

TCS Board of Directors Meeting

July 11, 2016

Minutes

Attending: President Matt Nixon, Past-President Tom Bigford, Treasurer Mo Lynch; Directors Susan Farady, Paul Hindsley, Lewie Lawrence, Michelle Lennox, Caitlyn McCrary, and Tiffany Smythe; URI Chapter Representative Emily Patroia; Executive Director Judy Tucker

Unable to Participate due to Phone Service: Director Erika Washburn who requested switching calls to Skype or web conferencing.

Not Attending: Director Steve MacLeod

President's Report:

Voting quorum established.

Memorandum of understanding signed and sent to Caitlyn Hayes, Eckerd College, for the TCS Marketing and Communications Intern.

Bank account change the Chesapeake Bank money market account and new signatures on the account almost completed.

Fall Elections Slate – to be developed by Nominations Committee, Tom Bigford, Chair, and to include:

President-Elect (one year term); Treasurer (three year term), Lynch eligible for second term; two Directors (three year term), Hindsley and MacLeod eligible to run for their own term.

Executive Director contract: In Executive Session the board approved a services contract for 300 hours between July 31 and December 31, 2016.

Secretary's Report:

Motion (Bigford), Second (Lawrence): to approve the draft minutes of the 5/25/16 board meeting as written. MOTION APPROVED

Treasurer's Report:

Motion (Lawrence), Second (Bigford) to approve the June 30, 2016 financial report as written. MOTION APPROVED.

A mid-year financial position analysis and estimate of revenue and expenditures in the second half of 2016 was presented. If TCS continues to be conservative in its planning, it will end 2016 with \$25,370. An analysis worksheet provided detail to the mid-year analysis report.

Outreach Updates (Lennox/Smythe):

1. Update on Foundation Engagement: Lennox continues to develop a list of potential foundations to be discussed with the Development committee and then presented to the Board. The foundation list will include requirements, deadlines, and details for funding opportunities, and a recommendation if it would be worth the effort to pursue.

2. URI Coastal Career Day: Smythe reviewed the chapter proposal, timeline and budget, and recognized the chapter for its efforts. It was suggested that the chapter faculty advisor be brought into the planning more closely.

Motion (Bigford), Second (Farady) to approve the proposed Rhode Island (and area) Coastal Career Day.
MOTION PASSED.

ACTION: Farady, Smythe, Patroliia agreed to work on the URI CC Day planning team.

Summit Planning and Event Updates (MacLeod/Bigford/Tucker/McCrary, et al.):

1. General Update: Abstracts are in review committees. Notification of acceptance/change/rejection to go out in early August. Sprinkling of TCS members as reviewers across all tracks.

2. Student Poster Competition: Two Bigford Awards and one Sea Grant Award to best student presentation or poster. Need chair to coordinate competition, and panel of judges. No volunteers.

ACTION: Nixon to ask the co-chairs of the Program Initiatives Committee to find a chair.

CMJ Special Edition – Summit 2016 (Bigford/Nixon)

A special issue of Coastal Management based on the conference theme is in the contract with Taylor & Francis. Bigford reviewed the role of the special issue editor and can provide written documentation to those interested. Lynch suggested that the reviewers should be approved in advance by CMJ as coastal experts before beginning review of abstracts/articles to avoid later delay. A board member is preferred for this position, and a co-editor new professional member would provide a good professional opportunity.

ACTION: All Board Members to consider volunteering.

Committees Update:

Development (Bigford):

1) E-scrip: Researched the e-scrip credit card program. Does not appear there is good distribution across the U.S. of participating merchants. There is decent participation for purchasing on-line. No further discussion about pursuing.

2. Coastal Ecosystem Learning Center: Bigford in discussion with Association of Zoos and Aquariums and VP of Conservation Programs at the Baltimore Aquarium and past TCS member, Steve Olsen, to revive this program formerly run by Coastal America. TCS to suggest what could be done with the program in partnership with others.

ACTION: Bigford to continue to convene calls and meet with NOAA. Bigford to contact Dave Nieber (former student of Lynch) at the New Orleans Aquarium for involvement at the Summit.

Program Initiatives (MacLeod via written memo):

Communications Subcommittee:

Summit Blue Room: Need volunteers to work and sponsors. Promotional video being put together for use in getting sponsors, but need names of sponsors to approach.

Summit Registration Promotion: TCS Intern Caitlyn Hayes working on reaching listservs don't normally use. Committee can provide text and graphics to promote events.

Blog: need authors. Upcoming one on National Marine Sanctuary Nomination Process might be first one reprinted by *Marine Science Today*.

Support to Development Committee: has ability to segment membership list and, to design high quality emails, and to measure results. Needs advanced notice. Also has video of interviews of TCS Board members answering "What TCS means to me."

Program Initiatives Subcommittee:

Helping to plan the Summit Career Events.

ACTION: Nixon to get back to the Program Initiatives Committee Co-chairs with suggestions re: above.

Partnerships Subcommittee (Bigford):

No response from National Sea Grant Office about the 50th anniversary during Sea Grant Week. Water Resources Institute is no longer showing interest in a partnership.

Next Board Meeting

ACTION: Nixon or Morris to send Doodle poll for a date in September.

Adjournment:

The meeting was adjourned at 4:00 PM ET.