

UNC Coastal Studies Institute Board of Directors Meeting
Friday March 14, 2008
Outer Banks Visitors Bureau – Roanoke Island
Manteo, North Carolina

PRESENT

Board: Joan Weld (Chair), Charles Evans, Richard Johnson, John Wells, Charles Bruton, Ron Baird, Cheryl Oliver, Mike Kelly, Rolf Blizzard and Tom Murphy

Ex-officio: Steven Leath (VP for Research UNC GA), Deirdre Mageean (VC for Research ECU) and Dr. Nancy White.

Staff: Michael Piehler, John McCord, Michael Muglia, Robert McClendon, Marie Magee, Corey Adams, Karen Fisher and Matthew Lusk.

Guests: Stephen Culver (Chair, SCC)

Board Members Absent: William Kealy, David Twiddy and Lynn Bryant

Convene/Introductions:

Joan Weld welcomed all to the meeting and introduced three new BOD members in attendance; Dr. Ron Baird with UNC-Wilmington, Dr. Steven Leath the VP of Research UNC-GA and Rolf Blizzard with Turnpike Properties.

Review, correction and approval of BOD Minutes September 14, 2008:

Nancy White noted several typos to be corrected in the minutes. John Wells made a motion to accept the minutes from the September 14, 2007 BOD meeting with the corrections stated. Richard Johnson seconded the motion, all were in favor.

Reports and Continuing Business:

Administrative: Directors Report:

Personnel:

Nancy White is pleased to announce the hiring of a Program Head for Estuarine Coastal Processes, Rick Miller who will start August, 2008. Dr. Miller is currently a Senior Scientist with NASA Stennis Lab in Mississippi. His specialty is optics and remote sensing. Steve Culver added that Rick Miller has outstanding leadership skills and has connections with the Marine Science community in North Carolina. He will be a great fit for ECU and CSI.

The Coastal Sustainability Social Sciences and Coastal Engineering Program Head searches with ECU and NCSU are moving ahead.

CSI will be adding an Administrative Support Associate and Outreach/Education assistant positions which will be announced and searched this spring.

Facilities:

The Aquarium administration has decided to address their immediate wastewater needs on their property.

The Dare County Emergency Operation Center will not be funded by the county's budget this year, so they will not be able to pursue collocation with CSI, but we will still be working closely with the EOC on disaster management and education programs.

Nancy reported that the campus design team has met twice this spring (2008). With no other changes in plans, the construction documents phase should be completed by the end of the summer. .

CSI joined the US Green Building Council in November 2007. Nancy White attended the National USGB Conference in Chicago (November 2007) with over 25,000 in attendance. White noted that many of the presentations focused on the difficulty of building operations with strong recommendations to engage facilities management early in the design process. White recommended hiring facilities manager as soon as it could be accommodated in the budget. The Board concurred.

The NC Oyster Hatchery program staff has moved into the Lab, and the UNC-Institute for Environment has moved in the Manteo office, which put both spaces at full in capacity. The Town of Nags Head is reviewing CSI's request to renovate the lab to create more office and lab space. The cost of renovations will be offset by revising CSI annual lease payment.

Richard Johnson recommended CSI contact the County because they will be moving administrative operations to their new site at the end of March.

Ron Baird asked how the renovations, lab rent and operations are financed. Nancy replied that the intention was for Nags Head to pay for the renovation, and then they would recoup those funds through an increase the rental lease with CSI. CSI also receives partial reimbursement from the agencies that share the space.

Joan Weld asked Steve Leath if he had any guidance on how to handle growth and facilities needs. Steve suggested that the current and on-going investments were a function of how soon we get permanent facilities.

Programs:

Program updates and highlights were presented by Michael Muglia Field Research /Estuarine and Coastal Processes; Robert McClendon, Coastal Sustainability education; Michael Piehler, Estuarine Ecology and Human Health, and John McCord, Education and Outreach.

Operations:

Cheryl Oliver asked about the status of the Maritime Heritage Program Head position. Nancy White noted that the funding for this position has been requested in the CSI expansion budget. Steve Culver noted that ECU is supportive of partnering on the position. When created, this will be a permanent state funded position.

CSI re-submitted expansion budget request which includes funding for the planned Program Head positions as well as enhanced operations needed to support them.

The Strategic Planning and Finance Committee have met via conference calls. John Wells noted the approach to preparing the plan included visiting campuses to get buy-in from campus partners. To that end, Steve Leath organized a meeting with Nancy, Rick Leuttich (Director of IMS), and Tony Waldrop, VC for Research at UNC-CH. This group recommended bringing together a small working group under Steve Leath's leadership. Leath said this will give marine sciences the necessary structure to develop collaborative working plans, which is essential for garnering Bowles' support. CSI's plan will be a component of a larger single strategic plan for Marine and Coastal Sciences.

Joan Weld and Ron Baird both asked what our actions should be in the near term. Leath noted that his office was moving forward with a review summary of the Marine Sciences programs in the state. He suggested that with this information and with Nancy's leadership on an organized committee then a planning document can be developed by late August. He noted that Erskine Bowles is planning to allocate \$30 million in recurring funds with a priority emphasis on marine sciences. John Wells noted that the committee priority should be on establishing firm relationships between the universities and institutes.

Nancy closed noting that she is co-chairing a committee for the Clean Water Management Trust Fund to develop criteria for innovative stormwater management.

Science Coordinating Committee (SCC):

Steve Culver noted that the SCC will move forward once the Strategic Planning process is completed. He will send the members an update after the board meeting.

Budget:

Nancy White reported that the operating budget is slowly being re—allocated from purchasing supplies, equipment and research contracts to primarily supporting personnel and operations expenses.

Tom Murphy made a motion to approve the budget as presented. Mike Kelly seconded the motion, all were favor.

Facilities: Skyco

Nancy related background information and answered questions from the Board about the Skyco site. Noting that the site could afford CSI unique scientific opportunities, Board moved to recess from the Outer Banks Visitors Center to travel to review the site and resume the meeting.

(BOD assembled at Skyco site.)

Call to order: Closed session of the CSI Board of Directors

Adjourned: Closed session of the CSI Board of Directors

Reconvene CSI Board of Directors Meeting at the Skyco Site

Richard Johnson made a motion to approve action items from the closed session. Charles Evans seconded the motion, all were in favor.

Elections, Appointment and By-Laws:

Joan Weld noted that John Wells has agreed to Chair the By-Laws committee and will work to prepare information regarding potential revisions for the board to consider at the next meeting.

The next board of directors meeting will be coordinated and announced via e-mail. Joan Weld adjourned the meeting at 2:00pm.

Respectfully Submitted,

Marie Magee