



Meeting of the SAON Executive Committee (EC)	
When	24th February 2017, 16-17 CET / 10-11 AM EST
Venue	Teleconference
Participants	Allen Pope (AP), Eva Kruemmel (EK), Jan Rene Larsen (JRL), Larry Hinzman (LH), Lars-Otto Reiersen (LOR). Peter Pulsifer (PP) (text over Skype)
Apologies	Christine Daae Olseng (CDO), Lisa Loseto (LL), Hannele Savela (HS)
Meeting notes	JRL

Agenda:

1. Agenda for the Board meeting 7th April
2. Plans for the Retreat
3. Plans for developing framework documents, including funding and outreach plans.
4. Plans for updating SAON ToR
5. AOB

Minutes:

Ad 1. Agenda for Board meeting 7th April

The SAON Committees and its members have been invited to join the meeting in the morning.

LH said that the biggest challenge to SAON is the statement put forward from the Arctic Science Ministerial. There were similar statements from the Arctic Council. The question is how to meet these challenges? It is not just a strategic plan that is needed, but also statements about short, medium and long-term goals. From such statements, the participants to SAON should be able to read 'what is in it for me?'

A priority for the meeting will be to increase the involvement of the Board members. Prior to the meeting, the countries will be asked about their expectations to SAON.

- ✓ JRL and CDO to develop an agenda outline
- ✓ JRL to contact Hajo Eicken on the development of a Strategic Framework/Work Plan/Business Plan

- ✓ JRL to contact Board members, asking them prior to the Board meeting, to formulate their expectations to SAON in one paragraph.

Agenda items will be:

- Outcome of the Arctic Science Ministerial
- Outcome of the Arctic Observing Framework Workshop
- Outcome of the Arctic Workshop of the Transatlantic Ocean Research Alliance
- National SAON offices; Jeremy Mathis (NOAA, USA) will be asked to present
- Arctic Observing Summit: SAON is not high-lighted enough as the organising team. It should be ensured that AOS is recognised as a principal SAON activity.

Documents to be prepared for the meeting:

- Strategic Framework/Work Plan/Business Plan outline. Hajo Eicken, UAF will be asked to work with the Executive on this.
- Funding strategy outline
- Outreach strategy outline

It was discussed, if there were specific secretariat tasks that could be assigned to the IASC Secretariat. LH said that it should also be investigated, what the US SAON office could do, also for the international work; other countries could contribute in a similar way.

Funding strategy

LOR explained that the annual budget for the Secretariat is 200.000 euros, paid by the Norwegian government as a contribution to the AMAP Secretariat. From 2017, this has been cut to 100.000 euros.

Ad 2. Plans for the Retreat

The Retreat will be held 28th - 29th June in USA. LH will apply for funding from NSF.

Ad 3. Plans for developing framework documents, including funding and outreach plans

Covered above.

Ad 4. Plans for updating SAON ToR

JRL has started updating the SAON ToR, but a major revision must await the strategic discussion.

Ad 5. Any Other Business

The funding of Arctic Observing Summit was discussed: 40.000 euros will have to be guaranteed for the conference space to be reserved. Registration fee is expected to cover these costs (200 euros with 200 participants). IASC will guarantee half of this, and AMAP will guarantee the other half. AMAP, IASC and SAON should be endorsed as the primary sponsors.

- ✓ JRL to contact the European Commission, if they are interested in supporting other parts of the budget of the conference, like travelling support.