



**GEMINI BOARD MEETING  
HILO, HAWAI'I – 10-12 MAY 2011**

**Resolutions Arising from the 10-12 May 2011 Gemini Board Meeting**

**2011.A.1.** The Board looks forward to working closely with the Interim Director Fred Chaffee and the Observatory in the next year. The Board recognizes the very challenging environment that Fred faces as he steps into his new position, and offers him its strongest support in implementing the Gemini Transition Plan. The Board is enthusiastic about the future of the Gemini Observatory and is confident that in working together with the Director and the strong and dedicated Gemini staff, the Observatory will be able to meet the high expectations held by itself and by the partner communities.

**2011.A.2.** The Board wishes to thank Doug Simons for his service as Gemini Director for the past 5 years. Doug showed the highest integrity, personal commitment and a phenomenal work ethic in his role as Director. He combined a deep technical knowledge and a deep sense of caring for his staff to advance the Observatory on several key fronts, especially queue operations, laser adaptive optics, and inter-observatory cooperation. The Board is deeply appreciative of his leadership in developing a transition plan, whose legacy will be with the Observatory for the foreseeable future.

**2011.A.3.** The documented variation in the 2010 budget estimates over the 18 month period is noteworthy in itself and to some extent a reflection of the complexity of the Gemini operations and the tasks that the Board has asked the Observatory to accomplish. However, it is very difficult to accept a large variance (\$5.8M) between the “final” 2010 budget approved by the Board in early November 2010 with the closeout budget of December 31, 2010. After some discussion, the GFC recommends to the Board that the following actions be taken:

- That the Observatory monitor on a regular basis progress toward achieving their planned expenditures.
- That the NSF Program Officer for Gemini work with the Observatory and AURA to develop the procedures and content for tracking the Gemini expenditures against the approved budget.
- That such progress be reported as part of the monthly telecons involving the Executive Agency, the Board Chair and the Observatory Director.
- That the Executive Agency inform the Board of any significant deviations from the planned budget expenditures and to recommend appropriate action by the Board, as deemed necessary.

The Board notes the closed out Budget for 2010.

	Cash Expenditures	New Commitments
Operations and Maintenance	\$27,389,912	28,181,765
Instrument Development	\$1,080,264	368,201
Facilities Development	\$2,186,172	1,080,107
Hilo Base Facility	\$40,470	\$33,554
Southern Base Facility	\$0	\$0
Aspen Instrumentation	\$4,306,187	\$207,618
Total	\$35,003,005	\$29,871,244



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**2011.A.4.** In November 2010, the Board, following the advice of the GFC, approved a planned 2011 budget of:

	Cash Expenditures	New Commitments
Operations and Maintenance	\$30,513,872	\$30,696,249
Instrument Development	\$1,572,823	\$709,751
Facilities Development	\$1,133,510	\$4,978,412
Hilo Base Facility	\$0	\$0
Southern Base Facility	\$40,000	\$0
Aspen Instrumentation	\$3,312,408	\$1,501,522
New Instrumentation Program	\$1,500,000	\$1,500,000
Total	\$38,072,614	\$39,385,934

The Observatory has proposed a revised 2011 budget of:

	Cash Expenditures	New Commitments
Operations and Maintenance	\$32,479,545	\$31,050,037
Instrument Development	\$2,610,919	\$1,327,255
Facilities Development	\$2,251,909	\$6,049,873
Hilo Base Facility	\$0	\$0
Southern Base Facility	\$80,735	\$80,735
Aspen Instrumentation	\$4,565,999	\$1,470,449
New Instrumentation Program	\$3,850,000	\$5,625,000
Total	\$45,839,108	\$45,603,349

The revised budget includes the carry-forward from the 2010 budget, with other adjustments. The GFC declined to recommend that the Board approve the proposed revised budget for 2011. The Observatory may continue to spend under the budget approved in November 2010.

On the recommendation of the GFC, the Board requests that the Observatory re-examine their proposed 2011 budget in light of past experience and an assessment of the risks that may limit performance under the proposed budget. The Observatory should provide to the Board, through the Executive Agency, a revised budget for 2011 no later than June 30, 2011.

**2011.A.5.** The Board notes the positive response to the Call for Proposals for the GPI science campaign. Eighteen proposals with a wide range of science were submitted, requesting over 6,500 hours of observing time, compared to the ceiling of 1,400 hours that was specified in the call for proposals (This does not include time from the Chilean guaranteed time). The Time Allocation Committee (TAC) provided a ranked evaluation of the proposals based on their scientific content and feasibility, which was passed on to the Board via the Gemini Observatory. The Board further discussed the additional criteria provided in the call for proposals, which were not specifically evaluated by the TAC. After due consideration, the Board approved an award of 890 hours of GPI campaign time to the top-ranked science



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proposal, which made use of the advertised GPI capabilities and was proposed by a team representing multiple Gemini partners. The next several proposals in the TAC ranking either had narrow Gemini partnership representation or required capabilities beyond those initially available on GPI. Based on these publicly advertised evaluation criteria, the Board awarded no time to these proposals. Lower-ranked proposals were not considered by the TAC or the Board to be competitive for the award of multi-year campaign time when compared with the potential science return of proposals from future general Gemini solicitations

**2011.A.6.** The Board approves the proposed minimum science fraction of 85%, with the goal of 93%, for Gemini North. Total non-science: 12 nights including commissioning time for GRACES up to 6 nights commissioning time in bright time. For Gemini South the Board approves the proposed minimum science fraction of 72%, with a goal of 81% if none of the planned commissioning requires its contingency time. Total non-science: 50 nights, assuming 3 “engineering in queue” nights and including 15 contingency.

**2011.A.7.** The Board notes the presentation given by Dr. Eric Tollestrup on activities for the procurement of a new instrument for the telescope, the Gemini High-resolution Optical Spectrograph (GOES). A schedule for review of the proposals submitted by instrument teams was presented to the Board. This review will need to be carried out as in prior procurements, with the usual due diligence on conflicts. The goal is to avoid a time delay resulting from a potential audit

**2011.A.8.** The Board declined to move forward with the GLAO and detector initiatives proposed by the Observatory until after the 30 June financial review. Concern with incomplete GSC vision of a NIR spectrograph is the main reason for not procuring NIR arrays at this time.

**2011.A.9.** The Board notes that guaranteed staff observing time is not a common characteristic of other national and international observatories, and that the review panel for the Gemini renewal proposal has pointed this out as a significant concern of the Gemini user community. At the same time, the Board recognizes and acknowledges that Gemini staff members should have an opportunity to compete for telescope observing time on an equitable basis with scientists from the partner countries. The Board resolves that the guaranteed Gemini staff time shall be reduced from 10% to 0%, beginning with Semester 2012A. At the same time, the Director's Discretionary Time shall be changed from a typical number of less than 2% of the observing time to up to 7% of the scientific observing time remaining after subtraction of the guaranteed time for Chile and the University of Hawaii. The Board recommends that the Director use a portion of this time for the Gemini staff to pursue their individual scientific programs. We encourage staff to forge collaborations and apply for Gemini time through the existing TAC process. Reports on the use of this time shall be provided to the Gemini Board as part of the Observatory's report on observing time to Board at their semi-annual meetings.

**2011.A.10.** The Board noted the receipt from Dr. Craig Foltz of his memorandum on the purchase of time/new partners/partner increase of shares. At this point in time, the Board has not adopted what the strategic goals of such actions should be, and will re-visit this issue in at the November 2011 meeting. The Board Chair will contact the University of Exeter, who expressed an interest in purchasing time on the telescopes, of the Board's decision. The university will be asked to let the Board know before November whether or not they are still interested in purchasing time on the telescope.

**2011.A.11.** The Board notes that the additional operations funding from Australia will require a recalculation of the nominal partner shares specified in the draft of the 4<sup>th</sup> amendment to the International Agreement.



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It is also noted that under the terms of the Gemini Agreement, an Assessment Point arises in 2012. On the recommendation of the GFC, the Board designates the November 2012 Board Meeting as the Assessment Point.

**2011.A.12.** The Board acknowledges the proposal submitted by AURA for the operations of the Gemini Observatory for the period mid 2012-2015 and the Review Committee's report. The Executive Agency awaits AURA's response to the committee report in late June at which time the Board will provide a resolution on approval of both documents.

**2011.A.13.** The Board notes the report (Version 4 April 2011) from the Board's subcommittee (Quinn, and Walterbos) on the proposed Terms of Reference for the new Gemini Science and Technology Committee (STAC). The Board recommends that the new STAC be in operation by early 2012 and instructs the subcommittee to finalize the terms of reference by the end of May with an e-mail approval by the Board in mid-summer. The Board also instructs its members to provide nominations to the subcommittee by mid-summer with an approval of membership on the committee by the November 2011 Board meeting. There should be an overlap of membership from the GSC.

**2011.A.14.** The Board notes the presentation given by Dr. James Ulvestad on Tiger Team (Fahlman, Quinn, Gattone, Ulvestad) activities looking at a new governance structure that can be implemented in 2015 if not before. The Tiger Team met in March to begin discussions and have prepared an initial report on those activities. Several governance models have been discussed but key questions still need to be answered. The Tiger Team will attempt to answer these questions and report back to the Board in late summer with further discussion at the November 2011 meeting.

**2011.A.15.** The Board notes that the May 9, 2011 GFC meeting was the last meeting for Dr. Albert Bruch. Dr. Bruch is stepping down as Director of LNA in Brazil. The Board has very much appreciated Dr. Bruch's contributions to the work of the GFC over the past 8 years and wishes him well in his future endeavours.

**2011.A.16.** The Board discussed the issue of Partner Shares in the Instrument Development Fund (IDF) for the 4<sup>th</sup> generation of Instrumentation. The options considered were to continue Aspen IDF accounting or to reset for this generation of instruments as was done previously. The Board agreed at the meeting to reset the IDF but consideration be made of UK contributions to the Facility Development Fund (FDF), (which recently have been supported by the O&M budget), if they are the best qualified vendor for GHOS.

**2011.A.17.** As a member has disputed resetting the IDF, we ask the Board to approve rescinding Resolution 2011.A.16 with the Observatory continuing to use the Aspen accounting.