Oil Spill Recovery Institute (OSRI) Advisory Board Meeting Minutes
Friday, February 10, 2012

This meeting was a joint meeting between the OSRI Advisory Board and the Prince William Sound Science Center Board of Directors. The meeting was held at the K'enakatnu Boardroom, 2nd floor Dena’ina Center in Anchorage, Alaska. The meeting was called to order at 8:45 a.m.

Teleconference number 1-888-387-8686 conf 8442517# *1162
GoToMeeting https://www2.gotomeeting.com/join/910350346

Board members present -
Doug Mutter, Craig Lloyd, Samantha Carroll, Brad Dunker, Angela Totemoff, Bill Lindow, Susan Saupe, Joe Banta. Glenn Ujioka, Gary Folley, David Totemoff and Andres Morales phoned in.

Staff present -
Katrina Hoffman, Scott Pegau, Penelope Oswalt

Visitors present -
PWSSC Board Members Eric Knudsen, Jim Harvey, Meera Kohler, Caryn Rea, John Garner, Andrew Smallwood and Gordie Reeves were present, as well as Walt Parker and other unidentified audience members.

Roll call and introductions -

Approval of Agenda - There was a change to the agenda—Mark Lloyd made a presentation on the Nome situation during the 11:30 Public Committee.

Review of the Board’s Responsibilities in Regard to OSRI - Executive Director Hoffman told the OSRI Advisory Board that during the February 9th PWSSC Board meeting, the Board expressed an interest in reviewing the Science Center’s mission to make it more clear and concise. Executive Director Hoffman also discussed OSRI sources of funding, governance policies, mandates, bylaws, overall objectives, and the Science Center’s administrative relationship to OSRI.

OSRI Financial Information - Research Program Manager Scott Pegau reviewed the FY11 Fourth Quarter Report, the FY12 First Quarter Report, and summarized OSRI investments. At the end of FY11, $1,159,027 of unencumbered program funds remained in the bank and $536,000 were set aside for commitments. At the end of the first quarter of FY12, $1,077,683 of unencumbered program funds remained in the bank. Pegau pointed out that at the end of the previous year, the interest rate was estimated at 3%, which is lower than the 5% interest rate that OSRI has earned in previous years. Pegau expects a return of $600,000 per year for the next five years from interest, and he proposes a total budget of $760,000 for the next five years. He also noted that since the OSRI
account is linked to Science Center finances, when OSRI spends money it appears as if PWSSC is spending money.

Jim Harvey expressed interest in having PWSSC review the investment policies and set aside more money to help the Science Center manage its funds during the current low interest rate environment.

Eric Knudsen discussed the Science Center’s need for a new facility and the land acquisition process. He pointed out that in order to raise funds the Science Center books must show that the organization has assets. He also mentioned that the PWSSC Board is interested in working with OSRI, in some capacity, to raise funds for the proposed new facility.

It was decided that the PWSSC Finance Committee and the OSRI Advisory Board Finance Committee will form a joint committee to develop a plan that addresses the desire for a new investment policy to include spending features in addition to a liquidity plan. The committee will also explore the possibility of using OSRI funds when fundraising for the new facility. These plans will be presented at the next Board meetings.

**Presentation - ConocoPhillips** Arctic Research - Caryn Rea

**Mid-Morning Meeting Break**

**Presentation - Biodegradation Research Graduate Research Fellowship** - Lindsey Saum, University of California

**OSRI and PWSSC Boards Split for Separate meetings**

**Public Comments**

**Approval of Minutes** – September 22, 2011, October 27, 2011 (record of motions needed)

**Chair’s Report** – by John Calder, Ph.D., Chair

**Executive Director’s Report** – Executive Director Katrina Hoffman updated the Advisory Board on the progress of the Coast Guard Reauthorization Bill and various outreach and networking efforts undertaken by herself and Scott Pegau.

**Decision on Hydrological Model Validation proposal** - OSRI received two proposals; one from PWSSC and one from UCLA. The Scientific and Technical Committee recommended not funding either project at this time. The Committee recommended revising the Request for Proposal and re-releasing it in the fall.

**Motion by Lloyd, seconded by Lindlow to accept the Science and Technical Committee’s recommendation and not fund either proposal. Motion passes unanimously.**

**Election of Officers**
  a. Executive Committee- In the process of replacing John Calder with a new NOAA appointee. The Board would like to see a local representative on the Board and requests staff to pursue this. Doug Mutter will serve as vice-chair for another year, Sue Saupe will serve as Secretary,
and Joe Banta will serve as Treasurer. **Motion by Lloyd, second by Totemoff to approve the Executive Committee as proposed. Motion passed unanimously.**

b. Finance Committee- Bill Lindlow volunteered. Joe Banta and Garry Folley are willing to continue serving on the committee. The Board will confirm with Chuck Meacham that he is willing to continue serving on the committee upon his return. **Motion by Lindlow, seconded by Lloyd to approve the Finance Committee as stated. Motion passed unanimously.**

c. FY13 Work Plan Committee- Doug Mutter stepped down from the Committee and Angela Totemoff was added. Sue Saupe, Joe Banta, and Glenn Ujioka will continue serving on the committee. **Motion by Lindlow seconded by Lloyd to approve the FY13 Work Plan Committee as discussed. Motion passes unanimously.**

d. Science and Technical Committee- Alan Mearns and Thomas Royer would like to remain on the Committee even though their terms have lapsed. Eppie Hogan asked if Tony Parkins could replace her. Dick Thorne was nominated to serve on the Committee as the PWSSC representative. **Motion by Banta, seconded by Lindlow to approve the Science and Technical Committee as discussed. Motion passes unanimously.**

It was noted that Bark Lloyd will be retiring in the spring, and Captain Greg Sanial will be replacing him on the Advisory Board.

**Research Program Manager Report**- Pegau briefed the Advisory Board on OSRIs upcoming Requests for Proposals and the current status of OSRI funded projects. Pegau also discussed potential partnerships he would like to develop and the need to review the FY13 Work Plan.

**Review Calendar/ Schedule for committee and Board Meetings**- The next meeting will be **Wednesday, October 3, 2012** in Cordova.

**Comments**

**Adjournment**
The meeting adjourned at about 12:35 p.m.

These minutes were reviewed and approved on ________________.

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Susan Saupe, Secretary