

**National Association of Marine Laboratories
2018 Winter Meeting
Washington Plaza Hotel
March 4 and 5, 2018**

Business Meeting Minutes

The NAML business meeting began at 3:50 p.m., Billie Swalla, Treasurer on phone.

Treasurer Report. Treasurer Swalla's position on agenda was moved to beginning. Brett Burk (BAI) put spreadsheet up on screen. The budget spreadsheet is appended. Swalla reviewed the material, initiating a short discussion of dues at the beginning. There was discussion of a change in dues structure that resulted in a consensus from those attending that no change should occur.

Membership. Membership was reviewed by Jill Drupa (BAI). Member invoices were sent out twice. Ten small labs, 10 medium labs and 12 large labs have paid in 2018. Drupa encouraged members attending to make sure that their institutions had paid dues. NAML currently has a list of 170 marine labs; most have not paid. NAML members indicated that we need to bring others into the fold. Getting a dozen more would make a difference in health of the organization. Some suggested that they would contact some of the labs while others indicated that NAML needs to make sure that the benefits of membership are clear. This will demonstrate the value of membership.

Education Committee. Emily Burbacher made the report for the Education Committee. She gave an overview concerning the committee's initiatives on diversity, undergraduate research opportunities, NSF undergraduate awards, and other projects.

Data Integration/Network Integration. Steve Weisberg reported on efforts of data integration/network integration project. Weisberg gave update on potential collaborative projects. WAML is going to be NAML test case. Weisberg discussed putting a proposal together with NOAA as a lead group. Currently this has been put on hiatus. Now genomic barcoding library is at the forefront. The project members are looking at barcode data along west coast. The initial idea is to pick three taxonomic groups and ask people up and down coast to see if within species variation is less than within genera variation. Smithsonian is interested in doing the sequencing. The working group is planning to expand if this is successful. Bill Moser from Smithsonian discussed the interest that they have in the project. Mike O'Mahoney also attending the NAML meeting, described the plan for data related to sequencing bank being developed by the Smithsonian. Teaching groups are interested in getting some exchanges going to incorporate material into classes.

Science Communications. Karina Nielsen, chair of the science communications working group, gave some information on what the group is proposing to do. She noted that the group would like to take a small step by telling the story of marine labs on social media. *She also suggested developing an editorial about the value of marine labs in education at all levels, including outreach.* This could be used as a template by different labs to offer such an editorial in their local area.

Regional Organization Breakout Meetings. There was a break in the group meetings for the regional groups to confer. Report outs were made from regional members.

- **WAML** next meeting at Friday Harbor Laboratory.
- **SAML** April 8-10 at Eckerd College. Hurricane Resiliency will be a topic.

- **NEAMGLL** reported discussing development of student-based awards for meetings and research grants. July 24-26 will be summer meetings. Changing water levels and increased flooding will be topics highlighted at the meetings. Members plan on contacting inactive members and update them on what is going on in NAML to bring them back to the organization.

Members at the meeting thanked Mike DeLuca for the excellent meeting in New Jersey during Fall 2017.

The business meeting was adjourned for reception at Washington Plaza Foyer beginning at 5:30.

National Association of Marine Laboratories

Statement of Activities

	Actual FY 12-31- 15	Actual YTD 12- 31-16	Budget FY 12-31-16	Preliminary Actual YTD 12-31-17	Budget FY 12-31-17	Actual YTD 1-31-18	Budget FY 12-31-18
Revenue							
4000 · Membership Dues							
4000.10 · Dues - Large Laboratory	42,500	47,500	42,500	50,000	47,500		50000
4000.20 · Dues - Medium Laboratory	45,000	46,300	42,500	36,000	46,300		40500
4000.30 · Dues - Small Laboratory	17,000	19,000	15,000	15,500	19,000	500	19000
Total 4000 · Membership Dues	104,500	112,800	100,000	101,500	112,800	500	109,500
4100 · Meeting Income							
4100.10 · Registration	4,075	1,750	1,750	4,885	5,000		2500
4100.30 · Sponsorship	1,500	500			1,500		1500
Total 4100 · Meeting Income	5,575	2,250	1,750	4,885	6,500	-	4,000
4200 · Contributions - General	500	900	500	300	750		500
4210 · Contributions - Regional Website		3,000	3,000	3,000	3,000		3000
4500 · Other Income	19	-			-		
Total Revenue	110,594	118,950	105,250	109,685	123,050	500	117,000
Expense							
6010 · Accounting & Audit	1,000	500	1,000	700	1,000		750
6020 · Audio & Visual	1,717			1,067	1,100		1100
6030 · Bank Charges	819	633	800	789	800	85	800
6040 · Contractors/Consultants	55,000	60,000	60,000	67,500	70,000	5,833	70000
6050 · Credit Card Fees	3,201	2,440	2,500	2,277	2,500	111	2500
6070 · Dues and Subscriptions	200	-	250		-		
6080 · Food Functions	9,981	1,239	2,000	7,994	6,000		3500

6130 · Management Fee	32,500	32,500	32,500	35,500	35,000	2,917	35000			
6140 · Postage & Delivery	-	134	-		150					
6150 · Poster & Signs	185	-	-		-					
6180 · Supplies				4	-					
6200 · Travel	506	649	750	2,982	-		750			
6210 · Web Hosting	946	2,475	3,000	1,688	3,000		2500			
Total Expense	106,056	100,570	102,800	120,501	119,550	8,946	116,900			
##	-	-	-	4,538	18,380	2,450	(10,816)	3,500	(8,446)	100

**National Association of Marine Laboratories
Statement of Financial Position**

	<u>As of 12-31-15</u>	<u>As of 12-31-16</u>	Preliminary <u>As of 12-31-17</u>	<u>As of 1-31-18</u>
ASSETS				
1100 · Wells Fargo Checking	72,325	78,355	63,106	52,360
1300 · Prepaid Expenses			5,833	5,833
TOTAL ASSETS	72,325	78,355	68,939	58,193
LIABILITIES & NET ASSETS				
LIABILITIES				
2000 · Accounts Payable	7,325	-	2,500	
2100 · Accrued Expense	500	500	600	600
2200 · Due to NAML Chapters				
2200.10 · Due to NEAMGLL	1,050		-	
2200.20 · Due to SAML	4,275	1,400	400	600
2200.30 · Due to WAML	800	200	-	
Total 2200 · Due to NAML Chapters	6,125	1,600	400	600
2700 · Deferred Income	500	-		
TOTAL LIABILITIES	14,450	2,100	3,500	1,200
NET ASSETS	57,875	76,255	65,439	56,993
TOTAL LIABILITIES & NET ASSETS	72,325	78,355	68,939	58,193