

Southern Association of Marine Laboratories
2018 Business Meeting Minutes
9 April 2018
Eckerd College, St. Petersburg, FL

The Annual Business meeting of the Southern Association of Marine Laboratories (SAML) was called to order by Quinton White at 11:01 a.m. (Eastern Time).

Joel Thompson, Director of Eckerd College Galbraith Marine Science Center, provided an overview of the host lab. This was followed by updates from member institutions.

- **Minutes Approval:** The 2017 Business meeting minutes had been posted on the SAML web site. After a brief review by Secretary Ebanks and circulation of hardcopies, the minutes were approved by acclamation.
- **Treasurer's report (Dave Eggleston & Read Hendon, with Louis Burnett)**
 - Audited report added to the Minutes (Appendix 1).
 - 1 Jan-31 Dec 2017
 - Comments:
 - Need to follow up on the amount of money received from NAML.
- **Audit Committee Report (Eric Milbrandt for Joel Thompson)**

Committee members: Eric Milbrandt, Lou Burnett.

The Audit Committee reviewed the financial records provided by Treasurer Dave Eggleston and reported that all transactions were appropriately documented for 2017. There were no questions. Treasurer report approved by acclamation.
- **Budget Committee Plan for 2019 (Read Hendon)**
 - See appendix 2.
- **Nominating Committee Report (Aswani Voley)**

Members: Aswani Voley, Felicia Coleman. Clark Alexander nominated as Member-at-Large for a term beginning in January 2019 to replace Joel Thompson. There were no other nominations. Clark Alexander approved for Member-at-Large (2019-2021) by acclamation.
- **NAML Education Committee Report (Sue Ebanks)**

Leaders from this committee will continue to report on the quarterly calls and provide opportunities for Directors to update their Education point of contact at the NAML and regional meetings.

New Business:

- **Membership Approval:** University of North Florida's Coastal and Marine Biology Flagship Program, submitted by Jim Gelslechter, was previously presented by Aswani Voley to the Executive Committee and approved for presentation to SAML membership: The University of North Florida's Coastal and Marine Biology Flagship Program's request for membership was approved by the SAML membership by acclamation.
- **NAML President:** Attendees were reminded that Robert Dickey has been put forth as President-Elect for NAML.
- **Tax-exempt status:** There was discussion about the path forward for reinstating SAML's tax-exempt status. It will be independent of NAM, though NAML will remain the umbrella organization, and will be incorporated through Mississippi. Known changes will include

obtaining independent EIN and independent tax submission. There will be follow-up on this by President Quint White and Treasurer Read Hendon.

- **Budget for 2018** (see appendix 2) was presented by new treasurer Read Hendon
- **Student award list names for awards:** Attendees were charged with proposing names for the awards following Kumar Mahadevan and Margaret Davidson
- **SAML Logo contest.** \$500 prize. Mona Behl to chair the committee. Website and email will be setup by Lou Burnett. Executive Committee will select top 3 and then membership-at-large vote. There was discussion on having NAML logo updated instead of developing new logo but because of uniqueness and extent of SAML's efforts, there is justification for having SAML-specific logo. Guidelines will be provided, including background information on SAML
- **Survey of SAML membership.** There are plans developing for a quick survey or series of surveys to identify type of data and capabilities there are at member labs. Suggestions were to release multiple surveys that are topic specific (Physical, Chemical, Biological, Outreach, Research). This should develop into a showcase of how marine laboratories are major contributors to the body of knowledge and have a wide range of information and disciplines. Consider waiting until after Felicia Coleman's discussion to think about questions.
- **Future Meetings**
 - Spring 2019, Gulf Coast venue: GCRL (Read Hendon). Discussion and straw poll of April & May dates, resulted in narrowing to the last weekend in April or 1st weekend in May, maintaining a Sunday-Tuesday format)
 - Spring 2020, Atlantic coast venue: Skidaway Institute of Oceanography with involvement of Savannah State University
 - Spring 2021, Atlantic coast venue: Whitney Lab or NC State University

Representation. Everyone should have Delegate and alternate representative. Reminder to have alternate that is receiving messages. **Check to make sure that you can see email from BAI, NAML, and SAML.**

Business Meeting was adjourned at 11:44 a.m. (EST)

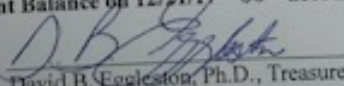
Minutes submitted by Sue C. Ebanks, SAML Secretary

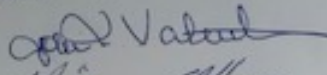
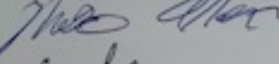
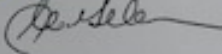
SAML Executive Committee:

President	Quinton White	2018-2019
President-Elect	Dave Eggleston	2018-2019
Past President	Aswani Volety	2018-2019
Treasurer	Joseph (Read) Hendon	2018
Secretary	Sue Ebanks	2016-present
Member-at-Large	Felicia Coleman	2018-2020
Member-at-Large	Eric Milbrandt	2017-2019
Member-at-Large	Joel Thompson	2016-2018

Appendix 1. Approved Treasurer's report for 2017.

**SOUTHERN ASSOCIATION OF MARINE LABORATORIES
FINANCIAL REPORT
a/o December 21, 2017**

CASH BALANCE – December 31, 2016	\$75,612.85
CASH BALANCE – January 1, 2017	\$75,612.85
<u>Deposits</u>	
Interest BB&T (1/1/17-12/31/17)	\$27.32
NAML Regular Dues (2/2/2017)	\$1,400
NAML Regular Dues (6/1/2017)	\$2,200
NAML Regular Dues (6/22/2017)	\$2,600
NAML Regular Dues (11/9/2017)	\$1,000
Total Deposits	\$7,227.32
<u>Withdrawals/Cash Disbursements</u>	
SAML Student Awards (Chk #s 1062, 1067, 1071, 1072, 1073)	\$1,500
Donation to Graham Shimmield Fund Bigelow Lab (Chk # 1074)	\$2,500.00
M.R. Devoe (Travel to SAML meeting 5/25/17, Chk # 1075)	\$235.04
Aswani Voley (Costs for SAML meeting 6/5/17, Chk # 1076)	\$1939.38
Federal Science Partners (SAML meeting 6/6/17, Chk # 1077)	\$532.66
USGS (SAML meeting travel for Kim Yates, 9/13/17, Chk # 1078)	\$874.13
UNCW (SAML Meeting expenses, 9/13/17, Chk # 1079)	\$809.40
UNCW (SAML Meeting expenses, 10/12/17, Chk # 1080)	\$80.00
GoDay SAML Domain Payment (via debit card, 12/6/17)	\$20.17
Total Withdrawals	\$8,490.78
Account balance as of 12/21/17	\$74,349.39
Amount transferred from BB&T to Regions Bank (12/21/17)	\$74,349.39
BB&T Account Balance on 12/21/17 = \$0—account closed	
Submitted by: 	
David B. Eggleston, Ph.D., Treasurer until 12/21/17	

For the audit committee:




Appendix 2.
SAML Budget for 2019

2018 SAML Budget	Expense	Income
Projected SAML Dues		\$7,000.00
Transfer from Reserve		\$1,850.00
SAML Annual Meeting	\$3,000.00	
Federal Science Partners (SAML meeting travel)	\$1,500.00	
Student Support Awards	\$4,000.00	
SAML President Support	\$ -	
Misc. Administrative (web, bank, etc.)	\$350.00	
TOTAL	\$8,850.00	\$8,850.00