



GEMINI BOARD MEETING

LA SERENA, CHILE – 8-9 NOVEMBER 2004

Resolutions Arising from 8-9 November 2004 Meeting of the Gemini Board of Directors

2004.B.1 The Board thanks the Operations Working Group for examining the issue of the appropriate balance in the time accounting and charging of classical nights and queue-scheduled hours and accepts the recommendation that a single ratio of 0.75 be adopted for the conversion of classical to queue. The Board also recommends that the new 75% conversion ratio be applied to semester 2004A and subsequent semesters' accounting.

2004.B.2 The Board recommends a minimum of 70% with a goal of 80% of science availability of nights for both Gemini North and Gemini South in semester 2005B.

2004.B.3 The Board notes the GSC's findings and recommendations on the completion rates for queue data taken with Gemini. The Board encourages the Observatory to consider these views in their efforts to increase the science productivity of the telescopes, particularly to investigate whether minimizing the time interval between starting and finishing a program and the number of visits needed for each program will seriously improve the completion rate of highly ranked proposals and thus the science productivity. The Board endorses the Observatory's plan to continue to pursue staff training to run multi-instrument queues and to implement better planning tools for short- and medium-range schedule execution and to place oversight of telescope queues under the new position of Associate Director for Science Operations.

The Board also endorses the GSC's recommendation that the Observatory implement as rapidly as possible the electronic delivery of data to PI's via the Gemini Science Archive or other secure means. The Board expects to see this issue resolved by the time of the May 2005 Board meeting.

2004.B.4 The Board thanks the GSC for their careful consideration and recommendations on instrument and engineering commissioning priorities. The Board also thanks the GSC for addressing the difficult but crucial issue of developing a plan for the long term disposition of instrumentation on Gemini in the pre-Aspen era. The Board understands that difficult choices must be made among the many instruments either existing or under fabrication, and congratulates the GSC for arriving at a plan for instrument availability through the 2005-2007 period that expresses the consensus of the diverse Gemini users community represented on the GSC. The Board endorses the principles underlying the development of this plan, namely the importance of establishing a stable set of core instruments and the necessary retirement of some instruments.



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The Board considers the future instrumentation plan agreed to by the GSC to be critical and valuable input to the Observatory's implementation of a plan for managing the instruments within its available resources.

2004.B.5 The Board supports the Observatory's exploration of a collaboration and the development of a 'white paper' as a basis for possible negotiation with Subaru. The Board appoints a subcommittee of Wayne Van Citters, Bruce Carney, Doug Welch, Gary Da Costa, Claudia Mendes de Oliveira and Roger Davies to work with the Director in the development of this collaboration.

2004.B.6 The Gemini Board approves the revised 2004 Operations Budget of \$33,422,225.

2004.B.7 The Board notes that the Observatory has carried out a very thorough and complete costing of an optimum operational model that incorporates all the aspects and enhancements of Observatory operation called for as a result of the Board retreat. The Board is impressed with the level of detail addressed by the Observatory in developing this model and considers the rigorous process to have resulted in robust and accurate cost estimates on which future Observatory budgets can be based with confidence.

The Board found it useful to see the budgetary requirements of the Observatory operations and facilities enhancements called out separately from those of the Aspen instrumentation, but stresses its desire to pursue an integrated operational and instrumentation program for the Observatory over the coming 5 years.

2004.B.8 The Gemini Board approves the revised 2005 Operations Budget of \$34,025,997.

The US has offered an initial \$15M it expects to be available over the period 2006-2010, recognizing that final commitment will rest on annual appropriations. They offer this amount for planning purposes in the expectation that the Gemini partners will make their best efforts to match this contribution on a similar timescale. This offer is also made on the condition that the Observatory manage these funds to enable the Aspen instrument complement for the partnership.

This 2005 budget also includes \$354K from the US above the scheduled partner contributions, to enable initial expenditures on the Aspen program, and charges the Observatory to work within this limit to progress as much as possible in the Aspen program.

In approving this budget, the Board emphasizes that it sees this as a way to move ahead on the Aspen program while the agencies work to identify the resources and mechanisms that will enable the realization of the full Aspen scientific program.



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The Board recognizes that this approved commitment authority coupled with the authority inherent in the 2006-2010 long range plan will allow substantial progress toward critical milestones for the highest priority Aspen instruments and capabilities in the immediate future until full commitment authority can be approved.

2004.B.9 The Board approves the long range plan for 2006-2010, including the 2.5% ramp from the 2005 contribution level, as presented by the Observatory. The plan implements the Board's recommendations on operations enhancements to come from the Board's retreat.

The Board directs the Observatory to prepare a budget for their 2006-2010 proposal that includes the full complement of high priority Aspen instruments (ExAOC, HRNIRS, and WFMOS assuming a partnership with Subaru) and the enhanced operations and facilities (HBF, CP dorm, A&G upgrades/replacement and adaptive secondary). The Board recognizes that the preparation and submission of this budget does not imply a commitment to funding by the partnership but provides a limiting envelope within which the aspirations of Aspen can be realized.

The Board also charges the Observatory to develop an alternative implementation plan that respects the scientific program of the Aspen process and the Aspen instrument management plan and that provides for the realization of the Aspen instruments over a longer timeline than the next 5-year period. The Board asks for this to be provided no later than the May Board meeting.

2004.B.10 The Board requests that the GFC meet, either in person or by telecon, in advance of the May 2005 Board meeting to examine further progress toward the costing of the Aspen instruments, to address and resolve immediate cash flow options, and to discuss options for financing the Observatory's proposed long-range budget for the period 2006-2010. The Board expects recommendations from this meeting to be critical to the budget approvals the Board must make at its May 2005 meeting.

2004.B.11 The Board adopted its response to the report of the Gemini Visiting Committee and agreed to distribute it to interested Gemini parties and the community.



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Actions Arising from the Meeting of the Gemini Board of Directors – November 2004

Action to the Designated members: To provide to the Executive Agency the names of individuals suggested to participate in the review of the renewal proposal from AURA to manage and operate Gemini Observatory.

Action to the Chair: To write a letter to the Director of NAOJ concerning the proposed collaborative effort in instrument development and science operations.