

NAML Business Meeting Minutes  
Oct 1, 2019  
Prepared by Bob Cowen, NAML President

Washington Update – Joel Widder (Federal Science Partners)

Public Policy – Bob Dickey (UTMSI – Port Aransas)

1. Report on General activities
2. Report on upcoming – Congressional Brown-bag lunch panel - *Coastal Intelligence*

Budget – Billie Swalla

1. Note added Expense from previous years (FSP increase in rates)
2. Note revenue need – issues with Dues (next topic)
3. Need to budget in NAML budget – President travel, other? – Regional associations cover regional panel participants

Membership – RKC

1. Start by saying that Lou Burnett – now contracting with Burk & Assoc. Great asset.
2. Contact list is still not current – needs regular updating. Also need 1-2 alternate contacts/delegates to ensure that someone is connected to NAML/Regional membership list
3. Recommend that Regional Presidents regularly update contact list and ensure that it is reported back to Burk and Assoc. (Lou Burnett currently helping to manage this issue).

Dues – RKC

1. There are three main issues to discuss today:
  - a. Members that are in arrears
  - b. Associate vs. full memberships
  - c. Rates
    - i. Lab size – paying fair amount (not a choice!).
    - ii. Due increase (per last March Business mtg).
2. **Members in Arrears** –
  - a. Discussed now at the last two meetings, still a problem. Approximately 14 labs are 1, 2 and 3 years in arrears. If all of these labs were to be paid up, we would receive ca. \$37,000!! Going forward – if these labs were paying annually – it would add an additional **\$12,900** to our revenue.
  - b. To Resolve this – we need to be sure that we have all of the proper contact information for each institution, and then serious follow-up by Regional and National President to encourage payment of past dues.
  - c. NOTE: Several letters of encouragement (and details of the value of NAML membership) have been sent by NAML President, regional Presidents, and Burke and Associates.

- d. If still non-compliant, then, per bylaws, we will remove those labs from receiving any NAML/regional business reports including those from Federal Science Partners
3. **Associate vs. Full Membership** –
- a. Several labs have ‘chosen’ to only pay regional dues (\$200) and not pay National dues. In so doing, they are choosing to be ‘Associate’ Members.
  - b. Per bylaws – Associate members are only those members that are legally restricted from joining an association with that includes a lobbying function. Thus, Associate membership is for our Federal and state agency member who wish to be affiliated with the regional laboratory network.
  - c. It is not the ‘choice’ of a non-governmental lab to be an associate member.
  - d. Recommended action: Encourage (require) all such ‘associate’ members to pay full membership fees or be removed from membership (per bylaws).
4. **Rates:**
- a. Lab size
    - i. Lab size – several laboratories have apparently interpreted the selection of three lab sizes listed in our annual dues statement as a choice of what they want to pay – rather than a determination of the lab’s size (which then determines the membership dues rate).
    - ii. Recommendation 1: NAML and Regional Presidents contact said transgressors and inform them of need to pay appropriate amount (this year or also in arrears??).
    - iii. Recommendation 2: Regional Presidents review ALL members and establish accurate list of labs by size (per bylaws definition).
  - b. Dues increase
    - i. At last full NAML mtg, membership tasked the NAML president to recommend an increase in annual dues rate.
    - ii. Analysis – Based on a rough estimate of current membership numbers we have:
      - Small labs – 32
      - Medium labs – 27
      - Large labs - 21
    - iii. Recommendation - rates be increased as follows (~12%):
      - Small labs – \$100 (800)
      - Medium labs – \$200 (1900)
      - Large labs – \$300 (3000)

This increase would generate ~\$14,900 per annum
    - iv. Total per annum - \$12,900 + \$14,900 = \$27,800
    - v. Vote held – Raise dues as recommended above – passed unanimously.

**Emeritus Membership – SAML (Quint White) –**

- i. Recommended Emeritus Membership status for Lou Burnett
- ii. NEAMGLL – recommended Emeritus status for Alan Kuzirian

iii. Vote held – both received unanimous approval

Education – Judith Lemus –

Typically meeting every month but less active recently (with Jan Hodder retirement)

Need to Revisit the role of the Educational Committee

Collate networks that are successful!!

Nominations/Elections –

- i. Election held for next President Elect – nomination to come from NEAGMLL.
- ii. Dave Carlon was nominated, vote held – elected unanimously
- iii. Noted that Billie Swalla will be stepping down as Treasurer – new President will have to replace her.
- iv. Current President thanked Billie for her service.

Business meeting adjourned: ~6:00 pm