



## MINUTES

### Board of Directors NEES Consortium, Inc.

Thursday, May 8, 2003 from 8:30 AM to 10:00 AM PST  
Via Teleconference

**Time:** Meeting started at 8:34 AM Pacific Time  
**Attendance:** Directors: Thalia Anagnos, Craig Comartin, Gregory Deierlein, Ricardo Dobry, Helmut Krawinkler, Bruce Kutter, Kim Mish, Robert Nigbor, Andrei Reinhorn, J. Carl Stepp, Kenneth Stokoe, James Wight, Sharon Wood and Solomon Yim  
 (Absent: Ian Buckle)  
 Also present: Reed Helgens and Robert Reitherman, Consortium of Universities for Research in Earthquake Engineering

#### CONFIRMATION OF EMAIL BALLOT VOTE BY BOARD FOR 5<sup>TH</sup> AND 6<sup>TH</sup> SEAT ON THE EQUIPMENT SITE AND

The Board may appoint three seats on the Data Sharing Committee. Ian Buckle was appointed at the last meeting. The remaining two seats were to be voted upon by the board using a reduced ballot of candidates that included Andrei Reinhorn, Dan Wilson and Sharon Wood. The entire board voted by emailing their choices to Reed Helgens who tallied the votes. The results of the email ballot appointed Andrei Reinhorn and Sharon Wood to the remaining seats on the Data Sharing Committee.

#### NOMINATIONS COMMITTEE: VOTE ON EXECUTIVE COMMITTEE

Helmut Krawinkler made the presentation by the Nominations Committee. A single slate of candidates was presented for consideration by the board:

- Ian Buckle as President
- Bruce Kutter as Vice-President
- Bob Nigbor as Secretary
- Craig Comartin as Treasurer
- Greg Deierlein as Fifth Executive Committee Member

A motion was made and seconded to accept the slate of candidates proposed by the Nominations Committee.

Results of vote: Unanimous (14)

#### ADMISSION OF APPLICANTS FOR INDIVIDUAL MEMBERSHIP

Individual applications for membership in NEES were reviewed. Board Members had reviewed the CVs of the applicants prior to the meeting.

Motion was made and seconded to vote to accept for membership the following ten individual applications.

1. Bardet, J
2. Biscontin, G.
3. Bray, J.
4. Dowding, C.
5. Gica, E.
6. Kempner, L.
7. Mullen, C.
8. Kuchma, D.
9. Schellenberg, A.
10. Zaluzeck, N.

Vote: Unanimous (11)

#### ADMISSION OF APPLICANTS FOR INSTITUTIONAL MEMBERSHIP

Institutional applications for membership in NEES were reviewed. Board Members had reviewed the application for Institutional Membership prior to the meeting.

Motion was made and seconded to vote to accept for membership the following institutional application.

1. Columbia University

Vote: Unanimous (11)

#### REPORT ON EDUCATION, OUTREACH AND TRAINING COMMITTEE

Thalia Anagnos reported this committee was still in the inquiring phase, contacting individuals to see if they would be interested in serving on this committee. So far Gerard Pardoen was a definite yes. Targeting 10 to 12 people for this committee.

#### COMMITTEE SELECTION

There was discussion that the entire membership be invited to apply to join the committees of NEES Consortium, Inc. It was determined it would not be feasible to solicit interested individuals from the floor at the Annual Meeting, as the size of some committees have not yet been finalized and there would be little control over the expertise of the members using this method. The idea was presented to have corresponding members that could be on a distribution list that would advise them of committee activities without assigning voting privileges within that committee. Bob Reitherman pointed out that you do not have to be a member of NEES Consortium, Inc. to be a member of some committees. There was concern that committees allowed to be too large would be less effective in communicating among themselves. Question was raised whether committee sizes were flexible or fixed. For now, the committees are to be asked to limit core members to five, with more seats to be opened after the Annual Meeting. It was recommended that additional members to committees be pulled from current members of the Consortium.

#### REPORT ON DATA SHARING COMMITTEE

Per Kim Mish, Cherri Pancake is soliciting candidates for the I.T. Committee, however it does need to be repeated that Committee Chairs can present candidates for their committee to the Board for approval, but they themselves cannot appoint individuals to their committee. There was concern that individuals approached by the committee chairs would assume they were on the committee without being sanctioned by the Board.

#### EQUIPMENT SITE REQUEST FOR PROPOSAL DRAFT

As part of a ten-year operating proposal to be submitted to NSF this September 30, 2003 by the Consortium Development Project, a RFP draft was sent to the Equipment Sites for their input. Bob Nigbor, a Co-PI on the CD Project managed this effort. The final version of the RFP is to be released after the Annual Meeting.

Bruce Kutter expressed concern that the Board would not have an opportunity to provide input and be part of the proposal process. It was explained that the proposal would be filed by the Consortium to NSF. Each of the 15 Equipment Sites and a managing entity for the System Integration component would be issued subcontracts through the Consortium. By the end of August 29, 2003, the final budget with justification will be submitted to the Consortium Board of Directors to review. By Sept. 15, 2003, the proposal is to be submitted into Fastlane. As the proposal is developed the Board will be kept advised, but the responsibility of filing the proposal by Sept. 30, 2003, remains with the Consortium Development Project as part of their cooperative agreement. There was some discussion as to how to mesh efforts of the CD Project and NEES Consortium, Inc.

#### CD PROJECT TO BE APPOINTED AN AD HOC COMMITTEE

It was decided that a formal resolution would be drafted by Bob Nigbor to allow the Consortium Development Project to continue to represent NEES Consortium, Inc. during the completion of the incorporation process and in preparing the proposal to NSF.

#### NEXT MEETING DATE

Next meeting is scheduled for the evening of May 20, in Park City, UT.

#### MEETING ADJOURNMENT

Motion made and seconded to adjourn meeting. Meeting adjourned at 10:10 a.m. (Pacific Time).

Respectfully submitted,

Reed Helgens  
Temporary Secretary  
NEES Consortium, Inc.