

Southern Association of Marine Labs
Business Meeting Minutes
May 16, 2013

The SAML Business Meeting called to order by President Nancy Rabalais at 11:06 am.

Attendees: Lou Burnett - Grice Marine Lab, College of Charleston. Jim Sanders - Skidaway Institute of Oceanography, Quinton White - Jacksonville University, Marine Science Research Institute, Shirley Pomponi - HBOI – FAU, Jyotika Virmani - FIO (and speaker), Gil McRae - Florida Fish and Wildlife Conservation Commission, Sue Ebanks - Savannah State University, Joel Thompson - Eckerd College, Nancy Rabalais - LUMCON, Dave Eggleston - North Carolina State University, John Rummel -East Carolina University, Linda Schaffner - Virginia Institute of Marine Science, Myron Fischer - Louisiana Department of Wildlife and Fisheries, Grand Isle Laboratory, Jackie Dixon - University of South Florida, John Valentine - Dauphin Island Sea Lab (and speaker), Ed Buskey - University of Texas Marine Science Institute, Tony Knap - Texas A&M University, GERG, Bob Van Dolah - South Carolina DNR – MRD, Matt Gilligan - Emeritus, Monty Graham -University of Southern Mississippi (speaker), Steve Wolfe - FIO (speaker), Matt Howard - Texas A&M University, GCOOS (speaker)

The minutes of the May 10-11, 2012 were amended and have been corrected for the record. Jim Sanders moved to approve minutes; Gil McRae seconded; motion approved by unanimous consent.

President's report

NAML activities in the past year have primarily focused on building a better website and tracking of membership. Lou Burnett has been instrumental in keeping NAML's attention to developing a contract with an outside firm to do this. RFPs have been distributed and bids were submitted.

- The Public Policy Committee continues to have monthly conference calls and the meeting notes are distributed. Critical to the success of this committee is the NAML-supported Oldaker Group who helps organize, articulate, and advocate NAML's public policy.
- Focus on role of marine labs in marine science and education; emphasize value of core research programs
- Continue to emphasize the value/need for extramural funding
- Oldaker Group provides a lot of input on federal government activities—budgets & priorities related to marine science; provides a strong voice for NAML
- NAML meeting was in Washington DC in March 2013
- Jim Sanders provided some input about ocean sciences funding; David Conover indicated that NSF is having the NRC do a decadal survey of ocean sciences—to get the community to better prioritize use of limited resources; what are the big scientific questions to be addressed; Conover alluded that there may be significant curtailment of infrastructure costs to strengthen core research programs.
- Linda Schaffner asked about potential cuts to education programs; Response (by Jim S and Nancy): NAML's public policy committee is organizing an advocacy effort to address this

issue along with many federal agencies that have specialized stem programs, e.g., Sea Grant activities, Knauss fellowships.

The NAML bi-annual meeting will be on Oct 27-29 in Hawaii hosted by Jo-Ann Leong
The NAML winter business meeting is March 3-4, 2014 (the NAML biannual meeting in 2015 may be in Cocodrie or New Orleans, depending on then NAML President Nancy Rabalais)

SAML Secretary Sylvia Galloway was unable to attend the 2012 and 2013 meetings. She is still the appointed secretary for next year. Lou Burnett will ask her if she can continue to be Secretary. If not, the Past-president will act as secretary and take notes for minutes that capture the essence of the meeting and necessary votes.

Nancy appointed Dave Eggleston to continue as Treasurer.

Financial Report (which is appended to the minutes) was presented by Dave Eggleston. Motion to approve (John Rummel); seconded (Jackie Dixon); motion approved by unanimous consent

Audit Committee Report (Bob Van Dolah, Matt Gilligan) reported a clean Audit. Motion to approve (John Rummel); seconded (Jim Sanders); motion approved by unanimous consent.

Nominating Committee Report (Shirley Pomponi, Lou Burnett, Jim Sanders) provided a slate of nominations for offices and executive board members, some to complete unfilled terms. Aswani Voley for President-Elect, Sandra Gilchrist for Member-at-Large, 2014-2016. The President asked for nominations for the floor, of which there were none. The motion to approve the nominated individuals as officers beginning calendar year 2014 was approved by unanimous consent.

SAML Future Meeting Plans (Lou Burnett)

- The Keys Marine Lab was proposed last year as a Gulf Coast venue; discussion ensued about travel logistics, lodging; Gil McRae and Jyotika Virmani will work on proposal for logistics and dates
- Jim Sanders will follow up with John Wells VIMS and Roger Harvey ODU for a potential spring 2015 meeting back on the Atlantic coast.

New Business

- Jyotika: at NAML meeting it was suggested to have a NAML session at the Ocean Sciences Meeting; Scientific & Societal Benefits from Integrated Coastal Ocean Observations and Networked Marine Laboratories, considering the location of observing systems and the amount of data resident at marine labs. [N.B. this was accomplished with a session 009 - Scientific and Societal Benefits from Integrated Coastal Ocean Observations and Networked Marine Laboratories, organized by Yonggang Liu USF, Newell Garfield SF State University, Heather Kerkering, Pacific Islands OOS, Jyotika Virmani FIO, Val Klum, U Wisconsin-Milwaukee, Sun Yon Kim, Korea Advanced Inst Sci Technol, Molly McCammon Alaska OOS, Julie Thomas Scripps.]
- At the SAML regional meeting in March 2013: Kumar Mahadevan was nominated to become a NAML-emeritus member; a nomination letter was forwarded; will be voted on in Hawaii.

- The group acknowledged Bob Van Dolah's contributions to SAML; Quinton White moved; Jyotika seconded recognizing Bob as a SAML-emeritus member; motion carried by voice vote.
- The group recognized Nancy Rabalais' MacArthur Fellowship award
- Lou Burnett: asked the membership present to recommend topics for internal issue discussions; these usually lead to membership surveys and benefit the membership; bring the topic to the group. Sylvia Galloway provided a listing of historic topics from previous meetings.
 - How marine labs support graduate students (Linda Schaffner)
 - Research vessels as shared resources (Tony Knap)
 - Integrated courses (Dave Eggleston)
 - Integrated estuarine water quality monitoring: successful models for integration (Dave Eggleston)
 - Report out on Estuarine Observatory workshop (Shirley Pomponi)
- Nancy requested that anyone with visitor, lab, vessel, resource etc. scheduling software let her know; John Valentine is using one; he'll send us the name of the software; SignUp Genie

SAML/NAML Issue I: NAML business management and web site (Lou Burnett)

- Lou presented a review of the recently-awarded NAML contract (\$32,000 annual) with a management company (Burk & Associates) to provide business services to NAML and the three regional associations. Lou was a member of the committee to develop the RFP.
- The company will set up and maintain the NAML and regional associations' websites through their webmaster; maintain membership lists; send invoices; will maintain the list serves
- Budget issue with adding the management contract; NAML (Alan Kurizian, Treasurer) is concerned that there is not enough money in the NAML budget for both Oldaker and Burk & Associates. SAML might need to loan or gift funds to NAML to cover costs.
- Side discussion about dues structure (which was set up in 2005 and reviewed in 2009); time to review it again (could be one of the tasks of the new management company)

Developing the SAML annual budget (Lou Burnett)

- Refer to SAML Income and Expenses 2006-2012 graph (Dave Eggleston); attached as part of minutes.
- Shirley Pomponi will check to see if we've developed guidelines for student awards and miscellaneous travel "grants."
- Motion to accept the proposed SAML budget, reviewed annually (John Rummel; Jyotika Virmani); approved by unanimous consent.

SAML Internal Issue II: SAML website

- The NAML web site will be overhauled; Lou Burnett will be involved in the overhaul.
- The three regional associations have separate websites that will be part of the NAML website.
- SAML.org was purchased by SAML.
- Elements of SAML web site:
 - About SAML
 - SAML laboratories
 - Courses and programs
 - Opportunities (internships, fellowships, jobs)
 - Meetings
 - Resources (e.g., reports, policies)

- There will be sections that are open to SAML members only; should be editable.
- Membership asked to consider other elements that they would like to see on the website.
- Lou will try to determine the timeline for completion of the website.
- Nancy thanked Lou for the considerable effort he spent on both the NAML management issue and the SAML/NAML website.

Bob Van Dolah reminded the membership to identify an alternate delegate and to engage them to come to the meetings

Tony Knap: proposed that it would be useful to organize a small committee to determine if there's interest and opportunity for a larger oceanographic research vessel based in the Gulf of Mexico

- Nancy reviewed UNOLS/NSF plans to build three research vessels—east coast, west coast, GOM. The management group is out of Oregon State University to develop the design plan. No further action was taken

Motion to adjourn (Jyotika Virmani), unanimously approved.

Submitted by Shirley Pomponi, Past President, and edited by Nancy Rabalais, President, in absence of Secretary, Sylvia Galloway

SOUTHERN ASSOCIATION OF MARINE LABORATORIES
FINANCIAL REPORT
a/o December 31, 2012

CASH BALANCE – December 31, 2011	\$66,607.49
----------------------------------	-------------

Deposits	
SAML Dues from NAML	\$5,800.00
Interest	\$2.94

Withdrawals/Cash Disbursements	
Gulf of Mexico Science Journal	\$1000.00
SAML Meeting FGCU	\$2779.99
Transfer fee, Smith Barney to BB&T	\$24.93

CASH BALANCE – June 14, 2012	\$68,605.51
(wire transfer from BB&T, Sarasota FL to BB&T, Morehead City, NC)	

Deposits	
Interest BB&T	\$ 53.08

Withdrawals/Cash Disbursements	
Wire fee BB&T (7/13/12)	\$ 31.00
GoDaddy.com (SAML.org domain, 8/24/12)	\$ 700.18
Travel Reimbursement Wes Tunnel 10/15/12	\$1,013.59
Student Travel Awards FAFS 11/5/12	\$1,000.00
Student Travel Awards SEERS 12/3/12	\$ 870.00

BB&T Balance as of December 31, 2012	\$65,043.82
--------------------------------------	-------------

Submitted by: _____

David B. Eggleston, Ph.D.,

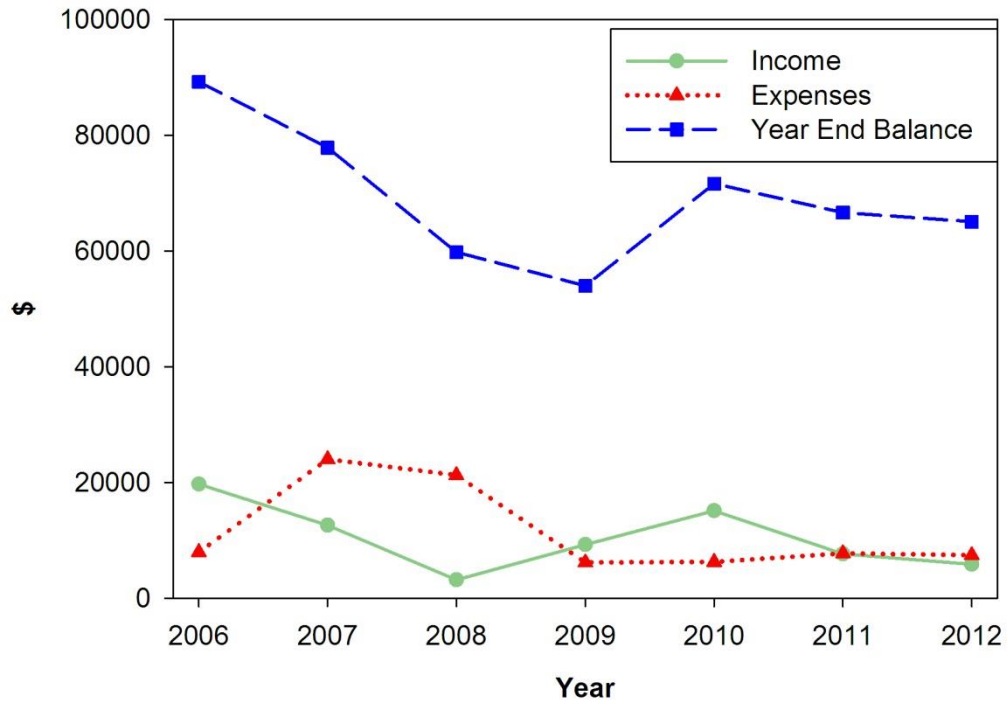
Treasurer

NAML/SAML Account Activity since December 31, 2012:

Balance at 12/31/12	\$65,043.82
Interest	+17.67
SAML dues from NAML (2012)	+6,205.76

Balance at 4/30/13	\$71,261.49
--------------------	-------------

SAML Income & Expenses 2006-2012



Key Points:

- 1) Purchased "SAML.ORG" on August 23, 2012.
- 2) Year-end balance appears stable at ~ \$68k
- 3) Expenses likely to exceed Income in near-term with additional \$ costs.
- 4) Income averaging ~ \$7k/yr.
- 5). Annual Meeting ~\$3k/yr.
- 6). Student Awards ~\$1.5k/yr.
- 7). Travel Expenses for SAML Director to NAML ~\$1k
- 8). Misc. (travel, reprints, etc.) ~\$1k
- 9). Proposed Budget Plan (Lou Burnett)

PROPOSED SAML BUDGET

Income from dues	7000
------------------	------

Expenses

Annual SAML Meeting	4000
Web Site & Management	2000
Support for President to attend NAML	1500
Student Awards	1000
SAML Member Support	1000
Total Expenses	9500

Notes:

Annual Meetingreceptions, lunches, one dinner, refreshments, external issues speaker(s)

Web Site & Management, support for NAML management; includes web site maintenance for first year

Support for President to attend NAML meeting, SAML President required to attend NAML meeting

Student awards variable through organizations; travel support

SAML Member Support a buffer to assist funding requests from SAML members to attend SAML meeting

