

Minutes of the Dryad Board of Directors, January 2018

Hosted by Research Square, Durham, NC

January 29-30, 2018

Approved February 7, 2018

Monday, Jan 29

1. Meeting called to Order by Lin (chair) at 8:40am ET

*Directors in attendance (in person): Dillo, Hole, Lin, Michener, Murphy, Strasser, Vision /
Directors in attendance (remote): Bruna, Eaton, Fox, Nilsson / Regrets: Hodson*

Dryad staff in attendance: Executive Director Meredith Morovati, Operations Manager Elizabeth Hull, Repository Architect Ryan Scherle, Curators Erin Clary and Debra Fagan

2. Introduction and setting of expectations for meeting by Lin. Announcement of upcoming departure of Meredith Morovati as Executive Director. Plans for Operations Manager Elizabeth Hull to take on added responsibilities in the interim period, while a new Executive Director is found.
3. Approval of prior minutes

Motion: Approve minutes from November 2017 teleconference. Proposed by Fox, seconded by Vision. Passed unanimously.

4. Executive Director Report. Morovati presented a general status report covering finances, staffing levels, and ongoing partnership discussions.
5. Technical Report. Scherle reported on progress on major development projects, which are coming to a close, and the need for guidance from the BOD for what to prioritize next. BOD encouraged continued focus on the system's ability to support growth and increase efficiency.
6. Curation Report. Clary and Fagan provided an overview of the Dryad curation process and the largest obstacles and time-sinks curators face, including increasingly larger file sizes, human subjects anonymization, and unusual file formats. BOD members suggested ways partner journals might help head off some of these issues before submission.
7. Finance Report. Hole and Morovati focused on efforts to smooth out cash flow throughout the year and evaluate income levels against expenses. Initial discussion of how any surplus funds should be used.

8. Group discussion/ideas brainstorm. Lin directed the BOD in an exercise to generate ideas for growing existing revenue sources and expand to new sources of revenue. Groups then broke out by task force (Growth and Business Models) and worked to refine and rank the ideas.

Adjourned for the day by Lin (Chair) at 5:30pm ET

Tuesday, Jan 30

9. Meeting called to Order by Lin (chair) at 8:45am ET

*Directors in attendance (in person): Dillo, Hole, Lin, Michener, Murphy, Strasser, Vision /
Directors in attendance (remote): Bruna, Eaton, Nilsson / Regrets: Hodson, Fox*

Dryad staff in attendance: Executive Director Meredith Morovati, Operations Manager Elizabeth Hull

10. Welcome and introduction from Research Square hosts, Ben Mudrak and Lindsay Best Miller.
11. Finance discussion, part 2. Returned to the possibility of extra funds and what should be done with them. Agreement that any extra funds should be saved and used to help create a savings buffer, to put a new Executive Director in a more advantageous starting position.
12. Growth and business model discussion, part 2. Further refinement of ideas from previous day and Kellogg Logic Modeling exercise on "top 5" ideas in each area.
13. Activities reality check discussion. Given priorities defined and explored, identified activities that can be begun/continued with current resources, taking ED transition into account. A set of 4 priorities was identified to focus on in the short term, with specific assignments for BOD task forces and staff.
14. Executive Director recruitment. Preliminary discussion of desired qualifications and attributes, search process, and timing.
15. Administrative implications of Morovati's departure. How to transition administration of current grants from the National Science Foundation and Robert Wood Johnson Foundation, as well as bank signing authority.
 - a. Need for an MOU to cover Vision's role as PI of the NSF grant after he rotates off the BOD.

Motion: BE IT RESOLVED, that the following can and will be removed from check-signing authority over Dryad's finances.

**Meredith Morovati
Deborah Diddle**

Todd Vision

and, that the following should have check-signing authority over Dryad's finances.

**Jennifer Lin
Elizabeth Hull
Brian Hole**

Moved by Michener, seconded by Dillo. Approved unanimously.

Adjourned by Lin (Chair) at 3:05pm ET