

## Dryad Board Teleconference Minutes

27 August, 2013 11:00 AM ET, 8:00 PT 16:00 GMT

**Present:** Michener, chair; Bloom, Fenner, Fox, Ferguson, Hodson, Holyoak, Lavoie, Sansone, Smit, Tenopir. **Absent:** Vision **Other participants:** Wendell, Schaeffer

Michener called the meeting to order at 11am, and mentioned that the new member orientation was held 3 weeks ago.

1. Welcome, review of agenda, and request for additional items (none offered).
2. Officer Election Results - Laura
  - a. Unanimous approval of candidates: Chairman, Michener; Vice-Chair, Bloom; Treasurer, Lavoie; Secretary, Vision
3. Review and approval of minutes - Chair
  - a. [Minutes from 21 May Board Meeting](#)  
No changes or corrections. Motion carried unanimously
  - b. [Minutes from 24 May Board Meeting](#)  
No changes or corrections. Motion carried unanimously
4. Brief Reports
  - a. Financial Report – Lavoie and Wendell
    - i. Budget vote via email: unanimously approved by 10 participating members
    - ii. Updated Financial Report for FY2012-13  
Liabilities exceeded revenues for last year
  - b. Membership/Customer Update - Wendell
    - i. Revenue through June 30, 2014 (excluding prepayment for future years)
      1. Purchase Agreements written in conjunction with legal counsel
      2. \$8000 signed agreements
      3. \$20,000 agreements completed and awaiting signatures
      4. \$19,000 estimated revenues from expected subscriptions
      5. \$4,500 Membership dues
      6. \$12,00 projected revenue from deferred plans
      7. \$32,000 is secure revenue
    - ii. Current membership status:
      1. 22 charter members
      2. 2 have decided to pay early
      3. 4 new members also pending
      4. 3 charter members have not renewed
  - c. Sloan Grant Update - Wendell
    - i. referred to email update (call scheduled with program officer for this week)
  - d. Payment System Update - Wendell
    - i. Payment system launch Tuesday Sept. 3
    - ii. Usability testers thanked; continuing to make improvements
    - iii. PR continuing: blog, twitter, email lists, website announcements

*Q: Can you submit without completing the payment process?*

Approved at Board Meeting on November 23, 2014

*A: Dryad verifies card on submission, but does not charge it till acceptance; author can still make changes to the payment type with Dryad staff help*

*Q: How long is the gap between submission and billing?*

*A: depends on workflow; normally less than 48 hrs; review workflow may take longer*

5. Action Items

a. Review MOU with Duke and FASEB contract - Wendell

- i. MOU w/Duke will clarify the arrangement between Dryad and Duke during the NSF grant period (through Feb 2016)
- ii. Document currently being reviewed by Duke counsel
- iii. Question regarding NESCent's ability to continue administrative support after Nov, 2014 when NESCent is slated to end

*Q: Is NESCent seeking more funding from NSF or elsewhere?*

*A: There is a prospect of continued baseline funding from Duke, NCSU and UNC*

b. FASEB will support payment systems and membership tracking and renewals; waiting for the contract to be approved by Duke.

6. Populate Task Forces and Committees – Michener sought members for one task force and 2 standing committees

- a. Membership Task Force: short-term appointment to determine procedures for member applications, recruitment, review dues structure, review payment policies; developing a strategy for increased membership. Volunteers: Ferguson (chair), Fox, Hodson, and Fenner.
- b. Governance Committee membership: Michener, Vision, Fox, Tenopir, Fenner and Sansone (chair)
- c. Finance Committee membership: Lavoie, Holyoak, Bloom, Ferguson, Hodson and Smit.

7. Review Logistics/Agenda for November Meeting - Michener

a. Meeting logistics and Travel information

- i. Wendell: registration necessary for all participants; hotel & travel info shared with Board members; alcohol policy noted. Wendell to follow up on logistical questions

b. Reviewed the draft agenda; suggestions as follows:

- i. Technical report should be moved to the afternoon so that US staff can participate
- ii. Include update on curation time in technical report
- iii. Include feedback and updates on the payment system
- iv. Discuss the Terms of Service
- v. Clarify the finance committee's charge
- vi. Explore scope of Dryad in light of contacts with Mark Thorley of NERC (UK) which would like to partner with Dryad to develop a better user interface. Hodson in regular contact with Thorley and can work with him to prepare a summary for the Board to review.

8. Meeting adjourned at 12:12.