

TCS Board Meeting
January 29, 2004
4:00 PM ET

Attendance: TCS President John Duff, TCS President-Elect Paul Ticco, TCS Past-President Walter Clark, TCS Treasurer Mo Lynch, TCS Secretary Lindsay Fullenkamp; TCS Board members: Richard Burroughs, Ariel Cuschnir, Laurie Jodice, Chad Nelsen; Ex-officio Board Members: Cascadia Chapter President Bob Goodwin, TCS Executive Director Judy Tucker, Joelle Gore. Tom Bigford was out of town on business. Larry Hildebrand was traveling. Tom Skinner was at a Coastal States Organization Board meeting. Kelly Gleason was in class.

The meeting was convened at 4:00 PM ET. John Duff thanked NOAA CSC for sponsoring the call, and introduced and welcomed new board members.

I. Committee Updates

To lend Ariel Cuschnir a hand, John Duff has asked Rick Burroughs to take a complementary leadership role on education issues. Duff believes that it is important to have the distinct but equally important expertise and perspectives of private enterprise (via Cuschnir) and academic institutions (via Burroughs) leading TCS's educational activities. Duff will also be seeking participation from people in other sectors, particularly government.

Duff has also asked Cuschnir to take a leadership role on communications issues, and has asked Laurie Jodice to formalize her ongoing role as website subcommittee chair.

II. Secretary's Report

MOTION: to accept the minutes of the 12/16/03 board meeting.

SECOND: Laurie Jodice seconded the motion.

VOTE: Nine votes were cast, all affirmative. **MOTION CARRIED.**

In an electronic vote:

MOTION: to accept the vote tally from the TCS 2003 elections with the following people elected: Lindsay Fullenkamp as Secretary; Tom Bigford, Chad Nelsen, and Rick Burroughs as Directors.

VOTE: Of 13 eligible votes, 8 were cast, all affirmative. **MOTION CARRIED.**

III. Membership Report

TCS membership as of 12/31/03 was 351. In the third and fourth quarters of 2003, 94 members were added as either new or reinstated, and 58 members were dropped.

Paul Ticco moved to extend the current availability of a three-year \$99.00 TCS membership through June 30, 2004. Ticco put forth this motion because (1) the last authorization expired December 31, 2003, and some people are still responding to it; (2) the upcoming conference announcements could be used to advocate this type of membership; and (3) without the extension the TCS Bulletin template, with a back cover allowing for the \$99.00 option, would have to be changed. Chad Nelsen

seconded the motion, but asked for a discussion. Several board members had questions about the special rebate offered to those people who signed up for the three-year membership. Nelsen suggested that the \$99.00 membership offer be made permanent, but without the rebate drawing.

The form used for the rebate offer stated, "If you sign up for a three year TCS membership, we will enter your name in our membership rebate drawing. One lucky member will have their membership fee waived and rebated. Simply fill out this form and submit your \$99 membership fee. We'll enter your name into our membership rebate drawing." Six board members and six non-board members either renewed or joined for three years at the \$99 rate. Board members were not eligible to participate in the drawing. Of the six non-board members, one name was drawn from a hat. The winner is Judith Pederson from MIT Sea Grant in Cambridge, MA. A letter will be sent with a check request to the TCS Treasurer who will cut a check for \$99.00 and send the check and letter to Ms. Pederson.

After further discussion, Mo Lynch put forth a revised motion.

MOTION: to extend the current availability of a three-year \$99.00, or two-year \$68.00 TCS membership until it is changed otherwise.

SECOND: Laurie Jodice seconded the revised motion.

VOTE: Nine votes were cast, all affirmative. **MOTION CARRIED.**

IV. Treasurer's Report

Mo Lynch reported that TCS had \$20,549 in assets as of the end of calendar year 2003. TCS operated at a loss of (\$33,492) in FY 2003 because it is a non-conference year.

ACTION ITEM: Lynch to send a treasurer's report to TCS board members.

John Duff requested TCS Treasurer Lynch work with the Development Committee and the TCS 19 Planning Committee to construct a cash flow estimate highlighting TCS19 accounts receivable and payable.

ACTION ITEM: Chad Nelsen, as chair of the Development Committee, will touch base with Lynch in regard to Duff's request.

V. TCS19 Update

A. Financial Status

Income:

300 early registrants at \$300	= \$90,000 (projected)
200 clambake tickets at \$35	= \$7,000 (projected)
EPA support/sponsorship	= \$25,000 (paperwork complete)
NOAA NOS support/sponsorship	= \$20,000 (paperwork almost complete ¹)
NOAA CSC support/sponsorship	= \$? (projected ²)
NOAA NMFS support/sponsorship	= \$5,000 (Bigford finalizing)
Sea Grant support/sponsorship	= \$~10,000 (projected ³)
DOI support/sponsorship	= \$10,000 (projected)
ENSR International	= \$1,000 (letter from TCS sent to confirm)
Other contacts made by Chase	= \$~13,000 (projected)
Total Income	= \$181,000

Expenses:

300 conference participants	= \$182,000 ⁴
Total Expenses	= \$182,000

Financial Goal for TCS19:

Conference expenses for 300 people	= \$182,000
Income for non-conf. operations	+ \$ 30,000
Total Income Goal	= \$212,000
Estimated Income	= \$181,000
Remaining to be raised	= (\$31,000)

Bob Goodwin said he discussed getting the web cast sponsored by Northwest Region Sea Grant Programs.

B. Other Items

Paul Ticco reported that two field trips had been set and others were being confirmed. Ticco also reported that Rob Johnston will coordinate editing the conference proceedings, and will return the edited papers to OmniPress by April 1. Ticco said a few board members volunteered to help in the editing process, and that other volunteers are needed.

Chad Nelsen explained that Jeremy Jackson would be the keynote speaker, that Mike Orbach would moderate that plenary, and that a local response to the plenary was still needed. Nelsen wanted to clarify that point and ensure that someone was responsible for securing a speaker to respond to the local

¹ Joelle Gore is sending a letter over John Duff's signature after the speaker from NOS is decided.

² Joelle Gore is sending a letter over John Duff's signature to M. Davidson.

³ \$1,500 has been secured from South Carolina Sea Grant. An in-kind donation from the Mississippi/Alabama Sea Grant Legal Program has been secured for preliminary program layout.

⁴ This number will be reduced because of savings from in-kind support (\$1,500 secured so far) and reduced AV charges (\$4,500 secured). This number does not include student travel assistance or web cast costs because there is a possibility they will be sponsored.

component of the plenary. John Duff wanted to confirm all speakers and formally follow-up with them.

ACTION ITEM: Laurie Jodice to clarify these points in the next TCS19 Planning Committee meeting, scheduled for 1/30/04.

Questions were raised about travel expenses for plenary speakers, and Goodwin mentioned uncertainty about travel expenses had been a factor in a speaker declining an invitation to participate in the second plenary.

ACTION ITEM: Jodice to raise at the 1/30/04 TCS19 meeting the need for a procedure to negotiate travel expenses and honorariums.

ACTION ITEM: Tucker to forward minutes of the TCS19 Planning Committee Meetings to Jodice for posting on the TCS website.

VI. Communications Committee Report

ACTION ITEM: Ariel Cuschnir to discuss his new duties with John Duff.

Laurie Jodice reported that the conference web page continues to be updated.

ACTION ITEM: Jodice to work on password protecting the site to allow TCS 19 Planning Committee and TCS Board members to read minutes of the TCS 19 planning meetings and other planning documents.

Duff reported that Issue 26(1) of the Bulletin will highlight TCS19, its themes, and the registration process.

VII. New Business

Ariel Cuschnir reported that he met with Adrienne Harris to discuss student travel for TCS19. They will develop a list of students requesting travel support. Walter Clark said that Sea Grant Programs are great to ask for student travel support. Cuschnir clarified that this support would also be made available to international students.

ACTION ITEM: Clark and John Duff will discuss contacting Sea Grant Programs for student travel support.

Chad Nelsen reported that the sponsorship/funding packet is nearing completion, and clarified that it will be posted to the web in .pdf format.

ACTION ITEM: Nelsen to send packet to Jodice for pdf formatting and posting next week.

VIII. Adjournment

Mo Lynch moved to adjourn the meeting.

MOTION: Lynch

SECOND: Jodice

VOTE: Nine votes were cast, all affirmative. **MOTION CARRIED.**

The meeting was adjourned at 4:45 PM ET.