

HARBOR BRANCH OCEANOGRAPHIC INSTITUTE

FOUNDATION

**Minutes
Grants Committee Meeting
June 8, 2015
At the Harbor Branch Oceanographic Institute Foundation**

Present: Mike Toner, Chair*; C. Amos Bussmann*

Absent: Joe Duke

Also Present: Mike O'Reilly, Treasurer; Bill Stewart, Secretary; Katha Kissman, President & CEO;
Colleen Brennan, Director of Operations; Megan Davis, Interim Executive Director, HBOI

*participated telephonically

Call to Order

Chair Toner called the meeting to order at 3:10 pm

Discussion Items

A. Proposed New Use of Rescinded \$37,363.39 Grant

A proposal for "A Workshop to Assess Data Availability and Its Enhanced Use for Indian River Lagoon Research Management" was distributed in advance of the meeting. This proposal detailed the proposed new use of the \$37,363.39 grant rescinded by the Board of Directors at its April 30.

Chair Toner communicated his expectation there would be purposeful outcomes from the proposed new activities of this proposal. Davis shared there would be an Executive Summary which would include reports from all presenters which would be distributed to the public at large. Ensuring a media presence at the workshop and how best to create the most public awareness was discussed. All agreed that HBOI should be perceived as the leader and central source of information regarding scientific data about the Indian River Lagoon and growing the user population of that data to promote sound solutions for the health of the IRL.

The built-in 3% salary increase in the proposal budget as required by FAU's Division of Research on all proposals was clarified by Davis; it was understood any reallocation of those funds on this project should an FAU salary increase not be implemented would be discussed with the Foundation.

Kissman also took the opportunity to explain why the proposal was addressed to both HBOIF and the River Branch Foundation (Joe & Jennifer Duke's foundation). In the HBOI review of unspent donor funds to HBOI, it was discovered that this was one of three RFB donations that had unused funds. The amount for this one was \$16,605.39, making this total new project costs projected at \$53,968.78.

After discussion, it was approved unanimously to recommend to the Board to approve HBOI's proposal for the revised use of the rescinded \$37,363.39 from the HBOIF net proceeds from the 2013 **Love Your Lagoon** originally provided for "the workshops to define national priorities for estuarine observing systems and regional priorities for the Indian River Lagoon Observatory" for the new use of mounting "A Workshop to Assess Data Availability and Its Enhanced Use for Indian River Lagoon Research Management."

Based on approval by the Board at its June 25 meeting, Kissman noted to Davis that a formal funding letter would be provided.

B. HBOIF New Faculty Hire Grant Update and Request Regarding Possible Reallocation of Dr. Mike Twardowski's Salary

In advance of the meeting, Patrick Boles provided an updated New Faculty Hire model spreadsheet. In discussion, clarification regarding the current status of the funding projections for the eight new HBOIF-funded hires took place:

1. While individual salaries for the five hires to date had been negotiated based on rank and experience by Leinen and Davis respectively, in 2014, Davis "equalized" the start-up packages to be \$500,000 across the board. This resulted in a retroactive upgrade to Dr. Laurent Cherubin's and Dr. Mingshun Jiang's packages at about \$50,000 each. Davis alerted Kissman to this prior to doing so. At that time, it was discussed that HBOI was to view the Foundation's funding for this purpose as finite and HBOI would have to "make it up" elsewhere in the model through subsequent negotiations to hire all eight faculty members.
2. Due to salary negotiations and the equalization of start-up packages across the board, projections for the funding model for all eight new faculty hires (salaries, benefits, and start up packages) show that the final amount outlaid will exceed the grant by \$92,054.
3. Via memo provided to the Grants Committee in advance of the meeting, Davis requested the possibility that the HBOIF salary funding of the newest hire, Dr. Mike Twardowski be used to support salary for Postdoctoral Investigators, Research Technicians, Graduate Students and/or for Dr. Twardowski throughout the first five years of his employment (June 1, 2015 to May 31, 2020). The request was based on the fact that Dr. Twardowski, who began employment at HBOI on June 1, 2015, was in the process of transferring several Federal grants to FAU. These projects may support a portion of Dr. Twardowski's salary and he may not need the support from either HBOIF in his first five years or from FAU E&G or Auxiliary Funds.

The Grants Committee reiterated to Davis that the New Faculty Hire Grant was a fixed amount and additional funds for this purpose would not be available due to original funding intent. They expressed concern about whether HBOI would have the funds to hire the eighth faculty member due to current projections. Should current projections hold, they required Davis to provide a letter from FAU indicating the source of any additional funds which might be needed prior to finalizing the last hire.

After further discussion, the Committee unanimously approved to recommend to the Board the approval of the use of a reallocation of Dr. Mike Twardowski salary support provided by the HBOIF Faculty New Hire grant in years 1-3 (45% per year) and in year 4 (20%) to be used to support salary for Postdoctoral Investigators, Research Technicians, Graduate Students and/or for Dr. Twardowski throughout the first five years (June 1 2015 to May 31, 2020) contingent upon a "use it or lose it" within the 5-year period.

The Grants Committee further agreed unanimously that this salary reallocation would be for this specific hire only and should not be seen as on any remaining hires under the HBOIF Faculty New Hire grant.

C. HBO000 Account

Stewart provided information about the background of the HBOIF-controlled HBO000 account for HBOI at the FAU Foundation under the Memorandum of Understanding dated August 14, 2009 between HBOIF and FAU. After discussion, the Grants Committee unanimously approved to recommend to the Board to approve the use \$5,000.00 from the HBO000 account toward the purpose of development activities previously described as:

- 1) Design and printing of 10,000 donor response envelopes
- 2) Design and printing of 500 funding opportunities brochures

Kissman and Davis will create a protocol for handling incoming unrestricted donations to HBOI which are made out to or come through HBOIF. The Grants Committee agreed that there should be some avenue to satisfy donor preference in having HBOIF steward unrestricted funds.

The Grants Committee determined it would not recommend to the Board to the abandonment of HBOIF control over the FAUF Account HBO000 for HBOI.

Adjourn

There being no further business, the meeting was adjourned at 4:15 pm.