

UNC Coastal Studies Institute Board of Directors Meeting
Thursday, September 22, 2005
Jennette's Pier
Nags Head, North Carolina

Approved Minutes

Present: Joan Weld, Janet D'Ignazio, Bill Kealy, Nancy White

UNC Board of Governors: Irvin Aldridge (arrived for evening design presentation)

Ex-officio members: Russ Lea

Staff: Michael Muglia, Michael Piehler, Christine Miller, Marie Magee, Corey Adams and John McCord

Guest: Walter Clark, NC Sea Grant
Chris Brasier, PBC & L Architecture
Dennis Stallings, PBC & L Architecture

Absent: Scott Nixon, Cheryl Oliver, John Gatewood, Charles Evans, Lynn Byrant, Deirdre Mageean and Tom Murphy

12:30: Before arriving at Jennette's Pier, Board Members and staff drove to the future campus site location –Airport Road in Manteo. Reviewed site map and opened discussion on the land boundaries and possible building settings for the campus.

2:22: Met back at Jennette's Pier meeting room and the BOD meeting was called to order by Joan Weld. The order of the agenda was modified to allow time for members to arrive.

Nancy White introduced the new staff at Coastal Studies Institute Marie Magee, University Administrative Manager (April, 2005), Corey Adams, Field & Lab Technician – dual appointment with NCDENR – Shellfish Sanitation Branch (July, 2005) and John McCord, Coastal Studies and Sustainability Specialist joining the staff on October 1st.

Reports and Presentation:

Administrative and Budget Report: Marie Magee gave details on the growth and progress of the administrative task from April 2005 to the present. The finance, procurement, human resources and support service duties have now been moved from the ECU campus to the Manteo office. Points of contact, dialogue and procedures have been initiated with directors and departments for successful interfacing with the purchasing/finance computer system at ECU. Fiscal Year 2005 expenditures (July- April) were moved into the UNC-CSI state budget line item in order to track accurate totals for

start up and operation cost. Attachment #1 details on progress and year to date budget for FY05.

Coastal Sustainability: Coastal Law and Policy Center: Presented by Walter Clarke, Coastal Communities & Policy Specialist with NC Sea Grant. Clarke introduces legal research, legal outreach and the dialogue with the UNC Law School in creating and formalizing the center. Hand out of Legal Tides (Winter/Spring 2005) the inaugural issue from NC Coastal Resources Law, Planning and Policy Center. This publication emphasized oceanfront property ownership – offered current practical legal and planning information to coastal managers, communities businesses and citizens. The center serves the citizens of NC by bringing together the research resources of the law school, the research and outreach experience of the Sea Grant program and the coastal connection provided by the Coastal Studies Institute to address coastal issues.

Other issues presented by Clarke included offshore wind energy resources in North Carolina, potential community workshops/conferences that pertain to coastal and ocean law and policy and partnerships with Sea Grant, Coastal Studies Institute and other government agencies/institutions. Clarke also mentioned the prospects of fellowships through legislative monies. The FY06 potential resources for the center include \$25,000 funding from Sea Grant, \$25,000 funding from UNC-CSI and salary/ benefits of PI funded by UNC- School of Law. The UNC-CSI funding portion would go towards hiring and paying stipends for four laws students over the next year.

Coastal Processes and Ocean Observing – Michael Muglia, CSI Field Research Coordinator provided updates on the progress of programs and equipment achieved this year. Field research administration included acquisition and repair of two boats, protocol for diving and water safety through ECU, collaborations with government agencies, universities, organizations and county schools. Mike also presented ocean observing updates which included coastal ocean radar, instruments for observing at Jennette’s Pier and the 102 Tower Installation. Attachment #2 – details on the presentation.

Estuarine Ecology and Human Health – Michael Piehler presented the progress and plans for this department. Mr. Piehler highlighted programmatic priorities of the department- to include identifying and resolving scientific inquiries, the completion of the Nags Head Laboratory and acquiring necessary equipment, microbial source tracking results, new funding, facilitation and presentation of projects and results, budget for the department and future plans.

Future plans consist of finding funds to study the contaminants and flow of stormwater draining into the ocean. Another future project, in collaboration with others, is to begin researching the ecological system of Lake Mattamuskeet in Hyde County with the opening of Rose Acre egg farm by the end of the year. Testing the lake and recognize the current state of the system and how the effects of an egg farm will be near the Alligator River Wildlife Refuge.

Attachment #3 – details of the presentation.

Communications- Christine Miller, Public Information Officers presented the media hits for the year which included the opening of Nags Head Laboratory, Bowerstown Landfill reclamation, newly hired staff to UNC-CSI and local coverage on the new campus site for the institute. The Lab opening was one of the larger stories covered by local, regional, statewide press including newspaper, radio, TV and associated press.

Currently UNC-CSI is working with a contracted graphic designer to assist developing a new logo for the institute. Board members were mailed the initial concepts to be reviewed during the meeting. Board members and staff discussed the options provided and decided additional work would be required to have a distinct unique and recognizable logo for the institute. Christine Miller will go back to the contractor and present the new ideas while incorporating a few of the current concepts.

The communication budget was present and the several new ideas will be presented in 2006 with the active development of a web site, stationery and business material with new logo, tri-fold general brochure on CSI, photography and video and possible promotional giveaways. Attachment #4 – details of the presentation.

Break (6:00-6:30)

6:30 PM Dinner continues with the new campus design progress report and presentation by Pearce Brinkley Cease & Lee PA, Chris Brasier and Dennis Stallings.

Chris Brasier presented a quick snapshot of the campus outline from the programming workshop in August, 2005. The programming meeting included representatives from UNC-CSI, Aquarium, Dare County Airport, ECU Project Management Team, Architects/Design Team, Construction Manager at Risk, community leaders and department heads from IMS and ECU.

Brasier stated there were four (4) primary needs on completion the design concept of the campus to include; (1) identify the players and programs, (2) continue to facilitate and gather information from the partnership to validate the program, (3) preliminary site analysis and (4) completion of the site analysis.

The summary of space for the campus was identified to the following areas; administrative (lobby, office facilities for CSI and Sea Grant staff, visiting faculty, storage space and mail room), housing (dormitories and residential space for grad students, visiting faculty, faculty and student workshop groups), lab and classroom (mud lab, adaptable or generic labs, lounge, seminar rooms for distance learning, 100 seat auditorium, outdoor teaching space/meeting space with overhead shelter and a lounge).

The design of the 100 seat auditorium was a topic of discussion by the Board and the staff. The option to design the space as a “multi-purpose room” - setting up and breaking down the room as needed or to create a space with theatre style permanent seating, wireless, video conferencing and providing comfort with learning and presentation. The auditorium space will require further research to determine how often the room will be used and what type of projected programming will be using this location.

Site Plan projections will be to maintain the vegetation along the north edge as a buffer and protection near the residential neighborhood. On the southeast side of the campus a hundred (100) foot buffer will be established as a property line next to the airport. Airport Road will be the front entrance to campus and the service road will provide access for the unloading at the laboratory. The drainage ditch will stay or be modify as part of the drainage system, clean-up stormwater, filter run-off prior to sound outfall.

Some of the features for Coastal Sustainability include real greenhouse space, phytotron, rainwater collection, measuring and monitoring campus building functions as part of the research, landscape processes and the ability to install measuring equipment on roof.

Overall administrative/instructional space will total 33,480 square feet, residential space at 9,882 square feet and laboratory space at 31,561 square feet totaling 74,923 square feet. The *current* average rate per square foot (not including furniture in each of the location) ranges from \$200 to \$250 with a total construction cost at \$16,565,000.00 This does not include architect fees, management fees, building permits, fixtures, furniture and lab equipment.

The next campus design meeting is scheduled to be held in Raleigh at Pearce Brinkley Cease and Lee on Wednesday, September 28, 2005.

Thursday Board of Director Meeting adjourned at 8:30 pm and will resume at the Nags Head Laboratory at 8:00am Friday September 23, 2005.

Respectfully submitted

Marie D. Magee
University Administrative Manager