

COSMOS

Consortium of Organizations for Strong-Motion Observation Systems

BOARD MEETING

17 November 2005

3:00 —7:30 PM

Westin San Francisco Airport Hotel
Burlingame, California

Board Members Present:

James Davis
Norman Abrahamson
John Anderson
Maury Power
Jerry Wright
Don Yule

Board Members via Telephone

Woody Savage
Farzad Naeim

Board Members Absent

W. D. Iwan
Mike Reichle

Others Present

Robert Bachman
Roger Borchardt
CB Crouse
Douglas Dreger
Moh Huang
Claire Johnson
Jose Martinez
Robert Nigbor
John Parrish (new California State Geologist)
Anthony Shakal
Jamie Steidel
Carl Stepp
Mindy Squibb
Jennifer Swift

Welcome to Board Members

James Davis

President Davis called the meeting to order at 3:00 PM. The Agenda is attached as Appendix A.

Review of March 16, 2005 Minutes

John Anderson

Minutes of the March 16, 2005 meeting were reviewed at the end of the meeting, since Secretary Anderson arrived at 3:15 PM. At that time, M. Power moved and N. Abrahamson seconded to accept the Minutes. The motion was approved.

President's Report

James Davis

The President's report is attached as Appendix B.

Treasurer's Report

Maury Power

- Finance Committee Report
- Review of financial procedures by accounting firm
- Review of COSMOS financial statements by accounting firm

- Budget plan for 2005
- Actual expenditures to date vs Budget Plan for 2005
- Statement of Accounts (cash on hand)
- Budget plan for 2006

The Treasurer's report is attached as Appendix C. Treasurer Power presented the report, and it was discussed in detail. The Treasurer noted that overall COSMOS is in good shape financially. For 2005, he estimates that at years end on a cash basis, expenses will exceed income by about \$9,000 and that the amount in COSMOS combined checking/savings will total about \$178,000.

R. Bachman suggested that it would help for clarity if accounts for individual projects were also presented separately. M. Power noted that C. Stepp keeps track of income and expenses for individual projects in this way.

Items in the 2006 preliminary budget include: income from contracts anticipated by Carl Stepp; anticipated membership revenue. Noted was that some of the Core Members have paid for a couple of years; extra funds from CSMIP were allocated to the COSMOS VDC. The 2006 budget does not include 15K/year COSMOS contribution to the VDC because of the new MOU between USGS and CSMIP and the VDC. COSMOS is still supporting the VDC Working Group. Expenses for 2006 are anticipated to be similar to expenses incurred in 2005. There is not yet a budget projected for the Short Course, however, it is assumed that we will break even. The gift to UCB to cover the gap in C. Johnson's salary between the CSMIP grant and the actual cost of her salary is anticipated to drop to 5k since we do not anticipate any time lapse in awarding the grant in the future. Our net income for 2006 is forecast at 11k.

The conclusion of the Finance Committee (W. D. Iwan, J. Davis, M. Power, C. Johnson, and R. Bachman) from their meeting with Dave Bott of Wilson, Markle, Stuckey, Hardesty & Bott is that our accounting procedures are reasonable for an organization such as COSMOS. A formal audit is not required for operations smaller than about 500k/yr, and is not necessary for us. However, our accounting firm will be conducting a review of COSMOS 2005 financial statements in January 2006.

N. Abrahamson asked why are we are willing to lose money on our Annual Meeting. Most organizations make money on their Annual Meetings? At present, we consider ourselves to be a young operation needing to establish ourselves more solidly, but we need to reconsider next year.

President Davis noted that the Board may have more questions after they have had the opportunity to review these documents in more detail. He requested that Board members should direct questions to the Treasurer with copies to C. Johnson, J. Davis, and R. Bachman, and can copy rest of Board if they wish. Our intent is that the finances of COSMOS should be transparent.

M. Power moved and J. Parrish seconded approval of the preliminary budget for 2006. In discussion it was noted that the miscellaneous category in this budget is intended to cover various expenses and these may include travel. The motion was approved.

Treasurer Power recognized Claire Johnson's efforts keeping the COSMOS books. President Davis thanked Power for his extensive efforts.

Director of Engineering Applications' Report

Robert Bachman

- Status of Workshops and Grants
- Plans for the November 18 Technical Session
- Plans for the COSMOS Short Course on use of Strong-motion data in design
- COSMOS support of the VDC
- New COSMOS Projects

The report of the Director of Engineering Applications is attached in Appendix D.

R. Bachman describes the Technical Session as top notch. He expects at least 100 people to attend. He believes the session will contribute significantly to the goals of NEHRP, help to develop a consensus on some of the issues, educate seismologists, and stimulate dialog between seismologists and engineers.

Design of a short course is continuing. J. Davis and the Short Course Committee are actively exploring cooperation with EERI (Craig Comartin). F. Naeim expressed concern that COSMOS would lose the opportunity to be better known if collaboration is not done right, but thinks cosponsorship will work. N. Abrahamson expressed concern about yielding control over course content to EERI, and J. Wright also asked who would control content if the course is cosponsored. R. Bachman suggested that the panel in tomorrow's session will be very important in setting the content of the course.

N. Abrahamson suggested that a motivation for joining COSMOS would be if, as a part of the data center for members only, the VDC implements our recommendations for selecting ground motion time histories matching certain criteria. He noted that this is a policy issue that the Board should consider.

R. Bachman reported that funding for the COSMOS Virtual Data Center (VDC) appears to be in good shape now, with joint funding from CSMIP and USGS.

At least one new project was discussed. W. Savage has contacted R. Bachman about possible COSMOS help to develop criteria for appropriately locating instruments within buildings or on lifelines. There are also issues with handling the large volumes of continuous, real-time monitoring from structures, and organizing this data so that building owners will be able to use it. A. Shakal noted that the data volume from a single structure can be significant compared to the data volume currently handled by a seismic network. J. Anderson, however, noted that seismic network operators should be involved. J. Steidl asked if this project would be organized as a workshop; W. Savage said that planning is still preliminary and how the project will be carried out is not fixed. J. Anderson and R. Nigbor (on behalf of the Senior Advisory Council) agreed to help W. Savage with planning.

President Davis thanked N. Abrahamson and R. Bachman for their efforts to organize the technical session tomorrow.

Projects Update

J. Carl Stepp

C. Stepp's report is included as Appendix E.

C. Stepp reviewed the report and, together with J. Swift and J. Steidl, responded to a few questions from the Board. C. Stepp particularly pointed out the interactions with the highway community, and suggested that there is a potential for stable funding for the VDC and GVDC from this source.

R. Nigbor asked about future projects C. Stepp noted that NSF is not currently a good source for funding. Their funding for geotechnical and earthquake engineering has been reduced to the level where only about 10% of the proposals are funded outside of NEES. R. Nigbor noted that NEES proposals will be due at the end of January, and inquired if COSMOS would entertain being a part of a NEES proposal. He has some ideas, and noted that J. Steidl might also. Would Board concurrence be necessary and possible on that time frame? President Davis noted that this is a well-received suggestion, and stated that he would find a way.

J. Steidl noted that in a meeting this morning, there was much enthusiasm for the VDC and GVDC to increase collaboration in the future. They see the potential for metadata that strong motion users want to use to be recovered through a seamless link to the GVDC, to find for instance any nearby borehole data. Conversely, a reference to a borehole in the GVDC might provide a reference to nearby strong motion data in the VDC. C. Stepp thinks that a large fraction of the strong motion data comes from locations where the GVDC will eventually identify nearby borehole data. A. Shakal wondered if NEES research projects might help fund the VDC; J. Steidl was pessimistic.

Report on Membership Feedback to Board by Chair of General Membership

Roger Borchardt

R. Borchardt received two responses from his survey of COSMOS membership. One suggestion was that COSMOS send out, via email, announcements concerning issues or funding opportunities of interest to the membership via email. The second was if the Board has ideas for long-term support of the VDC (now a less urgent problem).

Related to VDC support, A. Shakal and W. Savage made additional comments. A. Shakal distributed two additional documents. First (Appendix F) is a Memorandum of Agreement Between the California Geological Survey and the US Geological Survey on a National Center for Engineering Strong-Motion Data. The Memorandum is signed by John Parrish and David Applegate. The intent is to provide a common distribution system for CSMIP and USGS strong-motion data. The second (Appendix G) is Draft 3, dated June 27, 2005, of a white paper on "Support for Long-Term Operation and Development of the Functions of the COSMOS Virtual Data Center". The near-term plan is to jointly meet the costs of VDC as it is. A. Shakal and W. Savage are still talking about a long-term plan. They will welcome COSMOS input and intend to involve COSMOS deeply as a third party in all discussions. W. Savage promised another report at next Board meeting.

J. Davis suggested that we provide feedback to the General Membership that the dialog is going on, and urged the Board to relay information from the membership and to provide their own

input. Davis thanked R. Borchardt for his contribution, and thanked A. Shakal and W. Savage for their updates

Outline for the COSMOS Business Meeting for November 18

James Davis

J. Davis asked concurrence on the nomination of Roger Borchardt as Membership Chair at the COSMOS business meeting tomorrow. F. Naeim so moved, J. Parrish seconded, and the motion was approved.

Preview of the 2005 COSMOS Lifetime Achievement Awards

James Davis

J. Davis noted that at the meeting tomorrow, COSMOS will recognize two lifetime achievement awards. One is for W. D. Iwan, who was not able to attend, as he was readmitted to the hospital today. The second was for Carl Stepp.

The Board has moved towards establishing a COSMOS Bruce Bolt award. It would recognize significant contributions in strong-motion seismology in the name of a highly significant individual. It is exploring the idea of cosponsorship with other professional organizations. Davis has asked D. Dreger, W. Savage, and A. Shakal to serve on the Bolt Medal Committee, and others can join if they are interested. EERI is willing to cosponsor. He intends to also approach the Seismological Society of America (SSA). J. Anderson noted that the SSA has recently added its own Public Service Award; the first award will be announced shortly. Details on the criteria for awarding the medal remain to be resolved.

R. Nigbor noted a serious omission in that COSMOS would not be here without Cliff Astill. J. Davis agreed that the point is well taken. Among several options discussed, one possibility is to follow the practice of EERI to list honorary members even after they are deceased, and another is to recognize Astill posthumously.

VDC Update

Melinda Squibb

The report on the Virtual Data Center is included as Appendix H. As of October, it includes 515 earthquakes, 3108 stations, and 26,563 accelerograms. M. Squibb discussed highlights of this report and responded to discussion from the Board.

N. Abrahamson suggested that VDC be aggressive in seeking out more data, such as hard-to-find data from the eastern United States.

J. Steidl noted plans to insert a fact sheet on the VDC into the EERI newsletter and to submit a paper on VDC to *Seismological Research Letters*. He urged that COSMOS should have vendor booth at April 2006 EERI meeting. He suggested also that we should approach EERI and SSA to establish affiliate membership programs.

Davis thanked Squibb and Steidl for their update.

Report of the Strong-Motion Programs Board

Anthony Shakal

A. Shakal circulated and summarized a report of the SMPB conference call meeting of Nov. 3 (Appendix I). The report was discussed. A. Shakal requested COSMOS action on Item 1 in this report, related to encouraging private participation and funding of structural instrumentation. He suggested that COSMOS take the lead in promoting a change in the IBC to address the absence of any code encouragement for structural instrumentation and in developing a rationale for building owners to want structural instrumentation. J. Davis suggested that the SAC deal with this. Also, R. Bachman is deeply involved in code process. F. Naeim has also been working on exactly this issue.

Report of the Senior Advisory Council

Robert Nigbor

R. Nigbor handed out a written report on the SAC (Appendix J). The committee has been inactive. Nigbor believes it is time for SAC to reassess its role. He suggests that we change name to Science Advisory Council or Engineering Advisory Council and involve younger people, those active in research or practice, pointing towards future. A. Shakal and R. Borchardt both noted that the original idea was for SAC to bring in high-profile people for stature and fundraising. Responding to a question from N. Abrahamson, J. Davis noted that the Strong-Motion Programs Board is supposed to be a forum of representatives of the Strong-Motion Observations Systems in COSMOS for policy recommendations to the Board, while the Senior Advisory Council is supposed to be more a group for advising how to accomplish things. The two should be complimentary.

J. Davis suggested a committee look at the Charter and Bylaws and provide feedback to the Board on how to use existing bylaws to best advantage and how they might be changed to work better. He requested volunteers for this new committee? J. Steidl, M. Huang, R. Nigbor were drafted; J. Davis will discuss with others as well.

J. Parrish moved for consensus of board to allow President Davis to establish a committee that will continue to pursue how to get the most from the present charter, and to pursue also added ways that it might be modified for us to be more effective. N. Abrahamson second, approved.

Report on the Bolt Medal

James Davis

See discussion above.

COSMOS By-Laws and Charter Issues

Discussion of Board

Other Business

R. Bachman requested discussion about our next Board meeting. There is consensus that it is unwise to try to combine it with the SSA/EERI/Safer California meetings in April, 2006. There was a consensus that Friday is a good day for most of the Board to travel to a meeting. R. Bachman will use this as a starting point to set the date for the spring Board meeting.

C. Stepp put forth the idea of inviting networks established under the SAFER Cities to be recognized as “contributing strong motion networks.” They would not pay dues, but would receive this public recognition. R. Borchardt distributed a report on SAFER Cities (Appendix K).

He noted that the principles receiving these instruments have used them as a seed for larger projects, and they have been effective leverage for more funding from other sources. J. Anderson moved such approval, Shakal seconded, and the motion was approved. R. Borchardt suggested a letter from the President to each of these networks, recognizing the status.

J. Davis noted that he is open to suggestions on behalf of any members or Board members for input on issues to be considered. He announced that he will consider appointing a committee to plan for a dues schedule for 2006

J. Davis thanked R. Bachman and N. Abrahamson for organizing the Technical Session
He thanked Anthony Shakal and John Parrish for co-sponsoring the Technical Session
He thanked the guests for their participation and patience.
He thanked the VDC Advisory Committee and oversight representative for the VDC (C. B. Crouse).
He thanked M. Squibb, J. Steidl, and J. Swift for representing VDC and GVDC.
He thanked Stepp for his contributions.
He thank Borchardt for his activities.
He recognized M. Power for his tough job and indispensable service.

Adjourn at 7:25 PM

Submitted by John Anderson