

NAML Membership Business Meeting Agenda

March 7, 2024

1201 New York Avenue NW, Suite 430

Washington, D.C. 20005

Meeting convenes at 3:45 PM Eastern Time in-person and via Zoom

Participation in the meeting. Only Delegates (or approved Alternates) are allowed to **vote** in this meeting. All members, regardless of Delegate status are allowed to participate in discussions.

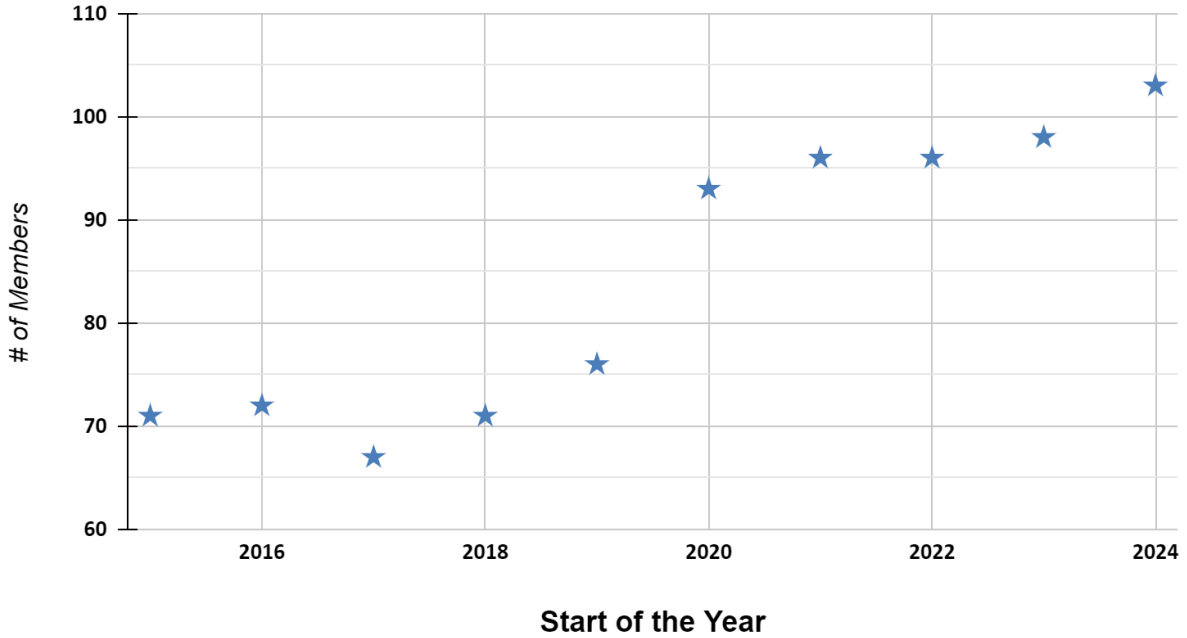
- Approval of minutes of previous meeting ([Draft Minutes of October 5, 2023 NAML Membership Business meeting](#))
- Summary of NAML Actions since the last meeting on 5 Oct 2023.
 - 3 Nov 2023, Ratification of new NAML Regular member, small-size institution, Kerckhoff Marine Laboratory, California Institute of Technology; 57 of 103 Delegates voted to ratify the new membership by electronic ballot.
 - .
- **Membership Report** - Lou Burnett, NAML Executive Director

2023	
Regular members paid/waived (arrears) <ul style="list-style-type: none">• 40.2% paid by check; 39.6% in 2022	103 (0)
Associate members paid/waived (arrears)	7 (0)
2024 (as of 1 Mar 2024)	
Regular members paid/waived (arrears) <ul style="list-style-type: none">• 43.2% paid by check	77 (27)
Associate members paid/waived (arrears)	3 (4)

NAML Membership Over Time

The graph below shows the dues-paying NAML membership beginning in 2015. The data are derived from the financial records and reflect membership at the “Start of the Year.”

NAML Members by Year



As of Jan 1, 2024	Size Class of NAML Members					
	Total	Associate Members	NAML Members	Small	Medium	Large
NEAMGLL	31	0	31	12	13	6
SAML	47	2	45	17	17	11
WAML	33	5	28	10	11	7
TOTAL	111	7	104	39	41	24

Review of Dues Structure

From NAML website > Members tab > Join NAML (<https://www.naml.org/members/join.php>)

A revision of the size classes of NAML members was approved by the NAML Board of Directors on 4 Mar 2024 as follows.

General Guidelines about Size Classes. These descriptions are meant as general guidelines. Prospective members should discuss their size category with an officer or officers of the relevant regional organization as a part of the process of applying for membership. Some prospective members that are not traditional laboratories fit under the definition of regular membership and the size classes of these organizations are determined by the appropriate regional organization Board of Directors in consultation with the NAML Board of Directors.

- **Small Member Institution – \$832 Annual Dues**

Fewer than 5 or no year-round scientists, director (or equivalent) or not, some staff, mostly seasonal use, mostly classes and field trips, low research activity.

- **Medium Member Institution – \$1,976 Annual Dues**

Director (or equivalent), up to 20 scientists and staff, year-round operation, some funded research programs, may include visiting researchers.

- **Large Member Institution – \$3,120 Annual Dues**

Director (or equivalent), over 20 scientists and staff, year-round operation, many funded research programs, visiting researchers.

- **NAML Finances** - Amber Whittle, NAML Treasurer
FY 2023 (as of 31 Dec 2023)

- **2023 Revenues**

- total dues received for 2023 = \$154,400
- Winter meeting registration fees = \$4,100
- Biennial meeting registration fees: \$3,100
- 3 regional organizations contribution for website operation = \$3,000.
- **TOTAL Revenue = \$164,600.**

- **2023 Expenses**

- Contracts with Burk & Associates, Inc. for management services and Federal Science Partners for public policy services = \$142,404
- Accounting & Audit = -\$6,900
- Bank Fees, Credit Card fees = \$9,203.10
- Insurance = \$1,318
- NAML Winter Meeting = \$2,379.37
- Biennial Meeting = \$9,859.99
- Briefings in Washington, D.C. = 0

- Legal Fees (Annual fees for corporate filing, non-profit status, etc.) = -\$70.74
 - NAML and regional organizations non-profit status project = \$5,000 (approved at 2023-03-14 Board meeting)
 - Web Hosting & Database = \$551.25
 - *TOTAL Expenses = \$163,744.97*
 - **2023 Revenues - Expenses = \$855.03**
 - **Cash Reserves as of 31 Dec 2022 = \$69,649**
- Reports from Committees
 - **Audit Committee**
 - The 2023 Audit Committee (Bob Richmond - Chair, Michael Jacob, Nancy Smith) submitted a report to the NAML Board of Directors on FY 2022 at its 7 Dec 2023 meeting. The report was accepted by the Board.
 - The NAML Board of Directors approved the appointment of the 2024 Audit Committee as follows: Nancy Smith - Chair, Renee Angwin, Michael Jacob.
 - **Education Committee**, Itchung Cheung, Chair
 - **DEI Committee**, Billie Swalla, Chair
 - **Public Policy Committee**, Dave Eggleston, Chair
 - FY 2024-2025 Public Policy Priorities
 - Impacts of a White Paper - Lessons Learned from Fukushima by Rob Richmond
 - Revival of Briefings on the Hill
- New Business
 - A reminder of the statement of NAML education and lobbying activities; go to <https://www.naml.org/policy/meetings.php> and see "NAML Statement on Public Policy"
 - Promoting NAML within NAML.- Terry Donaldson, President
 - Best Practices in Field Trip Safety and Accessibility - DEI & Education Committees
 - Other New Business
- Adjournment

NAML Board of Directors

Officers

Terry Donaldson, President 2024-2025

Dave Eggleston, Vice-President/President-Elect 2024-2025

Dave Carlon, Past President 2024-2025

Ex Officio

Amber Whittle, Secretary/Treasurer (non-voting)

Members-at-Large

Northeastern Association of Marine and Great Lakes Laboratories (NEAMGLL)

Bob Sterner, NEAMGLL President 2023-2024

Steve Evert, NEAMGLL President-Elect 2023-2024

Mike De Luca, NEAMGLL Past President 2023-2024

Jeanette Schnars, NEAMGLL Member-at-Large 2021-2024

Southern Association of Marine Laboratories (SAML)

Clark Alexander, SAML President 2024-2025

Loretta Battaqlia, SAML President-Elect 2024-2025

Sue Ebanks, SAML Past President 2024-2025

Eric Milbrandt, SAML Treasurer 2024-2025

Western Association of Marine Laboratories (WAML)

John Heidelberg, WAML President 2024-2025

Jeff Bowman, WAML Member-at-Large 2022-2024

Katrina Hoffman, WAML Member-at-Large 2023-2025

vacant

NAML Executive Director

Lou Burnett