Meeting of the SAON Executive Committee (EC)	
When	5th August 2016, 16-17 CET / 10-11 AM EST
Venue	Teleconference
Participants	Christine Daae Olseng (CDO, Chair), Eva Kruemmel (EK, ICC), Jan René Larsen (JRL, AMAP), Jeremy Mathis (JM, NOAA, USA), Larry Hinzman (LH, vice-Chair), Peter Pulsifer (PP, ADC), Thomas Sheldon (TS, ICC)
Apologies	Lars-Otto Reiersen (LOR), Lisa Loseto (LL), Volker Rachold (VR)
Meeting notes	JRL

Agenda:

1. SAON Review, status

2. Board meeting 2nd September

3. From the Committees

4. Arctic Science Ministerial

5. AOS2018

Minutes:

Ad 1. SAON Review, status

CDO and JRL met with the chair of the Review Committee, Helen C. Joseph, on 6. July. The Committee had their physical meeting in Copenhagen 25.-27. July. The review will be based on a survey with more than 300 responses and app. 20 interviews. The drafting of the report is on track and is expected to be available on 1. September. Helen Joseph will present the report to the AMAP HoDs and the SAON Board on 2. September. The report will be submitted to the AC by 4. September.
There is a wish that the review report is accompanied by a summarizing 2-pager.
David Balton (US) has invited LH to present the report to the SAO meeting in Portland, 4.-5. October. LH will also be present at the Arctic Science Ministerial and outcomes on SAON from the Ministerial will feed into the message to the SAO meeting. The presentation to the SAO meeting will not just be about the SAON Review, but also about SAON as such.

The Executive discussed how to incorporate text in the SAO meeting statement on confirming the continued support to SAON.

✓ JRL to ask the Review Committee to prepare a 2-pager

✓ CDO and JRL to work with LH on the presentation for the AC SAO meeting

✓ CDO to investigate how text on the continued support to SAON can be included in the SAO meeting statement

Ad 2. Board meeting 2nd September

JM reported on the progress to establish a US SAON Project Office. This topic will added to the agenda for the September.

CDO said that the Board should have at least one physical meeting a year and proposed a meeting during ASSW 2017.

The proposed agenda was approved.

✓ JRL to add 'US SAON Project Office' to the September meeting agenda.

✓ JRL to make an outline of a SAON work plan for the September meeting.

✓ JRL to check with VR for a time slot during ASSW 2017 for a Board meeting

✓ JRL to call for an Executive meeting in the last week of August

Ad 3. From the Committees

PP presented the plan for the Interoperability workshop to be held November 8-10th, 2016. The event will be held in cooperation with a series of partners, including SCAR-SCADM, Arctic Portal, SOOS, EU-PolarNet, Polar View, GCW/WMO, GEOCRI, OGC, ADIwg, the Pan-Arctic Options project, IARPC and others. The agenda is under development. Indigenous representation will be secured. There will be focus on key, clear deliverables, and reporting immediately after the meeting to organisations like SCAR, IASC, SAON, GEOCRI, IARCP.

JRL reported on CON's inventory work. The deliverable for EU-PolarNet on observational programmes is due August 2016.

Ad 4. Arctic Science Ministerial

LH will be present. SAON Board members have been encouraged to ensure that support for SAON is expressed in their national contribution. It is known that SAON is mentioned in the input from a series of countries.
There will be a SAON brochure, and CDO and JRL have made the first draft.
LH and PP informed the Executive that there will be a series of side events, including some arranged by ARCUS and State Department. TS reported that ICC has been invited to make presentations on 27th and

28th.

LH will look for information about PP participation.

✓ All: Provide comments to draft SAON brochure.

Ad 5. AOS2018

LH reported that Davos has been selected as the venue, and the Organising Committee has had the first meeting. He saw a need for the SAON Board to get more involved in the AOS.

✓ LH will get the latest information on AOS from Maribeth Murray