

Southern Association of Marine Laboratories
2014 Business Meeting Minutes
22 May 2014

The Annual Business meeting of SAML was called to order by President Lou Burnett at 11:35 a.m.

- **Minutes Approval:** The 2013 Business meeting minutes had been distributed via email and posted on the SAML web site. No changes were offered. Nancy Rabalais moved for (Aswani Volety seconded) approval of the minutes without changes. The minutes were approved by acclamation.

- **President's Report** (Lou Burnett)
 - Webpages: Lou opened the SAML/NAML websites and displayed them on screen; he indicated that the NAML webpage has been up and running for several months (<http://naml.org>); Lou walked through the major sections. As an example he highlighted the Public Policy Agendas and documents. He also pointed out that the telephone call notes for Public Policy are password protected. He noted that past meetings are listed and presentations that were given are available. Lou encouraged members to list courses, jobs, and research opportunities as they become available. He pointed out the map and the ability to localize to the specific areas within NAML. He then walked through the SAML options. It is important to note that if you list opportunities under SAML they will show up under NAML also. Finally Lou pointed out the rotating images and encouraged submission of additional images from member institutions.
 - Listserv: A new NAML and SAML listserv is currently being created. Members will be advised when this occurs.
 - Business management: Lou worked on NAML committee for hiring a management firm, Burk & Associates, Inc. (BAI) Unfortunately, NAML didn't renew its non-profit status; BAI has already taken steps to remedy this and NAML's non-profit status should be reinstated this summer.
 - Membership: The membership list has been reconstructed and invoices have been sent to delegates and representatives for 2014 dues. Dues will be invoiced starting in January next year; invoices sent to delegates/representatives of SAML. 18 Labs have paid dues to date. Recruiting new Labs and prior Labs back into fold is a priority for 2014. Members were encouraged to assist in recruiting.
 - Note: Members thanked Lou for his efforts in setting up both the NAML and SAML webpages.

- **Past President's Report** (Nancy Rabalais)
 - Challenges: SAML needs a logo; SAML needs to recruit new and reengage past members; need more information from SAML members to update website; NAML should provide more services to member associations (SAML will need to nominate NAML president in 2018); NAML is in transition and to aid in this NAML contracted with Burk & Associates, Inc. for business activities oversight.

- Suggestion by Bob Dickey: hire a company to investigate and design logo; Lou indicated that this needs to be given to finance committee to consider.
 - Future Meetings: Joint OBFS/NAML Meeting September 2014 at Woods Hole; March 1-2, 2015 NAML Public Policy Meeting in Washington DC; Mike De Luca will be next NAML president following Nancy Rabalais. Meeting information will be posted on the NAML website.
- **Treasurer's Report** (David Eggleston in absentia)
Dave Eggleston submitted a Treasurer's Report for 2013, which was reviewed by the Finance Committee (see Appendix 1). The Finance Committee moved acceptance of the Treasurer's report and this was approved by acclamation.
 - **Audit Committee Report**
Committee members: Quint White (chair), Linda Schaffner, Joel Thompson.
The Audit Committee reviewed the financial records provided by Treasurer Dave Eggleston and reported that all transactions were appropriately documented.
 - **Finance Committee Report**
Committee members: Quint White (chair), Dave Eggleston, Linda Schaffner, Joel Thompson.
The Finance Committee reviewed and approved a proposed budget for 2015 that included the following elements.
 - annual meeting expenses (\$4,000)
 - website management (SAML share to BAI, \$2,000)
 - support for SAML president to attend NAML annual meeting (\$1,500)
 - SAML member support to supplement those members that cannot otherwise attend a SAML meeting (\$1,000)
 - student awards (\$1,000). The topic of student awards was discussed at length. In general, it was felt that the past practice of giving money to different scientific societies to support student travel, while a good thing, was not something we wanted to continue. One suggestion was to establish a process whereby students at SAML member institutions could apply directly to SAML, using a process to be determined, to support travel to a scientific conference or a research site. Supporting internships was also suggested as something that could be done with these funds. There was a general feeling that the amount of money allocated to any such endeavor needs to be increased. Lou Burnett suggested that the Executive Committee will take up this matter immediately and appoint an *ad hoc* committee to make specific recommendations.
 - **Nominating Committee Report**
Committee members: Nancy Rabalais (chair), Myron Fisher, Tony Knap, and Eric Milbrandt.
The committee nominated Linda Schaffner to serve as Member-at-Large immediately to fill the remainder of John Rummel's term through 2014 and to continue serving in this capacity for a complete three year term beginning in 2015. No additional nominations were made from the floor. Linda was voted in by acclamation of the members.

- **Future Meetings**

- Spring 2015, Atlantic coast venue, VIMS to host; coincides with 75th anniversary and SAML’s 30th anniversary; SAML will do a survey for meeting dates.
- Spring 2016, Gulf coast venue – Eckerd College and the University of Texas, Marine Science Institute at Port Aransas volunteered to serve as hosts. The Executive Committee will recommend one of these two locations for 2016.
- NAML Winter Meeting, March 1 and 2, 2015.

- **New Business**

- New SAML Members
 - University of Georgia, Marine Institute (UGAMI) at Sapelo Island (Merryl Alber presented a short overview; available on SAML web site under Past Meetings)
 - Auburn University, Auburn University Marine Extension and Research Center (AUMERC) (petitioned for membership), located in Mobile on the bay (Lou read some of the background of the Center)

Lou indicated that the Executive Committee approved new membership for both UGAMI and AUMERC; Lou asked the members present to vote on their acceptance – A motion to accept the new memberships was offered by Michael Crosby and was seconded by Jackie Dixon; the motion was approved unanimously by the members.

- LSAMP Proposal by Matt Gilligan; Lou asked that the group review and consider the proposal. Matt would like to submit through the SAML management company; Lou suggested that the group discuss Matt’s proposal on Friday.
- NAML Emeritus Member Proposal – Lou provided some background on Past President Mike Orbach and proposed that his name be forwarded to NAML for consideration as an NAML Emeritus Member. The motion was offered by Nancy Rabalais and seconded by Aswani Voley; the motion was approved unanimously by the members.

A motion to adjourn the Business Meeting was offered by Nancy Rabalais and approved unanimously by the members. Adjourned 12:30 p.m.

Minutes submitted by Sylvia B. Galloway, SAML Secretary

SAML Board:

President	Lou Burnett	2014-2015
President-Elect	Aswani Voley	2014-2015
Past President	Nancy Rabalais	2014-2015
Treasurer	Dave Eggleston	2014
Secretary	Sylvia Galloway	2014
Member-at-Large	Linda Schaffner	2014
Member-at-Large	Quinton White	2014-2015
Member-at-Large	Sandra Gilchrist	2014-2016

Appendix 1.

**SOUTHERN ASSOCIATION OF MARINE LABORATORIES
FINANCIAL REPORT
a/o December 31, 2013**

CASH BALANCE – December 31, 2012 **\$65,043.82**

Deposits

SAML Dues from NAML	\$6,200.00
SAML Regional Dues (NOAA Galv & State of LA Fish.)	\$400.00
Interest	\$40.66

Withdrawals/Cash Disbursements

Jacksonville Univ. (SAML Meeting 5/16/13)	\$1983.72
Shirley Pomponi (retirement gifts for outgoing Board)	\$197.81
SS Marine Taxi (SAML Meeting; river cruise)	\$500.00
AFS Estuarine section (student awards)	\$1000.00
Go Daddy (annual fee for SAML.ORG domain)	\$10.88

CASH BALANCE – December 31, 2013 **\$67,992.07**

A look ahead to 2014:

CASH BALANCE – January 1, 2014 **\$67,992.07**

Deposits

SAML Dues from NAML	\$6,400.00
Interest BB&T	\$11.52

Withdrawals/Cash Disbursements

None

BB&T Balance as of April 30, 2014 **\$74,403.59**

Submitted by: _____
David B. Eggleston, Ph.D., Treasurer