

Supercomputing Challenge Meeting Minutes August 13, 2019

Attendees:

- Matthew Curry
- Patty Meyer
- Karen Glennon
- Darko Stefanovic
- Kaley Goatcher
- Tim Thomas
- Celia Einhorn
- Ron Davis
- Amy Knowles
- Teri Roberts
- Tom Bowles
- On the phone
- David Kratzer

5:13 - Call to order

5:14 pm - Induction of new board members

Darko has been inducted as a new board member

Tony has submitted his official resignation to the board; board has accepted this resignation

5:17 pm - A proposal on metrics of success [Curry]

Evaluations are performed for every student for every year who complete the challenge:

- interim evaluations
- judge evaluations at Expo

and they get immediate feedback. These are not archived.

5:49 pm - Website renovation [Davis]

Ron – I have a meeting to discuss this later this month. I am looking to see about getting a website creation service donated or greatly discounted. I am looking for a list of features that we are wanting to have on the website

Matt – sounds like we need ability to modify things and have design help

Teri – we have \$15k

David – we hosted at LANL till 2015 then we set up GoDaddy

David – we have a database that needs to be integrated with the webpage

Ron – what I am looking into will be initial design, flow, and maintenance

Celia – the problem here is going to be timing... we're hoping registration goes live on Sept 21st

Ultimate plan might be to limp along and not rush anything

[board action] send suggestions to Ron before Aug 20th. [Celia] will set up a Google Doc

6:05 pm - RPSP w/ New Mexico Tech [Staff]

Celia - Research and Public Service Project (RPSP) Higher Education Proposal

They need a budget narrative, awards, private donations, etc.

Douglass Wells at NMT wants to tie this in with the new Cybersecurity department. Proposal needed by the end of the month (August)

We're asking for \$125k annually which would go toward STI. In years past, Tech has taken nothing as overhead

Amy – I talked with Lori who suggested doing project startup sheets for new teams

Proposal due September 16th. Douglass wants it by the end of the month for his review

6:26 pm - Budgetary discussion and passage [Roberts]

Teri – 50k should be coming from the director's office. Bob had previously submitted a proposal for \$235k and LANL has requested an invoice for up to that amount. This invoice must align with LANL FY (closes Sept 30th). In the future, these funds will drop to around \$150k (ish) and be given to us through NMC.

Allowable expenses:

- Labor
- supplies
- equipment
- office supplies
- licenses
- web stuff

Unallowable expenses:

- things that we're giving away
- hotels
- food
- things not physically delivered by Sept 30th

6:30 pm - NMC/LANL Foundation discussions [Bowles]

Tom - This is tied in with Teri's discussion above

We need to decide if we want to take something to the legislature

We need to get a written proposal/idea together by mid-September

Any funding that would come from the state is still going to be a year away

[Tom] – send out a poll to figure out who want to participate and set a date/time

It seems though, overall that we have continual support from LANL moving forward through NMC

7:02 pm – more financial stuff [Roberts]

Teri - Quickbooks has a new feature where you can attach a donor with incoming money so you can track who/where it came from

Matt – we need to be very mindful of our budget and have course bins (e.g. if a hotel room goes up 5% it shouldn't kill the budget). Budgets are supposed to be more frequently updated and not just looked at once a year. We can vote on simple budget modifications over email

Proposed budget has been approved unanimously by the board

[Matt] – send out budget to be updated to Teri. New budget will be sent out via email for board approval to modify revenue and remove scholarship info

7:27 pm - New Bank Account: Bank account signatories [Roberts]

Matt – who are the current signatories?

Teri – David, Patty, Teri, Bill

Currently we need two signatures if check is over \$10k

Do we need to modify this current process?

Tim – is there an advantage to having this process?

Matt – absolutely

Teri – we currently have 4 debit cards (Patty, Bill, David, and Teri have one). They have daily limits though

After discussion, we have decided to keep the current signature processes as-is

Motion unanimously approved to open a new bank account with Nusenda

Motion unanimously approved to add Teri, Bill, Patty, David as signatories to the new bank account(s) created with Nusenda

Once a new executive director is appointed, he/she shall be added as a signatory to the Nusenda account(s)

7:42 pm - Conflict of Interest Forms [Curry]

[Matt] – send out Conflict of Interest forms to the board for everyone to fill out

7:43 pm - Email distribution list issues [Curry]

Matt – realized that emails going out to the board alias were not getting delivered to himself

We may need to reach out to GoDaddy for support

Matt - Since we're a non-profit, we get Google email tools for free that may allow us to try something new instead of GoDaddy

[Matt] – try out Google email service tools

7:51 pm – Closing remarks

Tom talked with the owner of the Los Alamos Daily Post and they will be publishing a story about our 2019 winners. This gets published to all 50 states and 126 countries!

7:54 pm - Proposal: New logo for FY21?

Matt – What are everyone's thoughts on changing the logo?

Kaley – well we definitely shouldn't be against change, but it has to be a logo that represents our organization

[Tim] – lead a task force to examine changing the logo

Matt – would like to nominate Char Arias to join the board and motion we induct

Summer report (STI) [Staff]