



**Board meeting
16-17 March 2016, Alaska, Fairbanks
Minutes**

1. Welcome and adoption of agenda

Christine Daae Olseng (SAON Chair) welcomed the participants and reminded the meeting that this was the Board's eighth meeting. The participants introduced themselves, and the agenda was approved (Appendix 1). The list of participants is found in Appendix 2, and the list of documents (including presentations) is found in Appendix 3.

2. SAON updates and follow up on actions

The actions from the Board meetings on 10th June and 8th December 2015 were reviewed. It was noted that they had all been resolved or were part of the meeting agenda.

3. SAON Terms of Reference

Jan Rene Larsen (SAON Secretary) presented the Terms of Reference (ToR) to the Board. The background was that the ToR had been approved in 2012, and that SAON had gone through structural changes since then. Jan Rene Larsen believed that it would be relevant to discuss revising the criteria for Board membership.

Christine Daae Olseng encouraged the Board to study the ToR and identify the parts that needed update. She believed that the ToRs should have more focus on strategies, work plan and the Committees' reporting to the Board.

Vito Vitale noted that the structure of the Arctic Council, especially the observer status has changed and believed that the Board membership should reflect this.

Yoo Kyung Lee (Korea) added that in the current ToR for the Board, there is a difference between Arctic countries and non-Arctic countries. She believed that there should not be this difference.

Eva Kruemmel (ICC) reminded the Board that in earlier discussions, this topic was very controversial due to concerns from the PPs with regards to the Board structure and wanted to avoid opening it up again.

It was concluded to await the current external review of SAON before starting the process of full revision of ToR. It was believed that the review could provide valuable recommendations for SAON and that it would be too early to revise the ToR. The Board will start to develop plans for the future work of SAON.

Actions:

- Provide comments to ADC ToR (1)
- Prepare a draft work plan with 1, 2 and 5 year timelines, including outreach and communication (2)

4. Report from the Committees

4.a. Arctic Data Committee (ADC)

The chair of ADC, Peter Pulsifer, provided an update on the Committee activities and next steps. The second meeting of the Committee had been held in October 2015 and had focused on

- Administration and Governance
- Outreach
- Mapping the Arctic Data Ecosystem
- Common Metadata Elements
- Data Publication and Citation
- Network Building

The Committee had drafted a new ToR and it was presented to the Board. The new ToR establishes a new executive structure with a chair and two vice-chairs but is otherwise in line with the existing ToR, and the main goal of the Committee is still to advise IASC and SAON on matters related to data management and data sharing. 'Network Building' is a new activity for ADC, and as the first step, a Memorandum of Cooperation has been discussed with the SCAR Standing Committee on Antarctic Data Management (SCADM). The two Committees had met in October 2015 and had established a common task list across ADC and SCADM.

Peter Pulsifer noted that ADC and CON had been established as two Committees with separate goals, but he believed that the distinction is arbitrary and saw that the two Committees are working closely together. He also mentioned the ADC web site, which is expected to be launched in spring 2016 (<http://arcticdc.org>).

Peter Pulsifer summarised the presentation by saying that the ADC is not necessarily trying to establish new activities, but is rather supporting and creating overviews of activities that are already ongoing. He finally encouraged the Board to fund ADC members' participation in the meetings.

In the following discussion, Larry Hinzman (SAON vice-Chair) asked if resources to ADC had been provided by the US Interagency Arctic Research Policy Committee (IARPC), noting that international connections is one of the charges. Peter Pulsifer said that activities would have to meet the needs of the US community.

Agnieszka Beszczynska-Möller (Poland) asked if the ADC writes letter of support, noting that such letters would be helpful. Peter Pulsifer said that ADC would not endorse as such, but that formulations would be that a project is in agreement with ADC objectives.

Etienne Charpentier (WMO) proposed to check the ToR after the meeting and to then propose changes if necessary. He also proposed that SAON makes a link to OSCAR for the inventory of WMO observing stations within the Arctic circle, and to the GCW Data Portal for access to GCW CryoNet data.

4.b. Committee on Observations and Networks (CON)

4.b.1. Inventory work plan

In her presentation, Lisa Loseto (CON Chair) made reference to the ToR for CON, asking the Committee to “develop and implement a plan for the establishment of an inventory and related gap analysis of circum-Arctic observational and monitoring assets”. She also made reference to the deliverables under EU-PolarNet to establish an “inventory of existing monitoring and modelling programmes”. The Committee is working according to a plan with these elements:

- 1a) State of National Inventories
- 1b) Reporting of information about Arctic programs, networks, projects and platforms
- 2) Detailed inventory within a specific Arctic theme
- 3) Inventory templates/parameters

The Committee had met two days before the Board meeting and reviewed the status of 1a, 1b and 2. Reporting on 1a (‘State of National inventories’) had been provided by nine countries (four in writing, five orally) and four organisations (three in writing, one orally). For the reporting on 1b (‘Reporting of information about Arctic programs, networks, projects and platforms’), four countries had provided information, and one country had granted access to structured information. Countries and organisations were encouraged to provide their written reporting on 1a.

The Committee’s work on detailed inventories within a specific Arctic theme is focused on four areas:

- Community Based Monitoring
- Arctic Fisheries
- Atmosphere
- Global Terrestrial Network for Permafrost (GTN-P)

In her presentation, Lisa Loseto pointed out that the current composition and membership of CON requires attention. She believed that members should be in a position to reflect national interests and Arctic observing inventories and that with the current mix of representatives from government and academia, all members may not be in such a position. She also believed that ideally, members should be linked with a national SAON Committee. As part of the deliberations on membership, CON will consider appointing co-chairs.

Future activities of CON will involve a) Updating the work plan for the national/organisation inventories and thematic inventories for 2016/2017 with the inclusion of 2 and 5 year deliverables, and b) revision of the Committee Terms of Reference.

In a comment to the presentation, Ulf Jonsell (Sweden) said that the inventory work and gap analysis is a part of the vision for SAON and that the outcome should be offered to the Arctic Council Senior Arctic Officials (SAOs).

Actions:

- Provide reporting on CON activity 1a ('State of National inventories') (3)

4.b.2. Community Based Observing (CBO)

At the latest meeting of SAON CON, the Committee had been introduced to a proposal on Community Based Observing (CBO) by Lilian Alessa. The proposal involved establishing a CBO sub-group within CON.

Eva Kruemmel found that the proposal was interesting and could connect well with the CBM Web atlas that ICC, ELOKA and other partners have developed. She said, however, that there is a general concern from the PPs of the Arctic Council, mainly because they had not been properly consulted with for the proposal. She believed that this initiative should be co-lead with or leadership should be agreed upon by PPs. She made reference to the early discussions within SAON when the two Committees (CON and ADC) were established, and deliberations about also establishing a separate CBM committee. This idea had been abandoned, because of agreement that CBM should be part of the overall SAON activities, and to avoid the creation of silos. Given the early discussions, the question still remains if a separate group is the best way to best address CBM, and that full integration of all groups needs to be ensured.

Jannie Staffansson (Saami Council) added that it was difficult to see how CBO fits with existing CBM initiatives and was also concerned that the initiative had not reached out to the PPs.

Peter Pulsifer said that this was a high-level proposal, where parameters have not been discussed in detail. He said that it had probably moved faster than expected, and that ideally, the communities should have been involved in the design. He encouraged the Board to be specifically interested in the governance model.

Etienne Charpentier (WMO) noted that such an initiative could be interesting for weather observations. He said that WMO can make use of any data, as long as the quality is known.

Vito Vitale (Italy) found that the proposal was very broad and need priorities. He also believed that the proposal needed better definitions, noting that the concept seems to hold all kinds of observations.

Ulf Jonsell noted that the proposal covered Canada, the Russian Federation and the USA, but that it was difficult to see the Nordic linkage.

Lisa Loseto said that CBM is important in Canada, and this could be a way to bring the European countries into the picture. She also saw the proposal as an opportunity to bring resources into SAON work.

Christine Olseng believed that the idea of a sub-group under CON could add value to the project by raising CBO work to a pan-Arctic level. It was, however, not obvious to her, what the end-product would be, and how it could be visualised.

Peter Pulsifer said that the ambition to raise the proposal to a pan-Arctic level was the original reason for approaching SAON. He added that visualisation tools exist within ELOKA and that this part could be activities joint with ADC. He added that SAON had been approached in order to find a sustained home for the work.

Christine Olseng summarized the discussion, asking the Eva Kruemmel and Lisa Loseto to respond to the proposal. The Board should provide their comments by 26 March. The response should include a statement saying that SAON is positive to get more information. It should also include questions like how will it be financed and how will it relate to the Nordic countries.

Actions:

- Provide comments to the CBO proposal (4)

5. Communication and outreach

Christine Daae Olseng introduced this agenda item by noting that the SAON communication is not satisfactory. The Board should more clearly formulate what is needed, and the needs of the Committees should also be identified. Activities should be more strategic, and AOS is an example of such an activity.

Halldor Jóhannsson (Arctic Portal) saw a need for more clearly defining what it is SAON should actually do. He mentioned as an example that SAON frequently discusses data, but that any activity within this area would require resources. He also said that an important outreach activity is the inventory work, but noted that SAON had not asked for money for the work. He finally saw an opportunity to promote SAON through other organisations, like the European Polar Board.

Ulf Jonsell reminded the meeting about the Scientific Cooperation Task Force of the Arctic Council and the effort to make an agreement to ease scientific cooperation in and about the Arctic. He believed that SAON could play a role in the implementation of such an agreement and that a document should be written, outlining how SAON could contribute to the implementation of the agreement text.

Christine Daae Olseng said that SAON is in a phase, where the Committees are developing plans and are ready with products. The Board's role should be to have a strategic plan, and in order to get funding for a plan, outreach material is needed. She asked the Board members to spread information about SAON within their countries, and saw in this context a need for updating the SAON brochure. The brochure should have more focus on SAON outcomes (mainly Committee activities), and less focus on SAON as such.

Vito Vitale believed that a closer connection with GEO could be of mutual benefit, since the Arctic is of strategic importance for GEO. He also saw a need for strengthening the reporting to the Arctic Council.

Ulf Jonsell asked for a one year work plan for SAON and that such a plan should including outreach and communication.

Actions:

- Prepare a draft work plan with 1, 2 and 5 year timelines, including outreach and communication (2)

- Write a document to the Arctic Council Scientific Cooperation Task Force, outlining how SAON could contribute to the implementation of the agreement (5)
- Prepare a draft update to the SAON brochure (6)

6. SAON Review

Jan Rene Larsen explained that the plan for the review¹ had been finalized, that the External Review Committee had been established and that it would have the first meeting by end March 2016. A major activity would be a survey, and that the Executive had drafted a proposal that had been reviewed by the Board. He also explained that the survey would exist in two versions: One for those who are knowledgeable of SAON (including Board members), and one for the broader community.

7. SAON and GEO/GEOSS

Barbara Ryan (Group on Earth Observations (GEO)) introduced herself, noting that SAON is a Participating Organisation (PO) to GEO and that all SAON countries are members of GEO. She explained that SAON is the only PO that is focused on the Arctic. GEO is using a downscaling approach, where it is scaling global activities to the regional level, and has established a GEO for for instance Africa, North-America, South-America, and the Himalayans. In a similar way, she believed that SAON could be an Arctic GEO. She saw a need for a policy mandate from for instance Arctic Council to SAON to coordinate observations. She had observed that a policy mandate could reinforce or strengthen national funding.

Larry Hinzman said that in the community, there was an expectation that SAON should take a leadership role. He wanted to know what GEO would be expecting from SAON.

Barbara Ryan responded that it should be clarified if SAON is going to be an Arctic GEO. She had noted that there are a lot of bottom-up activities in SAON, and that it would be time to have a top-down approach. She added that the strength of SAON is that it is not just the Arctic nations, and she could not see any other organisation that could have the role of SAON within GEO. She did not want to oversell what GEO can do, but said that GEO can bring more political attention and advocacy to the table. She announced that there would be a GEO work programme symposium in May 2016, and she asked if SAON could step up as the coordinating body for the Arctic, hoping that GEO could point to SAON to take this role.

Peter Schlosser (ISAC) saw this as a great opportunity that would force SAON to step up. He saw SAON as a dormant member of GEO. GEO could use SAON to coordinate its Arctic activities. He said that the community is looking for a strong voice that can communicate to the political level. He believed that it is critical that SAON communicates where it sees its role, also in relation to the observational communities. He said that the community is looking for SAON to make an observing system a reality. SAON is not idea or science limited, but resource limited at the implementation side. He believed that the principle of an Arctic

¹ <http://www.arcticobserving.org/review>

GEO should be introduced very carefully, but believed that GEO could provide a good framework, making an arctic observing system part of the global system.

Vito Vitale believed that the final goal is the same for GEO and SAON, and that the two initiatives should work together in parallel. GEO and SAON should stay separated, but strongly connected. GEO is a global player, and SAON should maintain specificity as the Arctic body.

Attilio Gambardella (EC) proposed that the August 2016 Arctic Ministerial Meeting should be used as an opportunity to promote SAON and to get the relevant mandate.

8. EU/Horison 2020 initiatives

8.a. EU-PolarNet

Nicole Biebow (Germany and Executive Manager for EU-PolarNet) briefly summarised the objectives of EU-PolarNet . The overall goal of EU-PolarNet is to develop an integrated European polar research programme that includes both space based and ground based observations. It is co-designed with all relevant stakeholders and international partners.

Jan Rene Larsen summarised the three EU-PolarNet deliverables that AMAP is responsible for and is preparing in cooperation with ADC and CON:

- Inventory of existing monitoring and modelling programmes (With CON, reference to 4.b.1. 'Inventory work plan')
- Roadmap for optimisation of monitoring and modelling programmes (With CON)
- Data management recommendations for polar research data systems and infrastructures in Europe (With ADC)

8. b. EU call on 'An integrated Arctic observation system'

Jan Rene Larsen briefly described the call with a deadline in February 2016 and noted that the call text mentions that the project should support SAON. He said that he had been in dialogue with some of the consortia that submitted a response and that SAON support had been offered. The submissions were under review and the outcome is expected to be known by mid-2016.

9. Contribution to Arctic Observing Summit (AOS)

9.a. AOS 2016

The conference statement² was presented on the 18th March and contains specific references to SAON:

² <http://www.arcticobservingsummit.org/aos-2016-conference-statement-0>

(4) **Coordinate** the implementation of a pan-Arctic observing system with regional and global observing initiatives, and organize efforts in securing resources for its sustained operation through the leadership of the Sustaining Arctic Observing Networks (SAON) initiative.

(7) **Work**, through the IASC-SAON Arctic Data Committee, to develop a broad, globally connected Arctic observing data and information system of systems that is based on open access data and standards, in addition to recognizing and addressing ethical use and proprietary rights of Indigenous Knowledge and that delivers value to Arctic and global communities.

The Board agreed to support these statements given that adequate resources are identified. It was agreed that a text from the Board, responding to the conference statement should be brought to the August 2016 Arctic Ministerial Meeting and to the Arctic Council. It was decided to have a Board meeting in May 2016 to prepare such a text.

Action:

- Arrange Board meeting in May and make plans for the preparation of communication/outreach material for the August 2016 Arctic Ministerial Meeting (7)

9.b. AOS 2018

Larry Hinzman explained that AOS is SAON's outreach event and that SAON is one of the organisers of the AOS. He believed that the SAON Board should play a more active role in formulating the objectives of the AOS. He asked the Board to consider the AOS 2018 themes, making sure that SAON's perspectives are covered. He emphasized that input to the organising work should be formulated as early as possible. Planning of the AOS 2018 should start now, and that the first task would be to find a host. He noted that the 2014 and 2016 AOSs had been organised in cooperation with the ASSW, but that the 2018 AOS in Davos would be a joint meeting between IASC and SCAR and that it could be a challenge also to have the AOS in Davos.

Eva Kruemmel said that the PPs would have concerns about expenses, the limited ability of Arctic Indigenous peoples to participate and would prefer if the meeting would be held in an Arctic country.

Other opportunities were mentioned like the Arctic Circle (Iceland), Arctic Frontiers (Norway), and ISAR (Japan).

Peter Schlosser explained that the three co-chairs of AOS are from SAON, ISAC and the local organising committee, and that input from the SAON Board is needed.

Eva Kruemmel asked if the Board felt that SAON has been visible enough in the AOS and also saw a need for better communication with the Board on AOS questions.

Lisa Loseto said the AOS communication to the PPs communities should be improved, noting that 10% of the participants at the AOS are from these.

Actions:

- Prepare a document on the options for hosting AOS 2018 (8)
- Provide input as to the organization of next AOS (10)

10. Any Other Business

World Meteorological Organisation (WMO)

Etienne Charpentier made a presentation about the Global Cryosphere Watch (GCW)³, noting that the goal is to provide authoritative, understandable, and useable data, information, and analyses on the past, current and future state of the cryosphere. He described

- i. the GCW surface observation network, which is comprised of the core component, CryoNet, and contributing stations that are not part of CryoNet. The GCW network builds on existing cryosphere observing programmes and promotes the addition of standardized cryospheric observations to existing facilities in order to create more robust environmental observatories. The basic component of the GCW network is the station. A station measures one or more components of the cryosphere and one or more variables of each component, for example depth and density of the component snow. CryoNet stations must meet a minimum set of requirements, which includes providing ancillary meteorological measurements.
- ii. GCW Data Portal with information on the state of the cryosphere. It contains information about datasets (metadata), but not the data itself. It links to datasets that are stored at partner data centres. It is in a pre-operational phase and has been developed by the Norwegian Meteorological Institute.

GCW requirements are being formulated as part of the WMO Rolling Review of Requirements (RRR). In particular, there will be the need to identify sub-application areas where observational user requirements for polar applications exist and are independent of other WMO Application Areas. Such requirements will be recorded in OSCAR⁴ together with the capabilities of the surface- and space-based observing systems contributing to the GCW.

European Space Agency (ESA)

Ola Gråbak (ESA) explained about space based monitoring and how this could be seen as an opportunity for SAON. The Polaris Initiative is meant to respond to demands for space-based monitoring, and he believed that SAON should be more active in formulating expectations to future missions. Copernicus is a sustained system, funded until 2030, and the first satellites have been launched. The Copernicus user forum has meetings 5-6 times per year and proposed that SAON could consolidate expectations and funnel these to the forum.

Christine Daae Olseng responded that it would be interesting to see who is in the forum and who could perhaps represent SAON. She asked the Board to contact national representatives.

³ <http://globalcryospherewatch.org>

⁴ oscar.wmo.int

Nicole Biebow mentioned that EU-PolarNet is working together with the Polaris Initiative and have several deliverables.

Etienne Charpentier explained that the WMO vision for WIGOS component observing systems in 2040 is under development and includes both surface- and space-based observing systems. In GCW there is also the Polar Space Task Group (PSTG), and this can also be used to feed in requirement.

Ola Gråbak was asked provide information about the Polaris Initiative to the Board members, and these were asked to study the information from a national perspective. Board members were also encouraged to identify persons that could provide SAON information to the initiative.

Actions:

- Circulate information about the Polaris project to SAON Board (9)

Ajourn

Christine Daae Olseng closed the meeting and thanked the participants for their contribution.

Appendix 1: Agenda

- 1) Welcome and adoption of agenda [CDO and LH]
- 2) SAON updates and follow up on actions [JRL]
[Actions from the meetings 10JUN15 and 8DEC15 will be reviewed]
- 3) SAON Terms of Reference [CDO, JRL]
[This will be a brief overview/discussion of the ToR. Is there a need to initiate a process of revision of the ToR?]
- 4) Report from the Committees:
 - a. Arctic Data Committee (ADC) [PP]
 - 1) New Terms of Reference for Board approval [PP]
[At the latest ADC meeting, the committee drafted a new proposal for ToR. This is for discussion and approval by the Board]
 - 2) Draft memorandum of cooperation with SCADM and SOOS [PP]
[At the latest ADC meeting, the committee met with the Standing Committee on Antarctic Data Management (SCADM) and with representatives for the Southern Ocean Observing System and drafted a proposal a MoC. This is for discussion and approval by the Board]
 - b. Committee on Observations and Networks (CON) [LL]
 - 1) Inventory work plan [LL, JRL]
[CON is currently collecting metadata information about Arctic observational networks, projects, programs, and platforms. This is an update on the status of the work]
 - 2) Community Based Observing (CBO) [PP, LL]
[There has been an informal exchange of information on establishing an activity on CBO]
- 5) Communication and outreach [CDO, VR, PP, LL, JRL]
[There is an action to the Executive to consider SAON outreach. The document summarises current outreach activities and asks the Board to discuss elements in an outreach strategy]
- 6) SAON Review [CDO, LH]
[A review committee has been established, and will meet in March 2016. The Board is asked to provide comment on the draft survey text]
- 7) SAON and GEO/GEOSS [LH, MK, JRL]
[There is an ongoing dialogue with the Group on Earth Observations [GEO] on how to develop the relationship between GEO and SAON. Director of the GEO Secretariat, Barbara Ryan, will attend the Board meeting. The documents by Matthew Druckenmiller et al. and Yubao Qiu et al. are for information only]
- 8) EU/Horison 2020 initiatives:
 - a. EU-PolarNet [NB]
[An update on EU-PolarNet will be provided. ADC and CON are involved in some of the EU-PolarNet deliverables]

- b. EU call on 'An integrated Arctic observation system'⁵ [JRL]
[An update on the call will be given]

9) Contribution to Arctic Observing Summit (AOS)

- a. 2016: Contribution to the final statement [LH]
- b. 2018: Visions for the next AOS [All]

10) Any Other Business [All]

CDO: Christine Daae Olseng

JRL: Jan Rene Larsen

LH: Larry Hinzman

LL: Lisa Loseto

NB: Nicole Biebow

PP: Peter Pulsifer

⁵ <http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/topics/5122-bg-09-2016.html>

Appendix 2: List of Participants

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World Meteorological Organization (WMO)	Etienne	Charpentier	World Meteorological Organization (WMO)	7 bis, Avenue de la Paix, Case Postale 2300 1211, Geneva Switzerland		echarpentier@wmo.int

1) Part-time present

Appendix 3: List of meeting documents and presentations

Agenda item	Document no	Document title	Document author
1	09	Draft agenda version 10MAR2013	Executive
1	12	List of participants 11MAR2016	Secretariat
3	(Link)	SAON Terms of Reference	Board
4.a	(Presentation)	The Arctic Data Committee: update on activities and next steps	Peter Pulsifer
4.a	05	ADC Draft Terms of Reference	ADC
4.a.1	06	Draft Meeting Report of the 2nd ADC meeting	ADC
4.a.2	07	Memorandum of Cooperation Between The SCAR Standing Committee on Antarctic Data Management and ADC (Draft)	ADC
4.b.1	(Presentation)	CON Inventory work plan (presentation)	Lisa Loseto and Jan Rene Larsen
4.b.1	(Link)	CON Inventory work plan (link to SAON web site)	CON
4.b.2	13	Community Based Observing (CBO)	Lilian Alessa, Lisa Loseto, Peter Pulsifer
4.b.2	(Presentation)	CBO: CON Briefing a, b, c	Lilian Alessa
5	11	SAON outreach activities	Secretariat
6	04	Review plan	Board
6	10	Review draft survey text version 10MAR2016	Executive
7	(Link)	Advancing Arctic observing within the Global Earth Observation System of Systems (GEOSS) through a focus on Community-Based Monitoring	Matthew Druckenmiller et al.
7	(Link)	Statement on the GEO Cold Region Initiative (GEOCRI)	Yubao Qiu et al.
7	(Link)	GEO 2016 Work Programme	Group on Earth Observations (GEO)
8.a.	(Presentation)	EU-PolarNet - Connecting science with society	Nicole Biebow
8.a	(Link)	The role of EU-PolarNet in sustaining Arctic Observations	Nicole Biebow et al.
9	(Link)	The Sustaining Arctic Observing Networks (SAON): Status	Executive
10	(Presentation)	Global Cryosphere Watch (GCW)	Etienne Charpentier

The documents can be found at <http://www.arcticobserving.org/8-site-content/162-saon-board-meeting-fairbanks>

Appendix 4: Actions

Action No	Action	Who	When
1	Provide comments to ADC ToR	Board members	1 st May 2016
2	Prepare a draft work plan with 1, 2 and 5 year timelines, including outreach and communication	SAON Executive	1 st September 2016
3	Provide reporting on CON activity 1a ('State of National inventories')	SAON countries and organisations	1 st April 2016
4	Provide comments to the CBO proposal	Board members	26 th March 2016
5	Write a document to the Arctic Council Scientific Cooperation Task Force, outlining how SAON could contribute to the implementation of the agreement	Ulf Jonsell, Peter Pulsifer, Jan Rene Larsen	1 st June 2016
6	Prepare a draft update to the SAON brochure	SAON Executive	1 st September 2016
7	Arrange Board meeting in May and make plans for the preparation of communication/outreach material for the August 2016 Arctic Ministerial Meeting	SAON Executive	May 2016
8	Prepare a document on the options for hosting AOS 2018	SAON Executive	1 st September 2016
9	Circulate information about the Polaris project to SAON Board	Ola Gråbak, ESA	1 st April 2016
10	Provide input as to the organization of next AOS	SAON Executive	27th April 2016