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**Southern Association of Marine Laboratories
2017 Business Meeting Minutes**

22 May 2017

Univ. of North Carolina Wilmington, Wilmington, NC

The Annual Business meeting of SAML was called to order by President Aswani Voley at 11:05 a.m. (Eastern Time).

Martin Posey, Director of UNCW Center for Marine Science, provided an overview of the host lab. This was followed by updates from member institutions.

- **Minutes Approval:** The 2016 Business meeting minutes had been posted on the SAML web site. The minutes were approved by acclamation.
- **Membership Approval:** Texas A&M University-Corpus Christi, represented by Ed Proffitt: Eric Milbrandt made the motion to accept TAMUCC as a SAML member and Rick DeVoe seconded. Acceptance of TAMUCC as members approved by acclamation.
- **Treasurer's report (Dave Eggleston)**
 - o Committee Members: Dave Eggleston (chair), Joel Thompson, Robert Dickey, Michael Parsons, Eric Milbrandt.
 - o See appendix 1.
 - o 1 Jan-31 Dec 2016
 - o Comments:
 - SAML finances will be reported through NAML's Form 990.
 - Burk and Associates follow-up: Still received emails from Heidi at Burke. Lou will have it changed to secretariat@naml.org so that members recognize the address.
- **Audit Committee Report (Eric Milbrandt for Joel Thompson)**

Committee members: Joel Thompson, Eric Milbrandt, Michael Parsons, and Robert Dickey. The Audit Committee reviewed the financial records provided by Treasurer Dave Eggleston and reported that all transactions were appropriately documented for 2016. There were no questions. Read Hendon moved (seconded by Eric Milbrandt) for approval of the Audit Committee Report. The motion passed by acclamation.
- **Nominating Committee Report (Lou Burnett)**

Members: Louis Burnett, Felicia Coleman, Read Hendon. Felicia Coleman nominated as Member at Large for a term beginning in January 2018 to replace Linda Schaffner. There were no other nominations. The appointment of Felicia Coleman as Member-At-Large was approved by acclamation. Dave Eggleston was nominated as President Elect for SAML (2018-19) for term beginning 2018. The appointment of Dave Eggleston as President Elect for SAML was approved by acclamation.

Names put forth for Treasurer to replace Dave Eggleston and (Read Hendon) and Secretary (Sue Ebanks) as recommendations from the Nominating Committee. This appointment process will be handled by President Quint White. Robert Dickey was put forth as the nominee from SAML for the NAML President-elect for SAML's rotation on NAML

President. The appointment of Robert Dickey as President Elect for NAML was approved by acclamation.

- Lou Burnett reviewed the NAML/SAML website/pages (<http://naml.org> and <http://saml.naml.org>), providing the password and solicited attendees to add their jobs, opportunities, & courses, and to send their pictures for the scroller to Sue or him. Also publicized the SAML Student Support program (<http://saml.naml.org/members/studentsupport.php>). Attending members, specifically Rick DeVoe & Mona Biehl suggested student competition to for the development of a SAML logo
 - **Motion for Naming of Student Travel Award proposed by Lou Burnett (seconded by Kumar Mahadevan).** After discussion regarding rotation of naming convention, the motion for naming of Student Travel Award was carried by unanimous acclamation (Appendix 3). Kumar Mahadevan's name was put forward and approved for 2018. Margaret Davidson's name was put forward by Rick DeVoe for consideration by the Executive Committee for the name of the next award. The suggestion was made that if there are two names, the Executive Committee should consider having the award named for both.
 - **Budget for 2018** (see appendix 2) was presented by President Voley for the overall annual expenses (travel award, travel for guests, meeting expenses) at \$12,500 to allow for a buffer for any changes that may occur. Martin Posey seconded the President's motion. The budget for 2018 was approved by acclamation.
 - **Old Business-none**
 - **New Business**
- Future Meetings**
- o Biennial NAML meeting 24-26 October 2017 Cousteau Center of Rutgers, Tuckerton, NJ
 - o Spring 2018, Gulf coast venue – Eckerd College (Joel Thompson)
 - o Spring 2019, Atlantic coast venue – GCRL (Read Hendon)

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

Minutes submitted by Sue C. Ebanks, SAML Secretary

SAML Executive Committee:

President	Aswani Voley	2016-2017
President-Elect	Quinton White	2016-2017
Past President	Louis Burnett	2016-2017
Treasurer	Dave Eggleston	2016-present
Secretary	Sue Ebanks	2016-present
Member-at-Large	Eric Milbrandt	2017-2019
Member-at-Large	Linda Schaffner	2015-2017
Member-at-Large	Joel Thompson	2016-2018

Appendix 1. Approved Treasurer's report

SOUTHERN ASSOCIATION OF MARINE LABORATORIES FINANCIAL REPORT a/o December 31, 2016

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

Deposits

SAML Dues from NAML (6/1/2016)	\$8,075.00
SAML Dues from NAML (8/31/2016)	\$3,000.00
Interest (2015)	\$34.39
Total Deposits	\$11,109.39

Withdrawals/Cash Disbursements

BB&T Activity Fee (2/29/2016)	\$105.00	✓
Matt Gilligan (Travel to LSAMP Symposium 3/2/2016)	\$600.00	1051
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)	\$3,750.00	✓
Randy Beaver (airfare Travel to SAML meeting 4/28/2016, UT, Port Aransas, TX)	\$604.20	1052
Randy Beaver (Travel to SAML meeting 6/9/2016)	\$502.93	1057
Federal Science Partners (Travel by Joel Widder to SAML meeting)	\$1,339.80	1158
UNCW, College of Arts & Sciences (Travel by Aswani Voley to SAML meeting)	\$920.81	1056
BB&T Check Card Purchase (SAML Meeting, Liberty Hall, Port Aransas, TX; Group Dinner)	\$1,143.91	✓
Spanky's Liquor Bar (SAML Meeting)	\$196.34	1153
Spanky's Liquor Bar (SAML Meeting)	\$203.88	1154
Aswani Voley (Service Award for Lou Burnette)	\$114.00	1054
SAML Student Awards (Chk #s 1059, 1060, 1061, 1063, 1064, 1065, 1068, 1069, 1070)	\$2,328.00	✓
BB&T, Activity Fee (12/31/2016)	\$60.00	✓
GoDaddy (annual fee SAML.ORG domain 12/06/2016)	\$20.17	✓

Total Withdrawals **\$11,889.04**

CASH BALANCE – December 31, 2016 **\$75,612.85**

A look ahead to 2017:

CASH BALANCE – January 1, 2017 **\$75,612.85**

Deposits

Interest BB&T

\$9.91

NAML Regular Dues (Final)

\$1,400

Withdrawals/Cash Disbursements

SAML Student Awards (Chk #s 1062, 1067, 1071, 1072,
1073)

\$1,500

BB&T Balance as of April 28, 2017

\$75,522.76

Submitted by:

D.B. Eggeston 5/21/17
David B. Eggeston, Ph.D., Treasurer

E. C. Mull
W. R. Rame
K. S. Rame

Appendix 2.
SAML Budget for 2018

	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

Appendix 3.
SAML Student Support Motion

The SAML Student Support Program has provided support for students attending or visiting SAML institutions to attend a conference, summer program, and/or support research. The SAML Student Support Program began in 2015 and has supported 58 students from more than 25 SAML member institutions. The SAML Executive Committee voted to name the 2017 SAML Student Support Awards to honor the contributions of Wes Tunnel, a long-time delegate to SAML and two-term SAML President. This is noted on the SAML website.

Move that the SAML Executive Committee each year name the SAML Student Support Awards to honor an individual or individuals for contributions to the marine sciences. Nominations for the naming opportunity may be submitted to an Executive Committee member during the year prior to the award announcement.