

COSMOS
Consortium of Organizations for Strong-Motion Observation Systems

BOARD OF DIRECTORS MEETING

November 20
3:00 PM – 7:30 PM

Oakland Airport Hilton
Oakland, California

Meeting Participants:

Directors present:

W. D. Iwan
William U. Savage
Maurice Power
Norman Abrahamson
John Anderson
Douglas Dreger
John Parrish
Jaimison Steidl
Don Yule

Directors absent:

James F. Davis
Jerry Wright

Others Present:

Robert E. Bachman
Roger Borchardt
Claire Johnson
C.B. Crouse

MINUTES OF THE NOVEMBER 20, 2008 MEETING

WS called the meeting to order. He noted that that he will act as chair of the meeting in light of JFD's absence due to illness. WS indicated that following the election of the board officers, the newly elected board will transfer authority to the new president Also the agenda for the Annual meeting will be reviewed.

The minutes from the meeting of 5/1/08 were reviewed.

WDI moved they be accepted, JP seconded, and they were approved unanimously.

The Action Items in the previous minutes were reviewed.

1. WS noted that the Bolt Medal Nomination Committee has been meeting and that an announcement regarding the winner of the award is imminent. He will cover the announcement of the winner of the Bruce Bolt Medal in an upcoming COSMOS newsletter.
2. CMJ reported that research on accepting credit cards for the Technical Session found that the cost is prohibitive given monthly fees.
3. Parrish reported that he has contacted the Dept. of Water Resources regarding their membership, and CMJ confirmed that they have renewed their membership for 2008.
4. The issue of the website was tabled to New Business.
5. Power noted that excess cash in the COSMOS bank account has been moved into CDs with Charles Schwab.
6. NA indicated he would be pursuing the issue of recommendations from COSMOS for minimum sampling rate to be provided to the CMG in December.
7. Discussions regarding COSMOS Representatives for the CESMD Working Group were deferred until later in the meeting.
8. The Revised COSMOS Bylaws have been vetted by the lawyers and have been approved by the Board of Directors.

PRESIDENT’S REPORT: W. Savage for J. Davis

In light of JFD’s absence, WS noted that JFD did an excellent job of focusing on the future by the setting up of committees, a legacy that will move the organization forward to meet its mission and goals. REB suggested that the Board consider asking JFD to attend the BOD meetings as an ex-officio. This item was considered later in the meeting.

DIRECTOR OF ENGINEERING APPLICATIONS’ REPORT: R. Bachman

REB reported on the 2007 Technical Session. One hundred and five people attended. The content of the program was well received, although R. Hamburger felt that this was not an appropriate venue for critiquing ATC-58. Unfortunately, the ceiling height of the facility was low, making it difficult for folks in the back half of the room to see the on-screen presentations. This year’s Technical Session, titled, “Selection and Scaling of Ground Motions for Site Response Analysis and Geotechnical Evaluations,” will be co-sponsored again by COSMOS and PEER. The session will focus more on geotechnical issues as opposed to having a structural engineering slant as in years past. REB indicated that this year’s attendance is expected to be around 100, with little adverse effect from the economic slowdown. Additional costs will be incurred this year to pay travel expenses for the speakers, and it is planned to include such cost that in next year’s budget and income for the 2009 Technical Session. REB noted that the Technical Session is supposed to be revenue neutral, and we will factor this into the registration for 2009. NA noted that if COSMOS gave continuing education units for this, then it might increase attendance. REB thought it was possible and will check into it.

ACTION ITEM for REB: Look into making attendance at COSMOS Technical Session eligible for continuing education units.

REB noted that the code change proposal he had submitted to the 2009 International Building Code on behalf of COSMOS regarding required instrumentation in new buildings was not approved. The Structural Committee was sympathetic but felt it was an unfunded mandate. Concern was also expressed by the code committee that once the instruments were installed, there was no provision for retrieving the data and maintaining the instruments. If USGS-ANSS or CGS were to provide support, the proposal change would have a much better chance of being included. REB was not in a position to make that guarantee, and the new strategy is to propose the change in a non-mandatory appendix for the next edition of the IBC. CBC said that the ANSS Steering Committee will be meeting in January and that he would bring this up as COSMOS' representative.

ACTION ITEM for REB: Submit a new code change proposal for the next edition of IBC for a new new-mandatory appendix for the above.

ACTION ITEM for CBC: Discuss with the ANSS Steering Committee the potential for future ANSS support for data retrieval and instrument maintenance for IBC structural instrumentation.

REB noted that the amended Bylaws have undergone legal review. Two areas of concern after the lawyer's edits were regarding CORE members and their designated representatives, and the issues of a quorum for meetings. The current language in the revised Bylaws defines a quorum as one-third of the voting general membership. WDI noted that the legal rule is reasonableness, and the other is the 30% rule. REB suggested that we adopt Section 6 with the change of "voting power" to "total voting membership" per the email exchange among members of the Bylaws Committee.

WI moved to accept change, Parrish seconded. The motion passed unanimously.

REB said that final set of comments will be incorporated into the Bylaws and then it would be uploaded to the website. WS noted that per top of page 7 of the revised Bylaws, the Board may appoint JFD as a non-voting member and appoint REB as Director of Engineering Applications. He also noted that according to the revised Bylaws, JFD could have an honorary position as an ex-officio—not as a board member—and that he could be invited to attend by the Board. REB thanked everyone for their time and effort on amending the Bylaws, and that COSMOS is now operating in congruence with our Charter.

JP moved to adopt the new Bylaws, WDI seconded. The motion passed unanimously.

WDI noted that now COSMOS is operating in a completely legal fashion and thanked the absent JFD for all his time and effort in this matter.

WDI moved that we designate the title of Past President of COSMOS to JFD and that he be invited to future Board meeting per his desire to attend. JP seconded. The motion passed unanimously.

JP moved to accept the DEA's Report, WS seconded. The motion passed unanimously.

On May, 1 2009, the reappointment of R. E. Bachman to the position of Director of Engineering Applications for the calendar year 2009 was put to an email vote. Directors replying in the affirmative included N. Abrahamson, J. Anderson, D. Dreger, J. Parrish, W. D. Iwan, W. Savage, and D. Yule. Responses were not received from J. Steidl and J. Wright.

TREASURER'S REPORT: M. Power

MP provided an update of the 2008 Budget vs. Actual Income and Expenses and Balance Sheet, and introduced discussion of the proposed 2009 Budget. The Treasurer's Report, which is attached to these minutes, shows where COSMOS stands financially and includes projections to the end of 2008. The financial statement will be finalized at year's end and reviewed in January by COSMOS' accountants. The formal Financial Review will be presented to the Board at the Spring Board Meeting.

With respect to our performance for 2008, CGS's membership will provide additional income, in keeping with their \$20,000 membership dues. The latest CGS contract for \$39,500 will support the Technical Session and cover costs associated with the booth at the 14WCEE in Beijing. JP notes that COSMOS must invoice \$20,000 dues amount within the contract period. The 2008 Budget adopted in May 2008 is unchanged. Regarding activities in 2008, PEER Project 2L03 has been delayed principally due to suspension of work due to the state budget impasse. Work was ordered to be stopped on 7/31/08 and the suspension of work order was lifted effective 10-25-08. Most expenditures and income on Project 2L03 will be deferred until 2009. Member income is slightly below anticipated, but will be essentially equal to the budget amount by the end of the year. Monies from the COE for their dues for 2008 will be forthcoming. MP reported that COSMOS Membership basically remains unchanged. REB noted that monies spent in Beijing for the 14WCEE should be assigned to the International Committee's expense budget. Interest income for 2008 was substantially higher than in previous years. Projections of interest income earned by end of 2008 will be close to budgeted amount. Monies from the Schwab CD account are paid at maturity in the spring.

For the 2009 Budget, MP queried the Board regarding: budgets for the four standing committees; increasing CMJ's hours to sixteen hours per week, and whether and how much we should budget for COSMOS' role with the CESMD.

It was moved and seconded to increase CMJ hours from 13 to 16 hours per week. Motion was approved.

ACTION ITEM for MP: Arrange for two lump-sum payments over the course of one year to U.C. Berkeley via the Gift Account to provide the funding for CMJ's salary based on 16 hours per week.

ACTION ITEM for MP: Provide WDI with history of liabilities.

UPDATE ON BRUCE BOLT MEDAL: W. Savage

WS reported that agreements have been established among COSMOS, SSA, and EERI regarding the establishment of the Bruce Bolt Medal. Invitations for nominations were sent out in early October, with receipt of nominations closing on 10/31/08. All three organizations have agreed to have the medal awarded in 2009 at one of the three annual meetings, with the meeting choice made by the medal recipient. Bob Olsen, with help from EERI, will take the lead in developing the physical manifestation of the medal.

UPDATE ON SAFER CITIES: R. Borchardt

RB reported that interest in the program seems to be waning. USGS has 50 SMAs and CGS an equal amount. A large program to develop a digital instrumentation program is underway in China; however, the Chinese government has indicated that they might be interested in placing these SMAs in certain provinces and with provincial governments. RB has asked for a status report on current instrumentation, but has not received a response.

UPDATE ON INTERNATIONAL COMMITTEE: W. D. Iwan

WDI reported that the Strong-Motion Forum at the 14WCEE was an excellent way to introduce COSMOS as an international organization. Care was taken not to position COSMOS as the authority on strong-motion measurement, but more of a role as a facilitator and coordinator. Discussion centered on working with IASPEI and/or IAEE (where a joint committee of the two organizations would be beneficial). A number of Chinese researchers expressed serious interest in working with COSMOS. We established contact and the feedback was very positive. JS met with representatives from NERIS and that has proved fruitful.

ACTION ITEM for WDI: Contact IAEE and set up collaboration, with an emphasis on engineering because of the importance of strong-motion in engineering applications.

UPDATE ON VDC TOOL COMMITTEE: C. B. Crouse

CBC indicated that there is a hold on VDC Tool Committee activities until the contract between UCSB and consultant is firmed up to transfer the VDC from a MAC platform to a PC platform. He suggested adding Hamid Haddadi to the committee. Given the delay, he believes that a \$1000 budget for 2009 is more than adequate.

UPDATE ON INSTRUCTION DVD COMMITTEE: D. Dreger

DD noted that this committee had largely been inactive, and he requested input on addressing the feasibility of an educational module focusing on record selection. His goal is to have something concrete to report on for the Spring Board Meeting and in the summer have a face-to-face meeting with committee members. By that point he should have the scope finalized. He believes

that \$1000 for 2009 is more than adequate. He also noted that the NRC has issued a new call for educational initiatives and this might be an excellent funding source.

UPDATE ON MISSION and VISION COMMITTEE: J. Parrish

JP moved to adopt the new Vision statement developed by the Mission and Vision Committee. The motion was seconded by JA and approved unanimously. The Vision statement as approved is as follows:

COSMOS is a global focal point of international leadership, interaction, and cooperation for the acquisition, processing, dissemination, and application of earthquake strong-motion data.

JP moved to adopt the Mission statement developed by Mission and Vision Committee. The motion was seconded by JS and approved unanimously. The Mission statement as approved is as follows:

To advocate for the establishment of strong-motion measurement systems; to promote the development and adoption of verifiable, internationally accepted standards for the acquisition and processing of earthquake strong-motion measurements; and to promote the global application of strong-motion measurements by design professionals.

UPDATE ON THE WORKING GROUP OF THE CESMD: R. E. Bachman

REB noted that the Working Group to the CESMD needs to be established so that we can present this to the Advisory Group of the CESMD for their approval.

ACTION ITEM for WDI: Nominate C. B. Crouse as Chair of the CESMD Working Group.

ACTION ITEM for CBC: Assemble a slate of candidates for CEMSD Working Group.

REB asked JP if the CESMD had considered funding the expenses of this group, and JP replied no. WUS suggested identifying any funding needs and in addition to the slate of names for the committee, put any funding requests in a formal letter to the Advisory Committee. CBC suggested combining the Tool Committee (now including H. Haddadi) and the Working Group, and that the \$1000 budgeted for the Working Group be incorporated into the budget for the Tools Committee. A budget of \$ 1000 was agreed to for the COSMOS 2009 Budget for the CESMD Working Group.

2009 BUDGET APPROVAL

REB made a motion to approve the Preliminary 2009 Budget as revised, JP seconded. The 2009 Budget was unanimously approved with the understanding that a revised budget, to be presented to the Board at the Spring 2009 meeting, would incorporate the above inputs provided at the November 2008 meeting.

UPDATE ON THE BOD ELECTION

CMJ notified the Board that W. D. Iwan and John Anderson were elected to a one-year terms, Maury Power and D. Dreger were elected to a two-year terms, and Norm Abrahamson and Jamie Steidl were elected to three-year terms on the COSMOS Board. REB thanked the Nominating Committee

JP moved that the Board of Directors certify the results of BOD election. WDI seconded and the motion was unanimously approved.

COSMOS OFFICERS ELECTION

A slate of officers was proposed was a follows: W. D. Iwan as President, W. U. Savage as Vice President, Jaime Steidl as Secretary, and Maurice Power as Treasurer. It was noted that per the revised Bylaws, the COSMOS officers are selected by the BOD.

JP moved that the proposed slate of officers be adopted by the Board and JA seconded. The motion was unanimously approved.

REMARKS BY NEW PRESIDENT: W. D. Iwan

WDI remarked this was an illustrious group and that he appreciated all the hard work done by Bruce Bolt and JFD in their roles as the previous COSMOS presidents. He was pleased that COSMOS is now on firm legal footing. He is looking forward to working with the Board and appreciates their vote of confidence.

REMARKS BY THE OTHER OFFICERS

REB recommended that COSMOS abolish the Chair of the General Membership. Now that the Bylaws have been restructured, he believes the position is obsolete. JP agreed.

JP moved that the Board eliminate the position of Chair of the General Membership and DY seconded. The motion was unanimously approved.

OTHER BUSINESS:

It was decided to hold the Spring Board Meeting in May with the actual date depending on availability of the BOD members.

JP moved to adjourn the meeting and JS seconded. The motion was unanimously approved.

Meeting Adjourned: 7:20 pm.