



Meeting of the SAON Executive Committee / SAON Retreat Organizing Committee	
When	13th June 2017, 16-17 CET / 10-11 AM EST
Venue	Teleconference
Participants	Allen Pope (AP), Christine Daae Olseng (CDO), Eva Kruemmel (EK), Hajo Eicken (HE), Inger Utne (IU), Jan Rene Larsen (JRL), Larry D. Hinzman (LH), Peter L. Pulsifer (PP), Sandy Starkweather (SS)
Apologies	
Meeting notes	JRL

Agenda:

- 1) The '[Frascati document](#)' and an [introductory note](#) has been circulated to the Board and the participants. Is the 'Frascati document' the document that we would like to see as the outcome of the meeting? One way to restructure the document is to focus on the questions what, why, how?
For each goal:
 - a. Define a metrics to measure it
 - b. Describe the means to achieve the goal / Couple it to SAON Committees and National committees
 - c. Define short-term and long-term
- 2) [Retreat agenda](#). Group proposals: Goals, Committees (including objectives), National network, Communication, Funding
- 3) Who should be rapporteurs for the break-out groups?
- 4) Should tools be used? Please find enclosed the previously circulated document on tools

Notes:

In the beginning of the meeting:

- Divide participants into groups of 2-3, asking them to respond to the question: What do you expect to see as an outcome of the meeting?]
- Ask participants to share their history about something that has worked regarding international cooperation on observations]
- Goals of SAON are discussed in small groups, either 'world café' or 'yellow stickers', could be followed by voting

- Goals could be evaluated, using the quadrant method for 'quick wins'
- Explain to the participants that they are asked to contribute to writing text for the final document

Goals:

AP: The goals as they are listed in the 'Frascati document' - would be difficult to measure.

SS: believed that many of the goals in the 'Frascati document' are re-articulating the vision. Visions are decadal, while goals are, say 3 year. Consider moving something of the goals into the vision. Alternatively, create a section on 'guiding principles' and insert these between vision and goals.

LH: An outcome should be a top-priority action plan, outlining the role of different organisations and individuals, and how they fit in.

EK: Seek to develop a timeline for the different activities

Funding:

SS: Funding should not explicitly be a goal. It should be part of the business plan to make things happen.

PP: Reads the document as if it is only the government that is doing the funding – we may want to open up on this.

HE: Would rather see the potential role of SAON as the broker working with agencies and private sector. European Commission (Andrea) is developing a business plan for arctic observing; there are private sector interests in certain observational assets. What is the role, SAON can play at a higher level?

Actions:

- JRL: Set up a Dropbox / Google docs system for the contributions to the document
- JRL: Ask Attilio to tell the workshop on the EC business plan for arctic observing.