**CNH Lake Catchments Team Teleconference**

**1/8/2016**

In attendance:

* Kelly Cobourn
* Cayelan Carey
* Kevin Boyle
* Amy Hetherington
* Jen Klug
* Chris Duffy
* Paul Hanson
* Weizhe Weng

------------------------------------------ Summary of Action Items ------------------------------------------

* All team members: If you would like to attend PSU INSPIRE modeling workshop on February 11-12, please contact Kelly
* Researchers involved in each pairwise model coupling activity for Year 1 to discuss the project infrastructure and information needed (e.g. what questions need to be answered to accomplish the coupling?) to support their coupling activities. These will be tasks in ODS system (ownership of task assigned to recipient of data in coupling). Discussion of these conversations is on the agenda for February team teleconference.
	+ Paul, Cayelan, Amy to discuss PIHM-GLM with Chris
	+ Kelly to discuss Cycles-SDP and SDP-PIHM with Chris and Armen
	+ Kevin to discuss GLM-Hedonic with Paul, Cayelan, Amy
* Schedule a follow-up conversation about including lake associations in potential list of coauthors when Mike Sorice and Kathie are on the call
* All team members: Navigate through task menu and provide feedback on structure in February teleconference

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Meeting minutes

1. Items from the team
	1. Dates/time for Spring 2016 teleconferences: First Friday of each month from 2-3pm Eastern
	2. February Penn State workshop (Feb. 11-12): Who is attending? Who will take lead on logistics?
		1. Confirmed CNH attendees: Cayelan, Amy, Kevin, Kelly (by Skype)
		2. **Action item: if you would like to attend PSU workshop, please contact Kelly**
2. Year 1 objectives
	1. Overview of objectives
		1. Year 1 model development objectives
			1. PIHM for all lakes (lead Chris)
			2. GLM for all lakes (leads Paul, Cayelan, Amy)
			3. Economic SDP for Mendota and Sunapee (lead Kelly)
			4. Cycles for Mendota (lead Armen)
			5. Economic hedonic for all lakes (lead Kevin)
		2. Year 1 model coupling objectives (\**leadership for coupling tasks is assigned to the recipient of data in the coupling*)
			1. PIHM-GLM for Mendota and Sunapee (leads Paul, Cayelan, Amy)
			2. Cycles-SDP for Mendota (lead Kelly)
			3. SDP-PIHM for Mendota and Sunapee (lead Chris)
			4. SDP-GLM for Mendota (leads Paul, Cayelan, Amy)
			5. GLM-Hedonic for all lakes (lead Kevin)
		3. Team discussion of Year 1 objectives
			1. Revisit project narrative for description of objectives
			2. Some of the first questions we need to answer for modeling activities include: How many years will the models cover? Which years? What is the geographic extent?
			3. Where is information for coupling activities?
				1. Dropbox representative modeling papers
				2. Original project narrative
	2. Tasks for February teleconference
		1. **Action item: researchers involved in each pairwise coupling to discuss the project infrastructure and information needed (e.g. what questions need to be answered to accomplish the coupling?) to support their coupling activities**
			1. Paul, Cayelan, Amy to discuss PIHM-GLM with Chris
			2. Kelly to discuss Cycles-SDP and SDP-PIHM with Chris and Armen
			3. Kevin to discuss GLM-Hedonic with Paul, Cayelan, Amy
3. Discussion of authorship guidelines
	1. How will the scope of the “team” that receives the authorship memo be defined?
		1. Suggestion to keep a running list of team members that stays up to date for email
			1. Should we establish a listserv?
		2. Keep postdocs, graduate students, technicians on the list for email distribution
			1. How do we want to treat graduate students involved in, but not funded by, the project?
			2. Faculty working with postdocs, graduate students, and technicians are responsible to discuss project expectations with them
				1. Pat will forward policy document of team expectations from CSI Limnology project as a model of how to define these expectations for a large team
		3. Should lake associations be included in the email list?
			1. In some case, lake associations may be collaborators; in others they may be subject of study (need to preserve objectivity)
			2. **Action item: have a follow-up conversation about including lake associations in potential list of coauthors when Mike Sorice and Kathie Weathers are on the call**
4. ODS task structure and team feedback
	1. Organization of tasks
		1. 3 overarching categories: administration, research, broader impacts
		2. **Action item: navigate through task menu and provide feedback on structure in February teleconference**