

HARBOR BRANCH OCEANOGRAPHIC INSTITUTE

FOUNDATION

OPERATIONS REPORT June 13, 2019

The following information provides an overview of operational activities in the Foundation offices since the last report of April 2019.

GENERAL & ADMINISTRATIVE

Kissman, Dutton, and Permenter accomplished regular and ongoing operating activities while accomplishing site selection, move and set up of new office. See Office Move.

LITIGATION

Real-time Information has been forwarded previously to the Board. Katha Kissman has been in regular contact with the attorneys, responding to questions and requests for information.

BOARD OF DIRECTORS

In addition to logistical planning and pulling together background information for our June Board of Directors meeting, we have also planned and supported meetings of the following Committees:

Grants Committee

June 13, 2019

Please see the Meeting Minutes for these meetings in the Board Portal.

Conducted Board Orientation with George Frazza and Jim Seitz on April 25, 2019; conducted Board Orientation with Bob Campbell on May 21, 2019.

FINANCIAL

Investments

Please see the financial reports from The Atlantic Consulting Group in the Finance Committee folders on the Board Portal.

Operations

There are no major variances between budgets and actuals to date since the proposed FY19 Mid-Year Budget Revisions were approved at the January Board of Directors meeting. There will be a budget impact due to the office move. See Office Move.

Audit

The Audit Engagement Letter has been reviewed and signed by Kissman and Audit Chair John Papa. The pre-audit work will commence in July with onsite work scheduled for August.

OFFICE MOVE

Per the Board’s approval of the Finance Committee’s recommendation, Katha Kissman began a space search for new office space. Following this search and Bill Stewart’s review and modifications of the proposed lease, the Foundation moved its offices on June 3, 2019 to 3545 Ocean Drive, Suite 201, Vero Beach, FL 32963.

The Foundation did not own any of the furniture/office staples (desks, filing cabinets, bookcases, wastebaskets, office keys) and utilized HBOI common areas and key functions. We did own our own server, individual PCs, and miscellaneous office supplies and small equipment.

The new office is being set up from scratch except for our computer technology.

Here is an overview of move-associated expenses to date:

Vendor	Purpose	Office	Furniture	Supplies (FY19)	Deposits
Buyers Choice	Inspection	375.00			
P&G Ocean Drive Inc.	Security Deposit				7,500.00
White Glove Moving	Moving Expense (June 3, 2019	1,577.08			
Westmark Development	Renovations to create a Boardroom	23,000.00			
FPL	Deposit for new service				84.00
B&B Furniture Concepts	Desks, filing cabinets, small conference table/chairs; boardroom conference table/chairs (pending)		46,000		
Technology Partners	Cabling, server rack, wireless set up	1,577.04			
Comcast	New Service -- no installation fee	0.00			
Ironside	Office Signage	1,238.69			
Amazon	Vacuum, wastebaskets, chair mats, shoji screens, misc office supplies			596.74	
ESaleRugs	Rugs for entry and office			238.00	
Elephant Stock	Artwork			255.95	
Lowe's Hardware	Ladder, microwave, refrigerator, lamp, moving boxes, packing tape, kitchen supplies, tools, extra keys			588.19	
Marshalls	Office décor			78.79	
Michaels	Office décor			165.95	
Bed Bath & Beyond	Kitchen supplies			21.47	
Lamps Plus	Lamp			129.99	
Target	Dishes, folding tables			362.55	
Ready Refresh	Water Dispenser (Initial Order)	37.48			
Staples	Storage shelving and bins			537.46	
Wayfair	Entry chairs			427.98	
Home Depot	Wall mounted mailbox			49.98	
Office Depot	Desk Pads			40.63	
	Total Costs	27,805.29	46,000.00	3,493.68	7,584.00

Current Supplies Budget	4,000.00
Will exceed by about	3,000.00

SPECIALTY LICENSE PLATES

Here is an overview of marketing dollars use to date this fiscal year.

Tax Collector Outreach

Cyndi Permenter and Katha Kissman visited the Martin County Tax Collector to view the existing ½ wall display and agreed to provide banners in the three other Martin County Tax Collector offices.

We will have a new ½ wall display in the newest St. Lucie County Tax Collector's office at Tradition.

We will continue to reach out to the top 40 Counties for our four plate sales as well as focus on coastline counties to place the re-designed Rack Cards and/or Retractable Banners.

In addition, we have scheduled driver license renewal inserts in the mailings of the following counties:

County	Inserts	Mailing	
Brevard	24,000	December 2018	completed
Levy	3,000	March 2019	completed
Seminole	24,000	April 2019	completed
Indian River	9,000	June 2019	underway
Hernando	12,000	June 2019	underway
Indian River	7,200	August 2019	

We currently have our full Wall Display in the main St. Lucie County Tax Collector's Office, a full Wall Display in one of the Orange County Tax Collector's Office, and a half Wall Display in the Martin County Tax Collector's office. We have also arranged to have a new half wall in the St. Lucie County Tax Collector's Office at Tradition. This will be installed in July.

Ads

Print Ads continue to appear in:

- Vero at 100 (Special Issue)
- Indian River Magazine (Quarterly)
- City Guide of Sebastian and Vero Beach (4 issues)
- Vero's Voice Magazine (six months)
- Stuart Magazine (9 months)
- TC Palm

We will also be appearing in Coastal Angler Magazine that has 18 local editions throughout the state of Florida with a total circulation of 180,000 copies plus the online versions;

Radio ads and six on-air SLP interviews by Rhett Palmer with Katha Kissman and HBOI PIs who have SLP projects continue – the last one in this series will be on June 25 (Dr. Paul Wills).

TV ads will appear in the July 2019 Shark Week via Comcast.

Social Media

We continue to update our Facebook page on a regular basis primarily to promote SLP as well as events. We currently have **8,042 likes** compared to the reported 6,007 likes in April. (We have surpassed FAU/HBOI – they currently have **7,684 likes**.)

Dianne Zukowsky, Flare Media, continues to provide us with digital advertising strategy and services for SLP.

Print Materials and Branded Swag

We began by increasing our efforts to distribute swag on hand, especially as they were heavily branded with FAU Harbor Branch rather than the Foundation. As a reminder, per the State, the marketing funds are to be used to promote the plates, not to promote the entities or programs funded.

Updated Materials and Branded Swag include the following. FAU Harbor Branch (HR, Ocean Discovery Visitors Center, individual PIs) continue to utilize this swag in addition to our own distribution efforts:

- SLP Rack Cards
- SLP Bookmarks
- How to **Love Your Lagoon** Bookmarks
- Re-usable Shopping Bags - 4 plates on one
- Coffee Mugs – individual plates
- Key Tags - PFW
- Tattoos -- PFW
- T-Shirts – all 4 plates on one

Community Outreach

Debbie Dutton and Cyndi Permenter represented the Foundation at the St. Lucie County Tax Collector’s Local Celebrity Lunch with HBOI’s Jim, Sally, & Caz Sullivan, Brandy & Jimmy Nelson, and Kristen & Michael Davis.

We will continue to look for other opportunities as we have remaining budget for this fiscal year. Any funds not spent on marketing will remain in plate pools as available for SLP grant awards.

SPECIALTY LICENSE PLATE MONITORING AND GRANT MAKING

The SLP RFP for **Aquaculture** and **Save Our Seas** was released on January 25, 2019. SOIs were received on February 15, 2019 with full proposals received on March 8, 2019. Proposals were scored by the external reviewers. The SLP Review Committee met on April 19, 2019 to discuss proposed projects and made the following final award decisions:

Plate & Funding Year	SOS Project	PI	Co-PIs	Award Amount
AQUA FY20	New Species and Technology Development for a Land-Based IMTA System	Paul Wills, PhD	Annie Dagleish, PhD Dennis Hanisak, PhD Susan Laramore, PhD Peter McCarthy, PhD Mingshun Jiang, PhD Shirley Pomponi, PhD Megan Davis, PhD Gabby Barbarite, PhD Jordan Beckler, PhD	\$190,000
AQUA FY20	Comparative Genomics of Trachinotus Genus: Tools to Enhance Food Fish Farming of Florida Pompano	Nick Dickens, PhD	None	\$66,131
SOS FY20	Differential Gene and Protein Expression on Triple Negative Breast Cancer Cells Treated with a Marine Natural Compound	Esther Guzman, PhD	Amy Wright, PhD	\$18,329

SOS FY20	Improving Methods of Phytoplankton and Harmful Algal Bloom Monitoring in the Southern Indian River Lagoon	Malcolm McFarland, PhD	Dennis Hanisak, PhD	\$64,493
SOS FY20	The Indian River Lagoon Observatory (IRLO): Ecosystem Function of a Nationally Important Estuary in Transition	Dennis Hanisak, PhD	None	\$479,999
SOS FY20	Understanding the Production and Regulation of the Neurotoxin Saxitoxin in Pyrodinium Bahamense Isolated from IRL	Goujun Wang, PhD	Malcolm McFarland, PhD	\$35,000
SOS FY20	Implementing Metabolomics Methodologies to Rapidly Assess Specialized Metabolites of Florida Marine Diversity	Amy Wright, PhD	None	\$35,000
SOS FY20	Development of a Novel Method to Determine Oceanic Particle Composition	Mike Twardowski, PhD	Aditya Nayak, PhD	\$35,000
SOS FY20	Comparative Metagenomics of Florida Sponge Populations with Biosynthetic Potential	Nick Dickens, PhD	Goujun Wang, PhD	\$34,905

As previously noted, we continue to monitor progress of the following active awards for all plates:

Plate & Funding Year	SOS Project	PI	Co-PIs	Award Amount
SOS FY19	Indian River Lagoon Observatory (IRLO): Ecosystem Function of a Nationally Important Estuary in Transition	Dennis Hanisak, PhD	None	\$431,670
SOS FY19	Florida Deep-water Marine Biodiversity: Digitization of Submersible Videotapes for Research, Education, and Conservation	John Reed, M.Sc.	Shirley Pomponi, PhD Amy Wright, PhD Dennis Hanisak, PhD	\$35,000
SOS FY19	Improving Monitoring and Understanding of Phytoplankton and Harmful Algal Blooms in the Southern Indian River Lagoon	Jim Sullivan, PhD	Dennis Hanisak, PhD Malcolm McFarland, PhD	\$34,903
SOS FY19	Determining New Sediment Metrics for Seagrass Restoration Monitoring	Dennis Hanisak, PhD	Jordan Beckler, PhD	\$35,000
SOS FY19	Water Quality and Biological Responses of Florida Bay to Freshwater Discharges from Everglades	Mingshun Jiang, PhD	Brian Lapointe, PhD	\$35,000
SOS FY19	Characterizing Polyaromatic Hydrocarbons in the Indian River Lagoon	Amy Wright, PhD	Esther Guzmán, PhD	\$35,000
SOS FY19	Differential Gene and Protein Expression on Triple Negative Breast Cancer Cells Treated with a Marine Natural Compound	Esther Guzmán, PhD	Amy Wright, PhD	\$16,671
AQUA FY19	Advancement of Land-based Integrated Multitrophic Aquaculture	Paul Wills, PhD	Bing Ouyang, PhD Annie Dagleish, PhD Dennis Hanisak, PhD Susan Laramore, PhD Peter McCarthy, PhD Mingshun Jiang, PhD Shirley Pomponi, PhD	\$230,000
AQUA FY19	Determining the Market and Nutritional Value for Sea Vegetable Aquaculture	Megan Davis, PhD	Dennis Hanisak, PhD Paul Wills, PhD	\$14,282
PWD CY19	Photo-Identification – Update and Expansion of Publications and Scientific Data Dissemination	Marilyn Mazzoil	Brandy Nelson Adam Schaefer, PhD Elizabeth Titcomb	\$321,111
PWD CY19	Wild Dolphin Stranding Response, Care and Research	Steve Burton, MS	Adam Schaefer, MPH Annie Page-Karjian, PhD	\$300,000

PWD CY19	Dolphins as Sentinels for Harmful Algal Bloom Toxins in the Indian River Lagoon: An Interdisciplinary Study	Jim Sullivan, PhD	Adam Schaefer, MPH Malcolm McFarland, PhD	\$105,709
PWD CY19	Real-time Assessment and Management of the Risk of Infectious Disease in Florida Wild Dolphins	Greg O’Corry-Crowe, PhD	Steve Burton, MS Annie Page-Karjian, PhD Tatiana Ferrer	\$151,000
PFW CY19	Florida Whale Stranding Response, Care and Research*	Steve Burton, MS	Adam Schaefer, MPH Annie Page-Karjian, PhD	\$0
PFW CY19	Exploring Florida Whale Health in a Rapidly Changing Environment	Annie Page-Karjian, PhD	Adam Schaefer, MPH Steve Burton, MS Nick Dickens, PhD Jordan Beckler, PhD Wendy Marks, CVT Mingshun Jiang, PhD	\$167,202
PFW CY19	Using Emerging Technologies for Population and Behavioral Ecology Assessment of Florida Whales	Greg O’Corry-Crowe, PhD	Steve Burton, MS Laurent Cherubin, PhD Annie Page-Karjian, PhD	\$123,091

*Note: There were no additional funds granted to Florida Whale Stranding Response, Care and Research due to the amount of unspent funds in the project at December 31, 2018. Instead, the period of performance was extended until December 31, 2019 so that the funds could be spent.

GRANTS ADMINISTRATION

As a reminder, the current Active Grants Portfolio includes:

New Faculty Hires & Start Up Grant Support – Paid out to date: \$5,051,708

Original grant of **\$5,481,051** toward support for 8 new Faculty hires (salary and start up packages over 7 years, phased). All slots now hired. Projected to conclude by 6.30.20

- Dr. Laurent Cherubin, Physical Oceanographer (2013)
- Dr. Mingshun Jiang, Physical Oceanographer (2013)
- Dr. Marty Riche, Aquaculture Nutritionist (2014) – no longer employed 2/2018
- Dr. Guojun Wang, Biosynthesis (2015)
- Dr. Mike Twardowski, Marine Technologist (2015)
- Dr. James Sullivan, Biological Oceanographer (2015)
- Dr. Matt Ajemian, Fish Biologist (2016)
- Dr. Nick Dickens, Bioinformatics (2016)

Faculty Incentive Awards Grant Support -- Paid out to date: \$1,043,011

Original grant of **\$1,465,000** designated on a per year basis plus an additional up to \$400,000* Float over the lifetime of the grant period if needed (7 years). *Partial redistribution of \$200,000 from the *Float to contribute to fund a FY19 Bridge Funds Pool (see below). Balance of \$114,369 to remain as Incentive Float. Projected to conclude by 6.30.19

Promoting Faculty Recruitment, Retention and Research Excellence – Paid out to date: \$331,471

One year grant of **\$520,000** to build on the successful conclusion of the three-year Ensuring Faculty Excellence grant which concluded June 30, 2018. This grant will support the recruitment and retention of top scientific talent conducting research at the Institute.

The Florida Center for Coastal and Human Health -- Paid out to date: \$304,476

Original grant of \$650,000 to support the first year of this major project to establish the Florida Center for Coastal and Human Health which will provide integrated research of the biological, physical, chemical, genomic, transcriptomic and toxicity characteristics of Harmful Algal Bloom events in the Indian River Lagoon ecosystem.

Bridge Funds Pool -- Paid out to date: \$0.00

Grant of \$200,000 to provide temporary (up to 12 months) support to retain faculty and their essential personnel during continuing efforts to obtain full extramural funding or during the transition of faculty back into research after having an administrative role.

Love Your Lagoon Grants -- Awarded to date: \$730,818

Grant of \$109,500 for the 2019 Indian River Lagoon Graduate Research Fellows Program. To be completed 5/8/20. These funds are over and above the ongoing annual support of the Indian River Lagoon Symposium that was \$6,351.36 for this year.

Special Initiative

In addition, the Foundation has provided discretionary support on the credit card issued to Dr. Jim Sullivan:

DATE	ACTIVITY	FUNDING
9/27/18	FAU faculty member retreat to share current projects, technology, and promote new interactions – Catered by TooJay’s	\$381.23
10/10/18	Dinner with Ocean Science Lecture speaker Duane DeFreese, Executive Director of the IRL Council, Dennis Hanisak, and Jim Sullivan	51.33
10/15/18	Harbor Branch Oceanographic Institute FAU faculty members retreat to share current projects, technology, and promote new interactions	18.00
11/14/18	Introduction dinner with Jim Sullivan, John McConnell, past HBOIF board member, Cara Perry, Assistant VP of Communication FAU Northern Campuses	69.78
11/30/18	Pre-meeting before Harris Corp meeting attended by Jim Sullivan, Bing Ouyang, Mike Twardowski, Jason Hallstrom, Fraser Dalgleish	91.36
12/10/18	Catering of Three Minute Thesis Competition	400.00
2/13/19	Lunch with Jim Sullivan, Patrick Boles, and guest	29.42
	<i>Paid out to date:</i>	<i>\$1,041.12</i>

LEGISLATIVE

Katha Kissman is actively working with our lobbyists, Metz, Husband and Daughton, on proposed actions to divert a threat to the Protect Wild Dolphins and Protect Florida Whales plates in the next legislative session.

HBOIF REAL ESTATE HOLDINGS

See previous Finance Committee Report. I am in discussions with the realtor for the Old Dixie Highway property which is for sale and “fronts” our Old Citrus Grove property. We have formally asked the owners to consider donating the parcel for the tax benefit to the Foundation. Alternatively, I have let the realtor know that there may be a possibility we would consider a swap of property for our Lakela’s Mint property.

2020 LOVE YOUR LAGOON

Quail Valley River Club will not be able to accommodate us for our 2020 event. The 2020 **Love Your Lagoon** event will be held at Oak Harbor, 4755 S Harbor Drive, Vero Beach, FL 32967, Friday, February

7, 2020 from 6:00-9:00 pm. Joe Duke is working with Governor DeSantis' office for his possible attendance this year.

2019 LOVE YOUR LAGOON FINAL RECAP

Videos

As a reminder, we updated all past honoree videos and rotated them on our Facebook page prior to our event held February 1, 2019 at the Quail Valley River Club. We have also created a new video of Senator Negron and will include on our Facebook page. All are on our account at YouTube.

2012 Honoree: Nathaniel Reed: <https://www.youtube.com/watch?v=CQEcuTIJ5sA>

2013 Honoree: Bud Adams: <https://www.youtube.com/watch?v=7Qm7kulXmZY>

2014 Honoree: Alma Lee Loy: <https://www.youtube.com/watch?v=OEg8CUZAsIM>

2015 Honoree: Mark Perry: <https://www.youtube.com/watch?v=6YHDTOzlwko>

2016 Honoree: Dr. Mary Rice: <https://www.youtube.com/watch?v=jEqBSM7O1hY>

2017 Honoree: Diane Barile: <https://www.youtube.com/watch?v=u93cgdzp0Bw>

2018 Honorees: The HBOI Principal Investigators: <https://youtu.be/FvIUJX51F6E>

2019 Honoree: Senator Joe Negron: <https://youtu.be/H7gAmaTP7mE>

Sponsors

Our sponsors for the 2019 Love Your Lagoon event were as follows. One last special thanks to our Board Members for their 100% sponsorship.

2019 LOVE YOUR LAGOON SPONSORS

Mangrove Sponsors

Mr. Joseph Z. Duke, III and Mrs. Jennifer Johnson Duke
Mr. Michael O'Reilly and Mrs. Marie O'Reilly

Seagrass Sponsors

Parker
Ms. Marjorie Raines and Mr. Harold Baker

Dolphin Sponsors

Evans Properties, Inc.
John N. McConnell, Jr. and Marilyn P. McConnell
William J. Stewart, Esq. and Mrs. Laurie Kaneb Stewart and
the Law Firm of Rossway Swan Tierney Barry Lacey & Oliver, P.L.
Mr. Michael Toner and Mrs. Carol Toner

Manatee Sponsors

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Mr. Ed Michelson and The Atlanta Consulting Group
Wells Fargo

Seahorse Sponsors

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Ms. Katha Kissman
Kmetz, Elwell, Graham & Associates, PLLC
Dr. Ed Lippisch and Mrs. Jacqui Thurlow-Lippisch
Martin County Community Foundation
Martin Health Systems
Metz, Husband & Daughton, P.A.
The Mikita Foundation
Oceans, Reefs & Aquariums – ORA
Mr. John Papa and Mrs. Barbara Papa
Dale Sorensen Real Estate
Ms. Isabelle Tapley
Vero Insurance
Windsor
Wyland Foundation

Historical Net Proceeds for Love Your Lagoon.

2012 Love Your Lagoon (on Campus)

- \$11,836 used to fund the IRL Symposium, February 10-11, 2012
- \$22,340 used to fund Indian River Lagoon Research and Education in 2012-2013
- \$34,176 CONTRIBUTION TO FAU HARBOR BRANCH

2013 Love Your Lagoon (on Campus)

- \$ 9,294 used to fund the Indian River Lagoon Symposium, February 7-8, 2013
- \$37,364 used to fund: A) Indian River Lagoon Research and Education in 2013; B) Our Global Estuaries Workshop, October 21-23, 2013
- \$46,658 CONTRIBUTION TO FAU HARBOR BRANCH

2014 Love Your Lagoon (on Campus)

- \$ 8,366 used to fund *Luncheon on the Lagoon*, January 23, 2014 with a pro bono keynote presentation by the 2012 Love Your Lagoon honoree Nathaniel Reed
- \$10,017 used to fund the Indian River Lagoon Symposium, February 6-7, 2014
- \$80,995 used to fund the seven 2014-15 Indian River Lagoon Graduate Research Fellows
- \$99,378 CONTRIBUTION TO FAU HARBOR BRANCH

2015 Love Your Lagoon (on Campus)

- \$ 10,259 used to fund the Indian River Lagoon Symposium, February 5-6, 2015
- \$100,237* used for the purpose of developing of a land-based seagrass nursery facility at HBOI.
- \$110,496 CONTRIBUTION TO FAU HARBOR BRANCH

(*Please note: the actual 2015 funding reflected a check to HBOI in the amount of \$91,889.34 due to \$8,348.00 residuals which had been held by HBOI from the 2012, 2013, 2014, and 2015 Indian River Lagoon Symposiums.)

2016 Love Your Lagoon (on Campus)

- \$ 10,000 to fund the Indian River Lagoon Symposium, February 11-12, 2016
- \$111,350 to fund the 2016 Indian River Lagoon Graduate Fellow program
- \$121,350 CONTRIBUTION TO FAU HARBOR BRANCH

2017 Love Your Lagoon (on Campus)

- \$4,016.02 for the 2017 Indian River Lagoon Symposium held February 9-10, 2017
- \$89,826.00 to fund the 2017 Indian River Lagoon Graduate Fellow program
- \$93,842 CONTRIBUTION TO FAU HARBOR BRANCH

2018 Love Your Lagoon (at Quail)

- \$6,366.92 for the 2018 Indian River Lagoon Symposium held February 9-10, 2017
- \$102,700 to fund the 2018 Indian River Lagoon Graduate Fellow program
- \$109,066.92 CONTRIBUTION TO FAU HARBOR BRANCH

2019 Love Your Lagoon (at Quail)

- \$6,351.36 for the 2019 Indian River Lagoon Symposium held February 7-8, 2019
- \$109,500 to fund the 2019 Indian River Lagoon Graduate Fellow program
- \$115,851.36 CONTRIBUTION TO FAU HARBOR BRANCH

TOTAL: \$730,818.28

PUBLIC RELATIONS AND OUTREACH

Board Members have been provided updates on Recent Media involving both HBOI and HBOIF on a real-time basis.

eNewsletter

Since July 20, 2017 we have sent 60 eNewsletters to almost 4,000 email addresses in our database. These have gone out every 1-4 weeks. To date we have had over 41,000 opens of our eNewsletters.

In addition to staff attendance at various events additional activities since the April Operations Report have included:

4/12/2019	AFP Board Meeting
4/15/2019	Dinner -- HBOI and Jefferson Project
4/20/2019	Lakela's Mint Presentation, Environmental Learning Center
4/23/2019	Rhett Palmer Interview -- Dennis Hanisak
5/10/2019	AFP Board Meeting
5/20/2019	Chamber Board Meeting
5/21/2019	Rhett Palmer Interview -- Matt Ajemian
6/10/19	Vero Beach Centennial Luncheon honoring Alma Lee Loy