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| Meeting of the SAON Executive Committee / SAON Retreat Organizing Committee | |
| When | 30th May 2017, 16-17 CET / 10-11 AM EST |
| Venue | Teleconference |
| Participants | Christine Daae Olseng (CDO), Eva Kruemmel (EK), Hajo Eicken (HE), Jan Rene Larsen (JRL), Larry D. Hinzman (LH), Mikko Strahlendorff (MS) |
| Apologies | Allen Pope (AP), Hannele Savela (HS), Lars-Otto Reiersen (LOR), Nicole Biebow (NB), Peter L. Pulsifer (PP), Peter Schlosser (PS) |
| Meeting notes | JRL |

Agenda:

1. Status on development of strategic document
2. Process from now
3. Agenda for Retreat

Minutes:

Ad 1. Status on development of strategic document

The discussion was focused on the outcome of the Retreat. Draft text contributions had been circulated by JRL prior the meeting for these topics:

- Mission and Vision
- Networks
- Work Plan
- Funding
- Background

EK offered to draft text under these headings:

- Involvement of indigenous, traditional and local people and knowledge
- National SAON Coordination Committees

It was agreed that these headings may not necessarily be the headings in the document that will be the outcome of the Retreat.

MS argued that some of the heading would not necessarily belong in a strategy document. We worried that the document could be too broad. He believed that the document should first of all answer questions like 'What is SAON all about', and 'How do we want to organise it'. He further believed that current goals are imprecise and cannot be monitored. He wanted to involve the Board at an early stage and avoid that document would look to 'pre-cooked'.

EK was concerned that the discussion should be too focused on mission, vision, and goals, and she feared that the document could end as 'more of the same'. She believed that SAON should be more prescriptive, and be more specific on what it is SAON wants to do. She believed that the document should answer questions like 'What is SAON doing', 'What does it need to do'? It should have statements about how SAON is going to achieve its goals. This would also be relevant for funding.

LH made reference to a process that IASC had been through recently. The IASC strategy had been criticized for being too broad and not answering questions like 'What are you actually going to do'? IASC had introduced 'micro-scale objectives', and he saw a need for going beyond mission and goals.

HE commented on the need for funding agency buy-in. He said that for some countries this had already happened. These countries understand that there is a need for sustaining observations. He saw a need for getting a level down and define specific objectives that can be achieved within the next few years. These should be linked to metrics on completing tasks. An outcome should be a distinction between broader goals and short-term goals that can be achieved within the first years.

MK could not see a long-term sustaining funding commitment, except for some stations or satellite programmes. The goals should be clarified, and broadness could be an issue. He believed that SAON should be careful not promising too much.

Ad 2. Process from now

It was agreed that the material should be circulated to the Board as soon as possible. Contributions should be finalized and submitted by 2nd June to JRL, who would make these available at the SAON web site. It was agreed that document should also have contents on the relationship with other organisations like GEO and WMO.

Ad 3. Agenda for Retreat

JRL had drafted a preliminary agenda for the Retreat. It was agreed that the finalization of the agenda should await the development of the documents.

It was agreed to support remote attendance to the Retreat.

Actions:

- ✓ Christine, Larry, Jan: Provide at text on goals for SAON
- ✓ All: Update documents and send to JRL by 2nd June

- ✓ All: Review the document on methods provided by HS and PP.
- ✓ JRL: Review <http://sli.do> and screen.io