



**GEMINI BOARD MEETING  
HILO, HAWAI'I – 15-16 MAY 2007**

**Resolutions from Gemini Board Meeting, May 16-17, 2007**

**2007.A.1** In accordance with its conflict of interest policy as adopted at the November 2006 meeting, the Board considered in detail the possible conflicts of interest disclosed by its members and the actions proposed by the parties' agencies. Board members disclosing conflicts and the actions accepted by the Board were:

Dr. Isobel Hook – Disclosed a personal scientific conflict arising through her involvement in one of the science teams for WFMOS. As a result, it was agreed that she would absent herself from all discussions of, and voting on Aspen financial issues

Dr. Warrick Couch – Disclosed that, as Chair of the AAT Board, he could be seen to have a conflict of interest with respect to WFMOS, and hence any Aspen financial decision. However, the Board policy specifically sets aside such a consideration for designated members.

While recognizing the special position of Designated Members within its policy, the Board urged that all Designated Members take special care to minimize future conflicts of interest whenever possible.

**2007.A.2** The Board notes that, while having received a draft report of its Visiting Committee, it has never received the final report despite repeated requests. The Board determined that it was not appropriate to respond formally to a draft report, though the Board notes that it has taken into consideration many of the observations and recommendations in the draft. In setting the charge and membership for the next Visiting Committee meeting, the Board will wish to clarify its expectations about the timing and form of the committee report and also obtain a commitment in advance from the Chair to meet these expectations.

**2007.A.3** The Board thanks the working group that considered the restructuring of the Gemini Science Committee and approves its proposed structure as presented to the Board (Attachment A) with the following amendments:

**2007.A.4** The Board notes the draft of the principles of partnership access developed by the Chair and accepts this guidance in the case of host country involvement (Annex B). The Board requests that future calls for proposals state clearly the conditions under which each party can apply for observing time, including that on facilities other than Gemini, based on such guidelines.

**2007.A.5** The Board accepts the proposal by the Executive Agency to minimize the impact on the Observatory by combining the next Visiting Committee and mid-term Management Review into one review, to be held nominally in the last quarter of 2008. The Board asks that the Executive Agency bring a more detailed plan for such a review to the Board at the November 2007 meeting.

**2007.A.6** The Board notes, with the AOC-G, the success in recent hiring into key management positions, and recognizes the unique position Gemini holds by having highly qualified women in management positions in both the North and the South with the goal of having a diverse workforce.

**2007.A.7** The Board was pleased to hear the report on the outcome of the first call for proposals for the Chile Gemini Fund. The variety of proposals, breadth of activity supported, and the clear institutional commitment to the goals of this program ensure that it will have a significant positive impact in the development of astronomy and related disciplines within Chile. The Board looks forward to future reports on the activity of the Fund.

**2007.A.8** The Board received with great regret the communication from the representative from Argentina concerning his inability to attend the meeting. The Board noted with concern the unknown implications of the transfer of responsibility for Gemini within Argentina from CONICET to SECYT. Given the nature of the



**GEMINI BOARD MEETING  
HILO, HAWAII – 15-16 MAY 2007**

financial considerations for operations and the Aspen program before the Board, the Board asks that the Executive Agency take an immediate, active role in determining the status of Gemini within Argentina, including the nature of the participation of CONICET and/or SECYT.

**2007.A.9** The Board thanks the GSC, including its special members, for meeting in April and for delivering a report that very effectively addresses the charge to evaluate the priorities among the Aspen instruments and to recommend a decision tree for optimizing the scientific return in the face of uncertain budgetary profiles. The Board accepts the report and recognizes the GSC's clear priority of WFMOS among the remaining Aspen instruments, followed by PRVS and then GLAO.

**2007.A.10** The Board commends the Director for the immediate and positive action he has taken in the establishment of a strong safety program at Gemini with the adoption of a comprehensive safety program policy and the recruitment of a new safety program team.

**2007.A.11** The Board commends the Observatory for the follow-up steps that they have taken after the recovery from the earthquake noted in our last meeting. The sponsorship of the lessons-learned workshop for the Hawaiian observatories, in particular, was a service of great value to all observatories and represented the kind of leadership in the international astronomical community that has become the norm for our Observatory.

**2007.A.12** The Board notes the thorough report on activities provided by the engineering team, and complements them on the significant progress in many areas including high level software and particularly the reduction of telescope and instrument down time.

**2007.A.13** The Board commends the Director and the management team for instituting the planning process for the Observatory and is impressed with the effectiveness of the first annual planning meeting. The Board endorses the process of prioritization of Observatory tasks and considers the resource loaded task list to be an outstanding tool for managing both the short-term and long-term efforts at the Observatory. The Board also welcomes the Director's intention to make the planning activity as inclusive of the Gemini community as possible, and expects to follow his invitation to have a Board member attend future planning meetings as an observer.

**2007.A.14** The Board commends the Director and the instrument development team for their perseverance in finding procurement mechanisms for the WFMOS contracts for the concept studies that will ensure there would be two viable, competitive bids.

**2007.A.15** The Board commends the Observatory for its careful assessment of the damage to GNIRS and development of a recovery plan for operations in both the current and upcoming semesters.

The Board endorses the proposed plans and commends the Observatory's effort to establish, in consultation with National Gemini Offices, a remediation process seeking new proposals for GMOS, TReCS, and Phoenix, for bright time and 85% IQ conditions and 80% sky brightness to maintain the overall opportunity of the partnership to effect science on Gemini-S until the end of semester 2007B, recognizing the extraordinary nature of the situation. The Board also concurs with the Observatory action to request DDT proposals from Observatory staff to provide the necessary scheduling flexibility.

For information, the Board requests that the Observatory provide a summary explaining the mechanism to account for any and all partner time charges.

**2007.A.16** The Board approves the Observatory's recommendation that science availability for semester 2008A be a minimum of 85% with a goal of 90% for Gemini North and a minimum of 70% for Gemini South. The Board recognizes that uncertainties in the schedule for GNIRS recovery may lead to revisions in these targets,



**GEMINI BOARD MEETING  
HILO, HAWAII – 15-16 MAY 2007**

and expects that the GSC will be consulted to provide advice on the scientific impact of the site selected for GNIRS recommissioning and future installation, considering the timing of commissioning and arrival of other instruments.

**2007.A.17** The Board is pleased to see that substantial progress has been made on addressing the imbalances in partner time allocations and looks forward to seeing the disparities from nominal partner share removed in the near future.

**2007.A.18** The Gemini Board, reflecting upon Board resolution 2005.B.5, the current 2007 state of development of the Gemini DataFlow Project and the unknown scope and cost of the Gemini Science Archive contractual negotiations for the 2007 to 2011 period, does not consent to the Observatory's request to re-allocate a portion of the 2006 under-spend funds towards these efforts, especially as these commitments may result in future recurring costs. The Board mandates the Observatory hold the \$384,360 USD in reserve, remaining uncommitted and unobligated, until a well-grounded plan, sufficient for the Board to understand scope, metrics, outcomes, optimum strategies, and requisite FTE requirements (including outsourcing) are presented for consideration. The Board expects to revisit the use of these funds at its November 2007 meeting.

The Board accepts the proposal by the Executive agency to pursue an independent, external review of the data flow project in parallel with the Observatory's CoDR, now scheduled for October 2007.

**2007.A.19** In discussing the future of the Aspen instrumentation program, the Board took note of the need for return of proportional partner shares of the IDF. The Board urges the Observatory, and the teams conducting the WFMOS design studies, to pay particular attention to the concerns of smaller partners in this regard.

**2007.A.20** The Board asks that the Executive Agency work with the Observatory and propose an appropriate review of the MCAO project designed to validate the new baseline schedule and cost once the total impact of the GNIRS rebuild and other changes in priority are taken into account.

**2007.A.21** The Gemini Board approves the revised 2006 Operations Budget of \$31,857,404.

Drs. Hook and McLaren abstained from the approval of the 2007 operations budget.

**2007.A.22** The Gemini Board approves the revised 2007 Operations Budget of \$52,246,277.

The Board reaffirms its goal of implementing the full Aspen program and in approving this budget, approves proceeding with PRVS to PDR. The Board takes this action keeping in mind both the advice of the GSC and its own Finance Committee. The Board notes that this decision on PRVS should not be taken as a commitment that the project will be taken to completion, but that a decision on proceeding to construction will be made when the results of PDR are available, more information is known about the costs of WFMOS, and the relationship with Subaru is better developed.

The Board is conscious of the need to ensure that the various Aspen actions that are due to mature in 2008 do so in a timely and co-coordinated way in order to ensure that the Board has all the information required to be able make informed decisions; examples of these actions are:

- the outcome of the PRVS PDR
- the outcome of the WFMOS CoDR studies
- an agreement with Subaru



**GEMINI BOARD MEETING  
HILO, HAWAI'I – 15-16 MAY 2007**

**The Observatory is therefore requested to develop a schedule for these items that ensures that these issues come together at an appropriate time in 2008, and circulate this to the Board out of session, no later than end August 2007.**

**At its meeting in November 2007 the Board will review its meeting schedule in 2008 to ensure that it is optimized to making decisions in a timely manner.**



**GEMINI BOARD MEETING  
HILO, HAWAI'I – 15-16 MAY 2007**

**Actions Arising from Gemini Board Meeting, May 16-17, 2007**

**ACTION to the Executive Agency:** The Board asks that the Executive Agency bring a more detailed plan for the combined Visiting Committee and mid-term management review to be held nominally in the last quarter of 2008 to the Board at its November 2007 meeting.

**ACTION to the Executive Agency:** The Board asks that the Executive Agency take an immediate, active role in determining the status of Gemini within Argentina, including the nature of the participation of CONICET and/or SECYT.

**ACTION to the Executive Agency:** The Board charges the Executive Agency to coordinate an independent, external review of the DataFlow project in parallel with the Observatory's CoDR, now scheduled for October, 2007.

**ACTION to the Executive Agency:** To ensure the final adopted Gemini Board Conflict of Interest Policy is posted to the Gemini Board web site.

**ACTION To the Executive Agency:** The Board asks that the Executive Agency work with the Observatory and propose an appropriate review of the MCAO project designed to validate the new baseline schedule and cost once the total impact of the GNIRS rebuild and other changes in priority are taken into account.

**ACTION to Gemini Observatory:** To provide a draft Non-disclosure agreement intended for the signature of GSC members for review by the Executive Agency.

**ACTION to the Gemini Observatory:** The Board requests the Observatory to prepare a complete list of the liens on available telescope time for surveys on current and planned instruments from the Aspen program, and present this at the next Board meeting.

**ACTION to the Gemini Observatory:** For information, the Board requests that the Observatory provide a summary explaining the mechanisms used to account for any and all partner time charges in executing the operations recovery plan for the GNIRS failure.

**ACTION To the Gemini Observatory:** The Observatory is requested to develop a schedule for various Aspen actions that are due to mature in 2008 that ensure that these issues come together at an appropriate time in 2008, and circulate this to the Board out of session, no later than end August 2007.