

**TCS Board Meeting**  
**July 22, 2004**  
**3:00 PM ET**

Attendance: TCS President John Duff; TCS President-Elect Paul Ticco; TCS Treasurer Mo Lynch; TCS Secretary Lindsay Fullenkamp; TCS Board Members Gib Chase, Tom Bigford, Rick Burroughs, Ariel Cuschnir; TCS Ex-Officio Board Members Bob Goodwin, Michael Conathan.

- I. B. Goodwin discussed the Cascadia regional chapter. They are considering disaggregating the large region into states, or a council of chapters. J. Duff requested B. Goodwin keep us updated. M. Lynch mentioned this may be a problem with a DC regional chapter as well (see discussion in VIII. Other Issues).
- II. J. Duff is writing a piece for the next Bulletin on the Ocean Commissions Plenary Session at TCS19 using the notes submitted by Ruth Kelty of NOAA.
- III. Vote to accept minutes of previous board meetings.  
**MOTION:** To accept the minutes from the January Board Meeting, the revised minutes from the May Board Meeting, and the May Members Meeting.  
**SECOND:** T. Bigford seconded the motion.  
**VOTE:** Of 8 possible votes, 8 were cast, all affirmative. **MOTION CARRIED.**
- IV. Treasurer's report  
M. Lynch reported that TCS had a total net worth of \$44,602 as of July 2004. TCS had a net income of \$23,877 from January 1 to July 20, 2004. He also projected that TCS19 would net \$12,700.
- V. Communications Report  
J. Duff reviewed the schedule of The Bulletin publication. The board discussed primarily distributing the Bulletin electronically. This would significantly cut down on cost. J. Duff pointed out the benefits of keeping the Bulletin publication in a university setting. T. Bigford suggested a member do the editing and writing. Bigford noted this would cut down on the cost more than electronic distribution. J. Duff suggested we do not issue an RFP for 2005 electronic Bulletin work at this time.  
  
**ACTION ITEM:** J. Duff asked T. Bigford to compile information on the work that goes into publishing the Bulletin (i.e. editing, layout, desktop publishing) and some basic recommendations, which the board will review before next board meeting.
- VI. TCS20 Discussion  
The board discussed hiring a conference coordinator. B. Goodwin pointed out that we need a clear distinction between the responsibilities of the Executive Director and a conference coordinator. M. Lynch suggested conference registration responsibilities be given to the conference coordinator (if the board decides to hire

one), as costs for registration were high for TCS19 even though we did not directly pay South Carolina Sea Grant for their services. We did pay for their rooms.

**MOTION:** To put forward a RFP for a conference coordinator

**SECOND:** G. Chase seconded the motion.

**VOTE:** Of 8 possible votes, 8 were cast, all affirmative. **MOTION CARRIED.**

**ACTION ITEM:** J. Duff will ask the planning committee chairs and others to put information forward to draft an RFP for a conference coordinator.

The Board had a discussion about what to do about the four hotel proposals we currently have for TCS20. While a conference coordinator could handle this, by the time the coordinator is selected, some of the offers may be rescinded. J. Duff warned that we cannot sign a contract and choose a facility with price minimums. We also do not want to have to pay up front.

**ACTION ITEM:** G. Chase and P. Ticco will put together information on the four hotels that have been suggested for TCS20.

Board members thanked G. Chase for all of his work on TCS20.

The Board discussed surveying the members to determine interest in issues and themes for TCS20.

#### VII. Membership Report

T. Bigford has three members on the Membership Committee. He noted that one of the biggest problems the committee faces now is the need to establish network around the country to recruit members. T. Bigford is seeking approval for an approach to establish this network, and will distribute the newest version of the membership committee report. T. Bigford noted that we should not grow faster than we can serve the current membership.

**ACTION ITEM:** The Board will review the Membership Committee materials, suggest revisions, T. Bigford will develop a final report.

J. Tucker sent out a Membership Report. Membership as of 6/30/04 is 325.

#### VIII. TCS19 Follow-up Report

A. Colt sent out the TCS19 Report.

**ACTION ITEM:** The board will review the document circulated from A. Colt, and send suggestions to G. Chase and P. Ticco.

#### IX. Other Issues

A solicitation for new board members will go out in the next eight weeks or so in preparation for board elections.

There is interest in the Washington, DC metro area to form a professional DC/Virginia/Maryland chapter.

The board discussed the importance of off-year activities and the desire to keep up the momentum generated from TCS19. J. Duff asked P. Ticco to head this effort.

X. Adjournment

**MOTION:** To adjourn the meeting.

**SECOND:** R. Burroughs seconded the motion.

**VOTE:** Of 8 possible votes, 8 were cast, all affirmative. **MOTION CARRIED.**

Meeting was adjourned at 5:00 PM.