

TCS Board of Directors Meeting
MINUTES
Wednesday, May 7, 2014
2:00 – 4:00 PM Eastern

Attending: President Lisa Schiavinato, Treasurer Mo Lynch; Secretary Susannah Sheldon; Directors Tom Bigford, Andy Bohlander, Susan Farady, Tony MacDonald, Chad Nelsen, Brian Smith, Executive Director Judy Tucker

Not Attending: Matt Nixon, Chris Ellis

Secretary's Report (Sheldon)

Motion (Sheldon), Second (Lynch): To accept the minutes of the March 26, 2014 TCS Board Meeting as written. **The motion passed unanimously.**

E-vote Report: **Motion** (Schiavinato), Second (Ellis): The TCS Board of Directors approves the contract (attached) with Third Space Studio to conduct research that will be used by the Board at its retreat to make and implement a decision about the future of TCS. **The motion passed** (7 voted in favor, 4 did not vote).

Treasurer's Report (Lynch)

1. 2014 Budget
 - a. Spending more rapidly than what we budgeted executive services
 - b. Behind in dues, ahead in contributions
 - c. No particular concerns at this time
 - d. Net assets are ~\$37,602
 - e. This is a more accurate budget than the one originally approved because it reflects the \$1,000 added for the Board retreat.
 - f. Tom is working with AFS Executive Director re: support for the retreat
 - g. Lisa in discussions with Rick DeVoe about SC Sea Grant sponsorship; he'd like to see TCS provide more funds to Third Space Studio research and is willing to provide match for TCS funds directly related to this (not food and beverage)
 - h. Lisa is researching Café Carolina and Panera Bread catering for Saturday lunch and coffee.
ACTION: If catering is < \$1,000 budgeted, Board must decide whether to put the remainder toward the TSS contract so that SCSGC can match the amount.
 - i. Matt was point for support for the Maine Coastal Program; they have been invoiced for \$1,000.
 - j. Susan met with Dennis Nixon, Director of the Rhode Island Sea Grant Program re: support and he wants to review the related information; Tom has known him for a while and would be willing to put in a call.

Chapters Committee Update (Meyer)

1. Stanford University chapter – committee recommendation for change to dormant status
 - a. Chris and Greg spoke to the chapter president, Cassandra Brooks, and she indicated it has been difficult to raise interest and event participation among the students

- b. While there was interest from members of an undergraduate class taught by Cassandra, connecting the undergraduates with graduate students was problematic, and faculty advisor involvement was sporadic and limited due to the scope and nature of her work.
- c. She initially suggested dissolving the chapter, but was convinced to request dormancy status, notify the advisor, and put the chapter's paperwork in a safe place to be picked up in the future.
- d. Did Cassandra (chapter president) feel she had enough support from us? Did we nurture them enough?
- e. That was not something they were able to gauge from her; they have always been the most independent of the TCS chapters; never really requesting help. Faculty advisor may need as much nurturing as the student chapter presidents.
- f. Is this a problem of student apathy or faculty involvement? A bit of both, and possibly some competition from other campus organizations.
- g. The Chapters Committee recommends changing the Stanford Chapter status to dormant.
- h. **Motion** (Bigford), Second (Lynch): To approve dormancy status for the Stanford student chapter. The motion passed unanimously.
- i. **ACTION:** Greg will communicate with Chris and Cassandra, and speak to Judy about any official actions needed.

Partnership Update (Schiavinato)

1. T&F 2014 Sponsored Event
 - a. Tom developed some ideas on uses for the money we receive from T&F; challenge is to come up with an idea that satisfies T&F as well as potentially generating income.
 - i. Briefings: these would be done on the Hill; Tom has to do this for AFS and can bring TCS into it if agreed upon. Partnering with DC-based Women's Aquatic Network (WAN) to increase membership is also a thought.
 - ii. Coastal job fair: this would be a way to let folks know about opportunities, combined with networking and mentoring
 - iii. AFS partnership: this could be done at regional level with AFS divisions. We could bring a coastal focus to part of the agenda, get some TCS members there, and potentially increase our membership with some of their members. They host four meetings each year. **This is the option Tom recommends.**
 - iv. Internships: have been successful in the past; Tom has approval from AFS to set up a similar program there and may include an AFS/TCS internship.
 - b. Mo emphasized the need for a resulting product from any partnership or event, especially one with both technological and management foci. This could even be a white paper resulting from the event.
 - c. AFS has *Fisheries*, their monthly and peer-reviewed publication, which would be a good vehicle for such a thing, co-authored by AFS and TCS reps. Independent publications might also be an option.
 - d. A competition for student travel could be part of this, and TCS could set up a booth for membership solicitation.
 - e. Look into portion of TCS member registrations potentially coming to TCS.
 - f. Agreement that option 3 is preferred among the Board.
 - g. **ACTION:** Tom will talk to the presidents of the four AFS divisions about joint events.

Summit Updates (Bigford, Schiavinato)

1. Fund Raising
 - a. There is not much to report; still waiting on decisions from some of the organizations approached for sponsorship.
2. Plenary Session theme and CMJ special issue topic and lead
 - a. RAE/TCS Summit plenary speakers and keynote speaker will discuss what has worked in restoration and what has not. Build on Summit theme of estuarine restoration and expand a bit with estuarine conservation and protection. Kristen Fletcher has offered to help with processing and reviewing papers, as has Tom. A student might also be involved.
 - b. This topic could also be extended to the AFS meeting in 2015
 - c. **ACTION:** Tom will draft a proposal to send to Patrick Christie, CMJ Editor.

Membership Retention (Schiavinato)

1. Contacting dropped members
 - a. Lisa asked Board to contact lapsed members and see if they would be interested in renewing and also to determine whether we needed to be doing anything to encourage membership renewal.
 - b. Most have not yet had time to contact their assigned individuals; Susannah had success with one renewal.
 - c. **ACTION:** Board will reach out over the next month to these individuals and send updates to the TCS Office.

The Future of TCS (Schiavinato)

1. Board and stakeholder interviews schedule
 - a. Susan, Tom, Chris joined Judy and Lisa to guide Heather Yandow's research
 - b. Have discussed the membership survey design and strategy for the stakeholder interviews
2. Membership survey
 - a. Distribution target date is the beginning of next week.
 - b. Cover letter will be attached to provide context as to why they are being asked for this information.
 - c. Lisa apologized for the quick turnaround and minimal Board input.
 - d. Brian is going to get input from committee chairs as well.

2013 Annual Report (Schiavinato)

1. Caitlyn McCrary will have a draft available Monday for Board review. This is the first time the TCS President or Executive Director has not drafted the report; the Communications Committee was commended for their work, adding a marketing aspect to promote TCS in a positive way.

TCS Executive Director Hours (Schiavinato)

1. We are running out of ED hours, which is nothing new.
2. The retreat has not happened as early as we'd envisioned.
3. Kate and Gerhard resignations led to an increase in Judy's hours at the beginning of the year, and there was also an increase due to interviewing consultants.
4. She needs about 60 hours monthly to just support the Board and membership; we need to borrow about 90 hours from the second half of the year for her to fulfill contractual obligations. This will lead to a shortfall at the end of year.

5. If we do not approve the hours, who will take on the work she was to do? An option is also not to approve 90 hours, but something less.
6. Is there is a little bit to be gained by becoming more efficient in terms of Board or membership support? Can we do data entry ourselves or use Google Drive so we save Judy's hours doing this kind of menial task.
7. There is overall reluctance to task the Board with more at this point because we are barely operating as it is and are already stretched.
8. The annual giving campaign is the only major fall effort aside from the summit.
9. We need an Executive Director, and will have to reimagine at some point after the retreat what that position looks like.
10. We are likely getting more from Judy than she is charging us for as well. This is not an honest or fair approach, either.
11. Could we suspend some committee activities? These seem to generate significant work for her.
12. Development and Membership are essentially inactive
13. Chapters, Committees, Education are all active. And particularly, Education is actively working to develop some revenue-generating activities.
14. **Motion** (Schiavinato), Second (Lynch): To approve 90 additional hours for Judy's current contract. Motion unanimously passed.

Next Steps and Action Items (All)

1. ACTION: Greg will communicate with Chris and Cassandra, and speak to Judy about any official actions needed.
2. ACTION: Tom will talk to the presidents of the four AFS divisions about joint events.
3. ACTION: Tom and Lisa will draft a proposal to send to Patrick Christie, CMJ Editor.
4. ACTION: Board will reach out to their assigned individuals who did not renew memberships
5. ACTION: Lisa will follow-up with catering options re: the \$1K, and ask the Board to decide whether to put the remainder toward the TSS contract so that SCSGC can match the amount.

The meeting was adjourned at 4:01 PM.