

**Southern Association of Marine Laboratories
2016 Business Meeting Minutes
12 May 2016**

Univ. of Texas at Austin Marine Science Institute, Port Aransas, TX

The Annual Business meeting of SAML was called to order by President Aswani Voley at 10:31 a.m. (Central Time)

Aswani Voley thanked Lou for his effort to increase membership as well as improving fee collection. Past-president photo taken.

Robert Dickey, Director of UTMSI provided an overview of the host lab. This was followed by updates from member institutions.

- **Minutes Approval:** The 2015 Business meeting minutes had been posted on the SAML web site. Nancy Rabalais moved (Bob Dickey seconded) approval of the minutes as submitted. The minutes were approved by acclamation.
- **Treasurer's report** (Dave Eggleston)
 - See appendix.
 - Comments: Lou Burnett noted that SAML is a separate non-profit from NAML's non-profit status so should consider making all regionals non-profit. Lou Burnett and Dave Eggleston plan to work with NAML regionals. Need to make sure that SAML finances are being reported through NAML's Form 990.
 - Burk and Associates managing the membership but there have been some gaps in billing notices coming to delegates. Dave will speak with Brett Burk about having billing notices come from secretariat@naml.org so that members recognize the address.
- **Audit Committee Report (Joel Thompson)**

Committee members: Joel Thompson and Robert Dickey.
The Audit Committee reviewed the financial records provided by Treasurer Dave Eggleston and reported that all transactions were appropriately documented. There were no questions. Kumar Mahadevan moved (seconded by Jim Sanders) approval of the Audit Committee Report. The motion passed by acclamation.
- **Finance Committee Report**

Committee Members: Dave Eggleston (chair), Joel Thompson, Bob Dickey.
The budget for 2017 was presented (see appendix 2). The budget for 2017 was approved by acclamation.
- **Nominating Committee Report (Lou Burnett)**

Members: Louis Burnett, Felicia Coleman, Read Hendon. Eric Milbrandt was nominated as Member-At-Large for a term beginning in January 2017. There were no other nominations. The appointment of Eric Milbrandt as Member-At-Large was approved by acclamation.
The Nominating Committee noted the upcoming SAML elections at the 2017 SAML meeting.
- Member-At-Large to replace Linda Schaffner whose term ends in 2017
- SAML President-elect (2018-2019)
- NAML President-elect (reflects SAML rotation on NAML President)

- **President's Report** (Aswani Volety) NC Sea Grant & SC Sea Grant applications as associate member, SC sea grant only other Sea Grant and as associate members. Discussion then Jim Sanders made a motion to accept (seconded by Mark Luckenbach). Student support programs successful. For future: Wes Tunnell and Kumar Mahadevan awards for top projects moving forward.
 - (Lou Burnett): Reviewed the NAML/SAML website/pages (<http://naml.org>) providing the password and solicited attendees to add their jobs, opportunities & courses and to send their pictures for the scroller to him.
 - (Joel Widder): Presented on future in discretionary and non-discretionary spending, sequestering and a look ahead to 2017, including the transition paper to be developed for submission soon to the new US presidential administration. Slides provided.
 - Randy Beaver from College of Charleston provided an overview of the internal topic – lab safety; full presentation with results of the survey and discussion scheduled for the 13th May.
 - Marine Bundy, Barbara Kirkpatrick, Dwayne Porter and Ed Buskey made presentation on the external issue – Integration of SAML Laboratory Network with NEER and IOOS Monitoring programs.
 - Randy Beaver made a presentation on survey results and provided an overview of best practices on the safety programs and the handling of hazardous waste at marine labs (May 13th).

- **Old Business-none**

- **New Business**

Future Meetings

- Spring 2017, Atlantic coast venue, UNCW (Martin Posey) to host.
- Spring 2018, Gulf coast venue – Eckerd College (Joel Thompson)
- NAML Winter Meeting, Washington, D.C., March 2017.

Business Meeting was adjourned at 12:30 p.m.

Minutes submitted by Sue C. Ebanks, SAML Secretary

Notes to Minutes

***There was discussion amongst some members of the Executive Committee to have the SAML Student Support Program Awards for 2017 be renamed to “Wes Tunnel and Kumar Mahadevan SAML Student Support Awards for 2017” in honor of Drs. Tunnel and Mahadevan but this needs to be revisited so that it may be addressed by the full SAML Membership.

SAML Executive Committee:

President	Aswani Volety	2016-2017
President-Elect	Quinton White	2016-2017
Past President	Louis Burnett	2016-2017
Treasurer	Dave Eggleston	2016

Secretary	Sue Ebanks	2016
Member-at-Large	Sandra Gilchrist	2014-2016
Member-at-Large	Linda Schaffner	2015-2017
Member-at-Large	Joel Thompson	2016-2018

**SOUTHERN ASSOCIATION OF MARINE LABORATORIES
FINANCIAL REPORT
a/o December 31, 2015**

CASH BALANCE – December 31, 2014 **\$69,178.56**

Deposits

SAML Dues from NAML (5/21/15)	\$14,600
Interest (2015)	\$37.08
Total Deposits	\$14,637.08

Withdrawals/Cash Disbursements

Creekside Catering, Co. (SAML Meeting 5/4/15)	\$1500.00 ✓
Federal Science Partners (Travel to SAML Meeting 5/8/15)	\$396.70 ✓
Matt Gilligan (Travel to SAML Meeting 5/11/15)	\$980.45 ✓
Sodexo, Inc. (SAML Meeting 5/21/15)	\$344.48 ✓
VIMS (SAML Meeting 6/2/15)	\$1271.90 ✓
SAML Student Awards (Chk #s 1015, 1016, 1017, 1018, 1019, 1020, 1021, 1022, 1023, 1024, 1025, 1026, 1027, 1029 ¹⁰¹⁵)	\$2250.00 ✓
Lou Burnett (Travel to NAML Meeting HBOI 10/22/15)	\$667.69 ✓
GoDaddy (annual fee SAML.ORG domain 11/20/15)	\$11.92 ✓
Total Withdrawals	\$7,423.14

CASH BALANCE – December 31, 2015 **\$76,392.50** ✓

A look ahead to 2016:

CASH BALANCE – January 1, 2016 **\$76,392.50** ✓

Deposits

Interest BB&T	\$9.22 ✓
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Withdrawals/Cash Disbursements

SAML Student Awards (Chk #s 1030, 1031, 1032, 1033, 1034, 1035, 1036, 1037, 1038, 1039, 1040, 1041, 1042, 1043, 1044, 1045, 1046, 1047, 1048, 1049, 1050, 1051)	\$3,750.00 ✓
Matt Gilligan (Travel to LSAMP Meeting 3/2/16)	\$600.00 ✓
Randy Beaver (Travel to SAML Meeting 4/28/16)	\$604.20 ✓

BB&T Balance as of March 31, 2016

4 +
\$71,438.30

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

71,447.52

Approved by SAML Audit Committee 5/11/16
John B. Duggan K. W. [Signature]

Appendix 2.
SAML Budget for 2017

	Expense	Income
SAML Dues (projected)		\$ 9,000.00
Transfer from Reserve		\$ 3,000.00
Annual meeting	\$ 4,000.00	
Federal Science Partners	\$ 1,500.00	
Website management	\$ 1,000.00	
SAML President support	\$ 1,500.00	
Student Support Program	\$ 4,000.00	
TOTAL	\$ 12,000.00	\$ 12,000.00