



16 June 2019

Michael Purucker
President, Geological Society of Washington

Dear Mike and GSW Council:

I'm writing on behalf of AGU to propose a collaboration between AGU and GSW around the use of our conference facility for GSW meetings. As mentioned, in developing an offer for use of the AGU conference facilities on a simple standard fee basis, we realized that the costs would exceed significantly the per meeting budget of GSW. This is because we have to support an evening security and cleaning staff.

Instead, we are proposing in this letter a closer collaboration between the AGU and GSW than a simple contracting model. We view this as mutually beneficial to both societies including our staff and local and visiting members. We would propose an MOU between AGU and GSW that would follow the following framework:

- AGU will host the GSW meetings. GSW would contribute a flat fee of \$900/meeting to AGU for 11-13 meetings/year. AGU would subsidize additional direct costs including staffing and standard (beer, water, sodas) beverages for attendees at a minimum for each meeting. Additional food and beverage services or other amenities can be provided at AGU's discretion. AGU meeting space would include the lobby and main conference room.
- We propose that GSW hold 1-2 "public" lectures/year as joint GSW-AGU lectures. One of these would be the Bradley Lecture; an additional one could be the Presidential address or an extra meeting upon agreement of both societies. "Public" means that AGU would be able to advertise these meetings to its local (DC area) membership and perhaps other scientists in the DC area. We would have a registration system to ensure that attendance did not exceed capacity and that GSW members had priority.
- GSW will include one AGU staff member either as a non-voting member of the GSW Council, or as a co-chair or advisor to the GSW meetings chair, to allow GSW to have better knowledge of AGU members that are visiting and to coordinate w/ the AGU staff seminar series, and to provide effective feedback to AGU on the facility.



- AGU would provide small meeting rooms or space for five GSW executive meetings per year (council and finance committees).
- Each society agrees to help with joint messaging of seminars of interest to their respective community and other open AGU or GSW events.
- GSW would confirm meeting dates with AGU in advance yearly so that AGU can predict set up and conflicts related to any other groups using the AGU space.
- GSW would conclude their meetings by 1030 PM (AGU night staff are paid for a maximum of 4 hours)
- This MOU would be in effect for 3 years.

Sincerely,

R. Brooks Hanson
Executive Vice President, Science
AGU

