



GEMINI BOARD MEETING

HILO, HI - 11-12 NOVEMBER 2002

Resolutions Arising from 11-12 November 2002 Meeting of the Gemini Board of Directors

- 2002.B.1 The Board commends the Observatory for the improvements that have been made in telescope performance and efficiency over the last few semesters and considers the Observatory to be in a strong position now to maximize the scientific output of the telescopes.
- 2002.B.2 The Gemini Board recognizes the serious burden placed on the Observatory by the reporting requirements for various annual and semi-annual advisory committee meetings. Having examined the schedule of future meetings of the Board and advisory committees to the Observatory, the Board now wishes to limit its future meetings to Observatory sites, and mandates its advisory committees and those of the managing organization to meet at those same sites, beginning immediately. Starting in 2003, the first semester meetings will be held in La Serena, Chile, and the second semester meetings in Hilo, Hawaii.
- 2002.B.3 To reduce the burden on the Observatory, the chairs of the Board, GSC, AOC-G, will facilitate the coordination of their meetings with the Observatory, by setting the agenda and identifying issues for discussion at meetings well in advance. The meeting papers should be prepared in a uniform style, with introductory memos that focus on issues to be discussed at the meeting. The Board endorses the Observatory's plan for electronic distribution.
- 2002.B.4 The Board approves the plan for observing for semester 2003B, namely, that on Gemini North, 55-65% of time will be used for science observations and the remainder for engineering and instrumentation commissioning. On Gemini South, 50-60% of time will be used for science observations and 40-50% will be used for engineering and instrumentation commissioning, subject to the instruments being available.
- 2002.B.5 The Board notes and endorses the recommendation of the Gemini Science Committee that at least 70% of total nights be reserved for science on Gemini North from 2004A, and that this limit be applied to Gemini South as soon as there are two commissioned facility instruments available. The Board recognizes that this will have an effect on the instrument commissioning schedule.
- 2002.B.6 The Board endorses the Observatory's exploration of options to have MICHELLE stay at Gemini through semesters 2004A and 2004B, to take advantage of the potential for follow-up observations for SIRTF. The Board endorses the



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possibility of direct allocation of telescope time to the U.K to enable MICHELLE to remain permanently with the Observatory.

2002.B.7 The Gemini Board notes the protracted efforts of the designated members to establish a plan for the disposition among the partners of the 5% Chilean share of Gemini and the previously purchased Chilean time by the US, the UK, and Australia. The Board approves the final purchase of shares in the proportions 52.5% to the US, 30% to Australia, 15% to Canada, and 2.5% to Brazil. The nights of time previously purchased by the US, the UK, and Australia will be paid back from the 5% Chilean share at half the number originally purchased, namely 17.55 nights to the US, 8.775 to the UK and 1.5 to Australia, over a period of 6 years, beginning in 2002. In addition, the US, Australia, Canada, and Brazil agree to compensate the UK for the cost of their remaining 8.775 nights with additional cash payments in 2002 and 2003. The Board resolves to facilitate the payment of the outstanding operations costs from 2001 and 2002 due to the change in Chile's status and to make their best efforts to make payments as soon as the 3rd amendment to the Gemini Agreement, the Cooperative Agreement between CONICYT and the Gemini Parties, and the revised Administrative Guidelines are reviewed and signed by their respective countries.

2002.B.8 The Board notes the situation regarding payment of Brazil's contributions and is satisfied with the explanation and proposed schedule of payment provided by Brazil, and expects full payment of 2002 operations by May 2003. The Board will examine the situation again at the May 2003 Board meeting. If Brazil has been unable to fulfill its 2002 commitments the Board will instruct the Executive Agency to advise the Observatory, through the Managing Organization, not to allocate time to Brazil in semester 2003B.

2002.B.9 The Board requests the AOC-G to look at issues of scientific staffing at Gemini, addressing specifically (i) the level of staffing, (ii) the effectiveness of carrying out research, (iii) ability to support Observatory operations and (iv) ability to achieve goals for telescope science availability. The AOC-G should consider near term staffing issues as well as the Director's proposed augmentation in scientific staffing over the period 2006-2010. They request the AOC-G to prepare a report with specific recommendations on how to achieve the Observatory operational goals and report to the Board at its May 2003 meeting.

2002.B.10 The Board recognizes the critical importance of the Aspen Workshop for the future planning of the Observatory. The Board encourages the workshop participants to frame the resulting scientific goals in terms of fundamental scientific questions which will identify the instrument capabilities necessary to answer them. The Board recognizes that this implies a substantial investment in time and effort on the part of the workshop participants and points out that the Observatory expects to provide a



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modest level of support to the preparations. The Board urges the workshop participants to think in terms of collaborative efforts among the partnership.

2002.B.11 The Board noted the Director's ambitious vision for the aspirations of the Observatory beyond 2005 and the plans underway for the Aspen Workshop to help define the scientific vision that motivates these aspirations. The Board established a strategic planning group, chaired by Wayne Van Citters and consisting of Richard Wade and representatives of Canada, Australia, and Brazil to be named. The group is charged with developing and recommending to the Board a strategy for obtaining the necessary resources to implement the scientific vision that is established over the next year. The working group should report on progress at the May, 2003 Board meeting.

2002.B.12 Recognizing the impact of the economic difficulties facing Argentina, the Board plans to assume the remaining Argentina share of operation costs and observing time for 2002 and plans on a continuation of this arrangement in 2003. The Board agrees to assume Argentina's observing time and operations payments in proportion to the partner shares established after the buy-out of the Chilean share. The Board further agrees to make payments of the 2002 Argentine operations costs according to the normal payment schedule for 2003 contributions. The Board recognizes that Argentina has made partial payment of \$43,491 toward 2002 operations.

2002.B.13 The Gemini Board notes the report of the Future Visions Working Group, and its recommendations. Following the report, the Board recommends that in the future, instrument teams should span a sufficient number of groups and partners to ensure that teams have the required range and depth of skills to ensure timely delivery of instruments to specification and budget.

The Board also requests the Director and a working group to develop proposals for revised procedures for the time allocation process that will seek to provide equitable treatment for proposals spanning more than one TAC and that do not unnecessarily disadvantage time requests because of their size. The working group comprises Gary Da Costa, as Chair, Greg Fahlman, Phil Puxley, and additional members from the ITAC, to ensure sufficient representation from the partnership. The group should report to the Board at its May 2003 meeting.

2002.B.14 The Board recommends the Gemini Science Committee consider organizing a workshop of users of the Gemini Observatory to foster scientific collaboration among the partnership.

2002.B.15 The Board notes the draft proposal MOU between the Observatory and the National Gemini Offices presented to the Board, and looks forward to seeing the final signed versions.



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2002.B.16 The Gemini Board approves the revised 2002 Construction Budget of \$755,868 as presented by the Observatory and recommended by the GFC. In addition, the Gemini Board approves an additional \$35K for the Coast Steel Punch List for spares and the use of \$11.3K for NIRI contract reduction for NIRI rework and spares.

The Gemini Board approves the revised 2003 Construction Budget of \$65,000, representing the roll-over of unused 2002 funds into 2003. The Gemini Board notes that there has been a settlement with Coast Steel and the Observatory expects all construction expenditures to be finalized in 2003.

2002.B.17 The Gemini Board approves the revised 2002 Operations Budget of \$27,930,285.

The Gemini Board approves the proposed 2003 Operations Budget of \$30,858,707.



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**Actions Arising from the Meeting of the Gemini Board of Directors –
November 2002**

To the Observatory: The Board requests that the Director compose a letter to Pat Roche, acknowledging and thanking him for his exemplary service on the Gemini Science Committee.

To the NSF: Distribute the previously formulated charge to the Visiting Committee to the Board members.