP Federation exhibited at the ISRSE and wound up with prime booth space that generated a lot of foot traffic. There is a lot of interest in the ESIP Federation and its collaborative approach. She expects to receive a number of partnership inquiries from abroad, with 2-3 key new partners resulting from the trip. In addition, contacts were made with the European Space Agency, which has an interest in exploring education partnerships.

Karl Benedict noted that one impact of successful international outreach is a need for integrating international partners into the ESIP Federation's activities. This dynamic might result in changes to how we organize meetings (and where) as well as the tools we use to communicate and interact throughout the year. Chris Lenhardt noted that iAssist runs its annual meeting on a 3-year cycle moving around among Europe, the United States and Canada.

With no additional business, Chris Lenhardt made a motion to adjourn (seconded by Margaret Mooney) at 3:04.