

HARBOR BRANCH OCEANOGRAPHIC INSTITUTE

FOUNDATION

Minutes
Grants Committee Meeting
October 26, 2015
3:30 pm
At the Harbor Branch Oceanographic Institute Foundation

Present: Amos Bussmann*; Joe Duke*; Mike Toner, Chair

Also Present: Mike O'Reilly, Treasurer; Katha Kissman, President & CEO; Colleen Brennan, Director of Operations

*participated virtually

I. Call to Order

The meeting was called to order at 3:35 pm by Chair Toner

II. Discussion of Grant Reports

The Committee discussed a need for the Foundation to develop a standardized Grants Report template for HBOI to use citing too much narrative and not enough metrics in the HBOI reports received. Kissman and Toner were tasked with creating this report and communicating to HBOI that the Foundation would like the reports to focus more on metrics against the goals of an original proposal (and future proposals should clearly include such goals) as well as budget to actual financials based on Foundation's interest in ensuring that its grants:

- Serve the goals of the FAU Harbor Branch Strategic Plan;
- Are strategic and high impact;
- Are leveraged;
- Raise the public profile and reach of FAU Harbor Branch; and/or
- Fund opportunities that would not have an opportunity for FAU funding or other external funding

The Committee reviewed the reports received:

New Faculty Hiring Plan

The Committee accepted the interim report. The Committee confirmed that each of the new hires to date are great assets for HBOI. Members further confirmed the initial intent with the New Faculty Hiring Plan to enable a solid start with the 3-year startup funding to increase the performance capacity to create self-sustainability for each new Faculty member (i.e., bring in additional research dollars for quality research.)

Rewarding Faculty Excellence (Incentives) & Ensuring Faculty Excellence – Salary Support

The Committee accepted the interim report. The Committee confirmed its intentions for the incentives to be over and above the day to day activity of scholarly performance and to accomplish greater results (raise the bar) that are geared toward making HBOI even more of a

world class institution. The Committee will discuss this directly with Dr. Megan Davis at the next meeting.

Operational Support

- Gift Shop Operator
- HBOI Discretionary Fund
- HBOI ED Development Fund

The Committee accepted the report.

Ensuring Robust Development Strategy

The Committee accepted the interim report which focused largely on activities rather than results. The Committee discussed the understandable need for the new Development Team to be able to create an internal development infrastructure and process, raised consciousness throughout the campus and externally, and build a donor pipeline through outreach. It was understood this would take between 12 to 18 months before seeing actual results (i.e., dollars raised).

The Committee reviewed the Implementation Plan as presented to the Foundation Board in April 2015 as follows:

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|----------|--|
| FY15: | Building the Platform for Success |
| FY16/Q1: | Pipeline, Data and Foundation Giving |
| FY16/Q2: | Major Donor Outreach and Annual Appeal |
| FY16/Q3: | Solicitation and Stewardship |
| FY16/Q4: | Final FY Efforts to Meet Goals |

FY16 DEVELOPMENT GOALS:

- Increase total philanthropic contributions by 100%
- Increase total qualified prospect pool by 100%
- Achieve \$500,000 in total philanthropic giving
 - Annual Giving: \$100,000
 - Major Gifts: \$150,000
 - Corporate & Foundation Gifts: \$150,000 (other than HBOIF)
 - Restricted Gifts: \$100,000

Because the goal of this grant was to increase HBOI’s capacity to generate significant external funding from other than our Foundation, the Committee discussed whether this goal was high enough and what would be the goals in FY17 and FY18 to warrant the Foundation’s “return on investment” for this 3 year grant (i.e., warranting possible renewal).

Discretionary Research Grants

- LOBOs Purchase and 1st Year Maintenance
- Detection & Characterization of Fish Spawning Aggregations using a Novel, Persistent Presence Robotic Approach
- Applying New Technologies to Transform Marine Natural Products Discovery

The Committee accepted the interim report on the LOBOs Purchase and 1st Year Maintenance noting a job well done. The Committee will pose the following questions to Dr. Davis at the next meeting:

- Now that we have a substantial water monitoring network with real time data, what is the significance of the data we are seeing?

- What is the data telling us?
- Should the data be presented as to “favorable or unfavorable” to help to continue to educate the public and policy-makers about what is happening with the Indian River Lagoon?

The Committee accepted the interim report on Detection & Characterization of Fish Spawning Aggregations using a Novel, Persistent Presence Robotic Approach. See next Agenda item.

The Committee accepted the interim report on Applying New Technologies to Transform Marine Natural Products Discovery noting a job well done.

Love Your Lagoon

- 2014 IRL Graduate Research Fellowships
- 2015 Seagrass Restoration Project
- Inception to 2015 Indian River Lagoon Symposium

The Committee accepted the final report on the 2014 Indian River Research Fellowships noting a job well done. Members discussed the need for supervisors/mentors to provide a signed comment as to the adequacy/value of the Fellow’s effort and, if applicable, comment about going forward (i.e., deserves more funding or thanks for the effort).

This will be further discussed in the Grant Report Template development process.

The Committee understands the 2015 Seagrass Restoration Project is underway and a report is not due at this time.

The Committee accepted the “from inception through 2015” report on the Indian River Lagoon Symposium noting a job well done.

III. Request to Modify: Detection and Characterization of Fish Spawning Aggregations using a Novel, Persistent Presence Robotic Approach

Based on the information received, the Committee understands that when the request to modify the budget for this grant was made a question was asked which showed the modification had been actualized in June 2015 but the request for modification came in September, i.e., the request was made after the fact. The Committee questioned: “If we say no now, where does the money come from?” While the actual amount in question was very small and the reasons for the request justifiable, the fact that the Foundation was informed three months after the actual change was disconcerting. The motion to approve the modification was granted unanimously with the caveat that future requests for modification on any Foundation grants that come “after the fact” will not be approved.

IV. Adjournment

There being no further business, the meeting was adjourned at 4:35 pm.