

UNC Coastal Studies Institute Board of Directors Meeting
Friday September 14, 2007
Dare County Visitor's Center
Roanoke Island, North Carolina

PRESENT

- Board: Ms. Joan Weld (Chair), Mr. Charles Evans, Mr. Richard Johnson, Mr. Bill Kealy, Mr. Mike Kelly, Mr. David Twiddy, Dr. Charles Bruton, Dr. John Wells and Ms. Cheryl Oliver
- Ex-officio: Dr. Deirdre Mageean (VC for Research ECU) and Dr. Nancy White (Director, UNC CSI)
- Faculty/ Staff: Dr. Michael Piehler (Program Head E2H2), Mr. John McCord (Program Coordinator, Extension and Outreach), Mr. Robert McClendon (Extension Specialist, Sustainable Design), Ms. Marie Magee (Administrative Manager), Ms. Suzanne Stoeckle (Education and Office Assistant), Ms. Karen Fisher (Research Technician) Mr. Gregory Testa (Research Technician), Mr. Matt Lusk (Research Technician).
- Guests: Dr. Stephen Culver: Chair, Dept. of Geologic Sciences, ECU and Chair CSI Science Coordinating Committee.
Linda Putnam, Reporter, The Coastland Times
- Board Members Absent:* Dr. Ronald Baird, Mr. Thomas Murphy, Ms. Lynn Bryant; VP of Research, Dr. Steven Leath

Assembly, Announcements, Review / Approval of Minutes and Agenda:

Chair Joan Weld called the meeting to order at approximately 9:00 a.m. and welcomed all in attendance. Ms. Weld revised the order of proceedings to wait for a quorum to assemble. All board members and staff introduced themselves. Nancy White introduced the four new Board of Directors for the UNC Coastal Studies Institute; Charles Bruton, David Twiddy, Mike Kelly and in absentia, Ron Baird. Joan Weld, Chair thanked the new board members for their interest in serving CSI.

Review of Minutes:

Board Member Charles Evans noted the misspelling of Watters, on page four, paragraph two. He also revised the last sentence on page seven under New Business/Program Heads to read "as well as philosophically support CSI's mission" then he made a motion to approve the minutes of the March 2nd, 2007 Board of Directors' meeting with the noted corrections. The motion to accept the corrected minutes was unanimously approved by the board.

Reports and Current Business:

Administration: Director's Report

Personnel

Nancy White introduced three new personnel: Research Technicians Karen Fisher and Matt Lusk, who are working on the ocean outfall project; Gregory Testa, Research Technician, working with Mike Muglia on the MORPHOS project monitoring estuaries. White noted the spring search for the Estuarine and Coastal Process Program Head was not successful. The candidates were strong, but not the right fit for the position. This position will be re-advertised this fall.

John Wells asked to whom the new program head reports since it is a joint appointment. Steve Culver noted that this position reports to both CSI and ECU. It was noted that the search committee was strong, with representation from ECU and Rick Luettich from the UNC-IMS. The ranks of targeted candidates would be the same for this search, rising associates, associates and full professors.

White also reported that the search committees have been formed for the next two program head positions. ECU will be partnering with CSI to share a position in Social Sciences (Coastal Sustainability Program Head). NCSU Engineering Department will be the campus partner for the Coastal Sustainability and Resilience Program Head. White noted that both ECU and NCSU have agreed to fully fund each position until CSI is allocated funds for its portions, which, if the CSI budget request is supported by the Board of Governors, and is allocated by the legislature, would be available by August 2008.

Cheryl Oliver asked about the status of hiring a Program Head for the Maritime Heritage Program. Cheryl offered the services of NOAA to help prepare the position and identify candidates. Steve Culver noted that the Maritime Heritage program at ECU is not actively engaged in coastal issues. Currently, Assistant Professor, Nathan Richards, with the ECU Dept. of Maritime Studies, is a member of CSI's Science Coordinating Committee and is committed to assisting with the development of the Maritime Heritage Program at CSI. Dr. Deirdre Mageean stated that ECU has 50% of the FTE (funding) for this position. Dr. White noted that CSI does not have funding for this position either, but it is being requested. Joan Weld summarized that the Maritime Heritage Program is an important and unique component of CSI and to use every resource we can to build this program.

Facilities:

The celebration for the land transfer from Dare County to UNC-CSI was held on May 14, 2007. President Bowles and five University Chancellors' (UNC-CH, NCSU, ECU, ECSU and UNC-W) attended. White noted that \$32.5M in funding for the campus construction had been allocated by the legislature. This funding will be supported by the Certificates of Participation program which would make the funds available in January, 2008.

White noted that she had been approached by the NC Aquarium on Roanoke Island to partner on a shared waste management system between CSI and the Aquarium. The Aquarium has offered to pay for the system if CSI would provide the land. It was noted that both parties

support using a "green system" that reduces nitrogen levels in the discharge water. The aquarium also asked CSI to increase the dormitory space by twelve (12) beds, which they need for their summer staff. CSI's architects are developing a proposal for the design and additional construction costs.

Bill Kealy voiced his support for partnering with the aquarium. Dr. Charles Bruton asked about future expansion capacity for the wastewater system, which White noted to discuss with the aquarium.

The Dare County Emergency Operation Center has also approached CSI about co-locating on the institute's site. White said that programmatically this was a good fit with CSI because of all the work being done on coastal hazards, sea level rise, emergency communications, and storm impacts, but the request need to be reviewed by the Dare County Board of Commissioners before any additional effort would be committed to the idea. The commissioners expressed concerns about the fit programmatically, whether we are becoming overextended, and whether it would complicate the construction progress. Joan Weld proposed an ad hoc committee to assist, but Nancy suggested that this since this idea was very conceptual; she would wait and work with willing Board members if it progressed beyond that phase.

NC Oyster Hatchery Program requested facility space (200 square ft.) at the Nags Head Lab for the director of the program and an assistant. CSI is in the process of negotiating a MOU with the NC Aquarium to facilitate this request. Also, the UNC- Institute for the Environment Albemarle Ecological Field Site staff and students will inhabit the CSI Manteo Office (Bell House) in 2008.

Activities and Programs:

Nancy White gave a report on the D4 subcommittee of the Marine Science Task Force, which she chairs. White noted three proposals were submitted to UNC that are all multi-campus and multi-faculty, each requesting \$1-\$2 million dollars over five years.

Steve Culver discussed the Science Coordinating Committee meeting held in Greenville on May 2, 2007. Twenty-two members were in attendance with four CSI staff members. They discussed campus liaison reports, the role of SCC, the impending Program Head positions; timetable for revision of previous year's operating requests, and the need for meeting of partnering programs for the shared program head positions to clarify methods and processes for the development of the positions.

The above-suggested meeting of campus partners took place in Greenville on July 19, 2007. Contractual documents, position descriptions, and funding issues were reviewed and discussed. It was noted that the budget request to support these positions was already in place; so a new requested did not need to be developed until a long term, strategic planning process was implemented. This group suggested to the Director and SCC Chair that the August SCC meeting be cancelled, and that the Director would work with the campus subcommittees to discuss the process for strategic plan development.

Program Area Reports:

Estuarine Ecology and Human Health (Report by E2H2 Program Head, Dr. Michael Piehler): Piehler reviewed the ocean outfall, the sound side storm water and the Albemarle Pamlico Peninsula Lakes projects being conducted in this program area. He mentioned the storm water research has been held up by a lack of rain.

Education and Outreach (Report by Program Coordinator, John McCord):

McCord discussed the activity of CSI K-12 programs and professional/technical programming. He noted the CSI website has had 10,000 hits since the beginning of this 2007 year. He highlighted many areas of work with the schools as well as local workshops, lectures, and appearances with the public. He also mentioned upcoming events including a Low Impact Development Workshop at the NC Aquarium and a Green Building Technology Fair planned for spring. He recommended that all check the CSI website for further details on upcoming events (csi.northcarolina.edu).

Estuarine Coastal Processes (Reported by Gregory Testa, Research Technician for Mike Muglia): Mr. Testa reviewed the MORPHOS project and detailed other information on CSI's boats, CODAR and regional association participation through SECOORA and MACOORA.

Coastal Sustainability/Maritime Heritage (Reported by Mr. Robert McClendon, Sustainable Design Extension Specialist):

McClendon reviewed CSI's efforts on the Bowerstown Landfill project, Rodanthe Recycling Center, Hatteras Village working waterfront, the smart growth institute regional development program in Camden County, and the Outer Banks Homebuilders Association Green Building Initiative.

Richard Johnson asked if CSI could expand their education programs into other counties particularly Pasquotank and Camden. Director White noted that is dependant upon resource availability. All new projects / efforts need grants to provide resources to support them.

Budget:

Dr. Nancy White attempted to explain the extensive budget handouts. There were five documents to reflect the budget summary for fund allocations for past years as background for projected budgetary needs for the coming year. White noted that funds requested in FY2007-2009 will be resubmitted for consideration for FY2008-09 budget. CSI requires additional funds for full time budget assistant, fulltime (versus part-time) administrative assistant, as well as funds for the Program Head positions. White explained the "non-recurring expenses" included a storage shed at Nags Head Lab. There was discussion among Board members and staff that reviewing the budget prior to the meeting would facilitate the Board's ability to provide advice. Nancy agreed. Bill Kealy suggested that a subcommittee could also be enlisted to assist. He, John Wells, David Twiddy and Mike Kelly agreed to serve on a strategic planning and finance advisory subcommittee.

Joan noted it was time to discuss how to make CSI's Foundation broader and stronger so there could be other sources of revenue. Bill Kealy suggested that the NC Aquariums Foundation would be a good model to follow.

New Business: Election of Officers:

Joan Weld noted that she is ready to step down as chair and suggested that a board member from the Outer Banks region could be beneficial. All expressed concerns regarding the loss of leadership that has been so ably provided by Weld. A suggestion was made to appoint a vice-chair for the board to assist Chairperson Weld.

David Twiddy made a motion nominating Richard Johnson as vice-chair. John Wells seconded the motion. All were in favor, appointing Richard Johnson as vice-chairman of the CSI's Board of Directors.

Joan Weld suggested that the board could benefit from and should appoint committees to assist with some of the duties of the board. It was suggested that a Bylaws committee should be established to review the documents and make sure they are current and relevant in addition to to previously mentioned Strategic Planning and Finance Committee. The following committees were formed; members nominated, and each agreed to serve.

Bylaws Committee

- o Dr. John Wells (Chair)
- o Mr. Charles Evans

Finance/Strategic Planning Committee

- o Mr. Bill Kealy
- o Mr. Mike Kelly
- o Mr. David Twiddy
- o Dr. John Wells

Public Relations Committee (proposed)

- o Mr. Mike Kelly

Executive Committee to be considered (proposed)

Chair Weld asked if there were any further business. The Board members suggested that next meeting be set for March 13 & 14, 2008.

The meeting was adjourned at 1:30PM.

Respectfully Submitted,

Suzanne Stoeckle

Marie Magee