

NAML Membership Meeting Minutes

March 3, 2023

Prepared by Lou Burnett, NAML Executive Director

Held at

1201 New York Avenue NW, Suite 430

Washington, D.C. 20005

In-person and virtual meeting

- **Call to order.** The meeting was called to order by Dave Carlon, NAML President at 10:45 a.m. EST. A quorum was present.

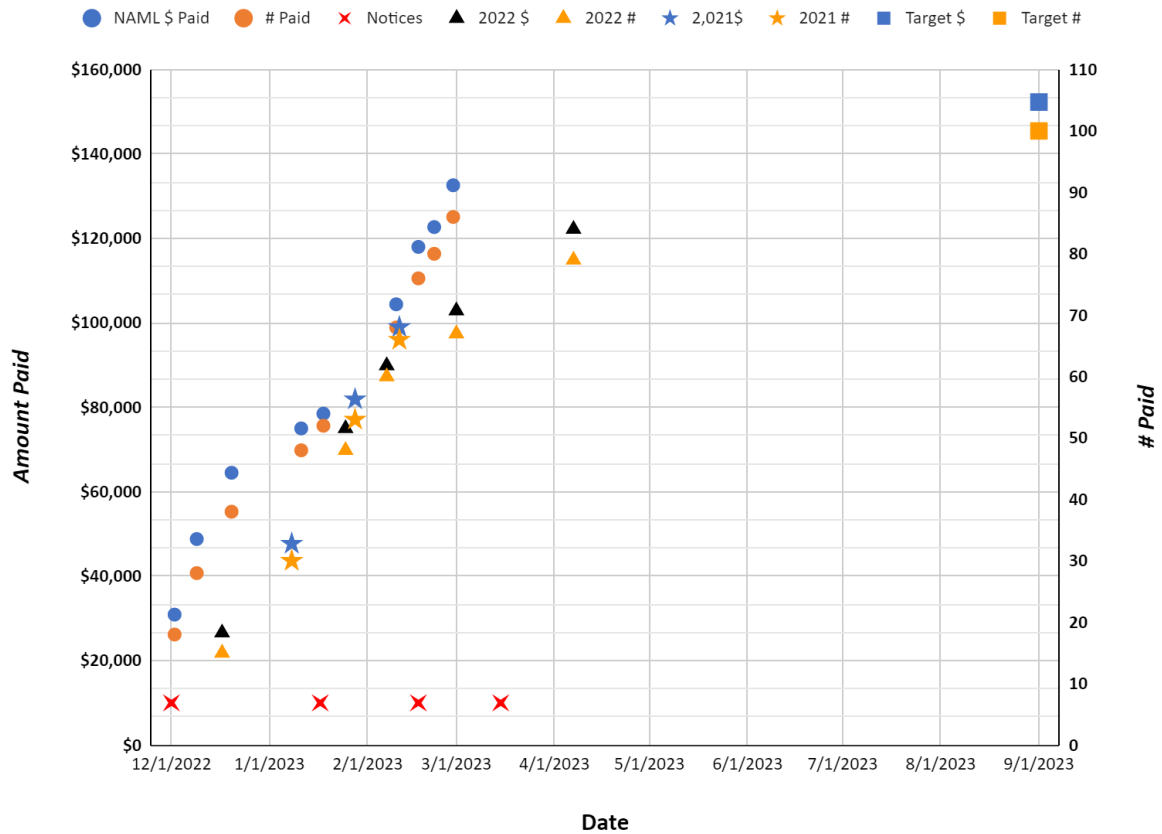
- **Approval of Minutes.** Dan Costa moved (seconded by Terry Donaldson) to approve as submitted the minutes of the 25 Mar 2022 Membership meeting. **The minutes were approved by acclamation.**

- Summary of NAML Actions since the last meeting on 15 Mar 2022.
 - 29 Jul 2022, Ratification of new NAML Regular member, small institution, Univ. of Vermont, Rubenstein Ecosystem Science Laboratory; 54 of 97 Delegates voted to ratify the new membership by electronic ballot.
 - 16 Dec 2022, Ratification of new NAML Regular member, small institution, starting in 2023. Smithsonian Environmental Research Center; 56 of 98 Delegates voted to ratify the new membership (already an Associate member of SAML) by electronic ballot.
 - 27 Jan 2023, Ratification of new NAML Regular member, NC Sea Grant, small institution; 69 of 99 Delegates voted to ratify the new membership (already an Associate member of SAML) by electronic ballot.
 - 17 Feb 2023. Ratification of new NAML Regular member, University of Guam Center for Island Sustainability and Sea Grant, small institution; 64 of 100 Delegates voted to ratify the new membership by electronic ballot.

Membership Report. Lou Burnett, NAML Executive Director, provided a report on the dues status of the NAML membership and the regional organizations. At this time, dues for 2023 have been received by 86 regular members of NAML with 15 members in arrears; income from the NAML dues = \$132,600. There are 7 Associate members of the regional organizations with six paying 2023 dues and one in arrears. The 2023 NAML dues collected are well ahead of the total dues collected at this point in 2022.

Regular members paid (arrears) • 36.6% paid by check	86 (15)
Associate members paid (arrears)	6 (1)
Total NAML from dues	\$132,600
Total Regional from dues	\$18,400

2023 NAML Dues Collected



- **New Members in 2023**

- Smithsonian Environmental Research Center (formerly Associate member of SAML)
- Water Resources Research Institute of UNC, NC Sea Grant College Program (formerly Associate member of SAML)
- University of Guam Center for Island Sustainability and Sea Grant (WAML)

	Total	Size Class of NAML Members				
		Associate Members	NAML Members	Small	Medium	Large
NEAMGLL	30	0	30	14	10	6
SAML	47	2	45	17	17	11
WAML	31	5	26	9	10	7
TOTAL	108	7	101	40	37	24

National Ocean Sciences Bowl

The National Ocean Sciences Bowl (NOSB) is an academic competition and program that addresses a national gap in environmental and earth sciences in public education by introducing high school students to and engaging them in ocean science, preparing them for ocean science-related and other STEM careers, and helping them become knowledgeable citizens and environmental stewards.

Many NAML member institutions have participated to some degree in NOSB events around the country. Members were encouraged to reach out to these regional competitions and offer support.

NAML Emeritus appointment for Val Klump

As per NAML bylaws, a committee of the three immediate past presidents of NAML nominated Val Klump as NAML Emeritus Member.

We, the three most recent Past Presidents of NAML, nominate Dr. Val Klump for the position of Emeritus Member of NAML. Val has retired from the School of Freshwater Sciences at the University of Wisconsin, Milwaukee. He is now a Professor Emeritus. He is a former dean of the School of Freshwater Sciences and recently received the Lifetime Achievement Award from the International Association for Great Lakes Research. Val is known for his work on Great Lakes biogeochemistry with a focus on how nutrients and carbon are cycled in lakes. Val has been a great citizen of NEAMGLL and NAML. He served six years at the highest leadership level in NEAMGLL, as President-Elect 2010-2011, President 2012-2013, and Past President 2014-2015. During this service he was also a member of the NAML Board of Directors. He then served as NEAMGL Member-at-Large from 2019-2022.

- *Bob Dickey, Chair of Nominating Committee & NAML President 2020-2021*
- *Bob Cowen, NAML President 2018-2019*
- *Mike De Luca, NAML President 2016-2017*

- | |
|--|
| <ul style="list-style-type: none">● Emeritus appointment for Val Klump. The appointment was approved by acclamation. |
|--|

Budget Report

- **FY 2022 NAML Budget.** A **final** financial report for 2022 is not yet available from BAI. The information below summarizes what we know, which is close to the final numbers. When FY 2022 closes, the **NAML Audit Committee** will be provided with transaction details to conduct their review.

A report of the 2022 Audit Committee (Bob Richmond - Chair, Michael Jacob, Eric Milbrandt) on the FY 2021 NAML Budget was accepted by the NAML Board of Directors at its 12 Dec 2022 meeting.

- **2022 Revenues**

- total dues received for 2022 = \$152,300; 98 NAML members with 98 dues paid; arrears dues = 0
- Winter meeting registration fees: \$1,900
- Biennial meeting registration fees (no biennial meeting in 2022) = 0

- 3 regional organizations contribution for website operation = \$3,000
 - **TOTAL 2022 Revenue = \$157,200.**
 - **2022 Expenses**
 - Contracts with Burk & Associates, Inc. for management services and Federal Science Partners for public policy services = \$138,004
 - Accounting, Bank Fees, Credit Card fees = \$6,712
 - NAML 2021 Winter Meeting = \$0
 - Biennial Meeting expenses = \$0
 - Briefings in Washington, D.C. = \$0
 - Legal Fees (Annual fees for corporate filing, non-profit status, etc.) = \$431
 - Web Hosting & Database = \$98
 - **TOTAL 2022 Expenses = \$146,245**
 - **2022 Revenues - Expenses = \$10,955**
 - **2022 Net Assets = \$69,399**
- **FY 2023 Budget**

The FY 2023 Budget was approved by the Board of Directors at its 12 Dec 2022 meeting. Details of the budget can be found in the minutes of that meeting. In summary, projected revenues for 2023 are \$161,300 and projected expenses are \$159,022. These figures assume no growth in membership using the 2022 membership figures.

There are two things of special note.

- 1) NAML has procured general liability insurance and liability insurance to cover officers of NAML and the three regional organizations. The annual cost is \$1,318.
- 2) The IRS 501(c)(3) designation of NAML will cover the three regional organizations.

- **NAML Budget FY 2023**
 - **2023 Revenues**
 - total dues \$152,300
 - based on 24 large, 37 medium, 37 small members
 - assumes no growth
 - Winter meeting registration fees: \$3,000
 - Biennial meeting registration fees: \$3,000
 - 3 regional organizations contribution for website operation = \$3,000.
 - **TOTAL 2023 Revenue = \$161,300**
 - **2023 Expenses**
 - Contracts with Burk & Associates, Inc. for management services and Federal Science Partners for public policy services = \$138,804. This includes a 4% increase for Burk and Associates, Inc..
 - Accounting, Bank Fees, Credit Card fees = \$7,000
 - NAML Winter Meeting = \$3,000
 - Biennial Meeting expenses = \$3,000
 - Briefings in Washington, D.C. = \$5,000
 - Legal Fees (Annual fees for corporate filing, non-profit status, etc.) = \$500
 - Liability Insurance = \$1,318

- Web Hosting & Database = \$400
 - **TOTAL 2023 Expenses = \$159,022**
- **2023 Revenues - Expenses = \$2,278**

● **NAML Dues Increase in 2024**

The NAML Board of Directors at its 12 Dec 2022 meeting approved a 4% dues increase for NAML **to begin in FY 2024**. In the coming months, each regional organization will discuss and endeavor to approve a 4% increase in regional dues. Dues have remained constant for some time and the Board decided that a small increase is warranted.

Size Category	NAML Dues	Regional Dues	Total Dues for 2024
Small	624	208	832
Medium	1,768	208	1,976
Large	2,912	208	3,120

Member Survey Report

President Dave Carlon summarized a report on the **2021 NAML Member Survey** that is now available on the NAML website under the *Resources tab > Reports*. The report contains much useful information on the current status of the member laboratories around the country.

Reports from Committee Chairs

● **Public Policy Committee, Terry Donaldson, Chair**

- There has been discussion about developing the public policy agenda. There were three areas of focus suggested by the committee including 1) the need for investment in marine laboratory infrastructure as facilities age and as climate change threatens facilities, 2) the need to survey members about their activities in sensing and monitoring the environment, and 3) the need to engage and collaborate with onsite training, education and access using Virtual Learning Environments (VLEs).
 - There will be three breakout groups at this meeting to discuss these three concepts.
 - The committee will consider the comments from the breakout sessions to produce a public policy agenda.
- Don Kent, Hubbs-SeaWorld Research Institute in San Diego, submitted a draft white paper to the committee on marine farming. Don is revising the draft, which will be considered further by the committee.

● **Education Committee, Itchung Cheung, Chair**

- The committee was reconstituted in 2020 as a standing committee. Aly Busse, Mote Marine Laboratory, was appointed the first chair. Monthly meetings were held.
- Aly Busse has rotated off the committee and was replaced by Itchung Cheung, Hatfield Marine Science Center, Oregon State University, as Chair. Melinda Simmons, Marine Science Research Institute, Jacksonville University was appointed Vice Chair.
 - Aly Busse was thanked for her service.
- The committee also welcomed two new members in 2022: Lauren Wetzell in WAML to replace Judy Lemus and Christina Catanese in NEAMGLL to replace Janet Vail.
- The committee currently meets on the third Friday of the month at 12 p.m. Pacific Time/3 p.m. Eastern Time.

- The main activities of the committee have been hosting quarterly educational webinars and “community of practice calls.” The committee also provided major input on the development of the 2021 NAML Survey.
 - **Webinars** are formal presentations by experts on various topics. The webinars are recorded and available on the NAML website under the **Resources tab > Webinars**.
 - **Community of Practice Calls** are more informal Zoom meetings discussing a variety of topics of interest to the NAML community. Community of Practice Calls have focused on the following topics:
 - Science Near Me & Citizen Science / Share out
 - Internships
 - COIL – Collaborative Online International Learning
 - Mentoring
 - In 2023, we are combining monthly meetings with Community of Practice Calls.
 - Webinars and Community of Practice Calls are open to students and employees of NAML member institutions. All events sponsored by the committee can be found on the NAML website under the **Education tab > Events**.
Members are encouraged to suggest topics to the Education Committee. The committee is considering a variety of topics for its events in the coming year. Topics include the following.
 - graduate student funding models
 - running hybrid research experiences for undergraduates
 - good recruitment practices to attract a diverse cohort of interns, undergraduate students and graduate students for programs
 - post-degree career pathways, where are our students going?
 - how to use social media and virtual content to increase engagement
 - Collaborative Online International Learning (COIL) courses
 - Thevirtualfield.org and associated NSF Research Coordination Network (RCN): Broadening Student Access to Field Experiences using The Virtual Field Platform.
 - collaborations across NAML and Organization of Biological Field Stations (OBFS)
 - what are we doing for k-12 educators and students in way of professional development
 - STEM and STE/A/M
 - consolidating and coordination of multiple internships at the same site
 - utilizing NAML education website more effectively
 - accessibility to marine labs
 - marine technology, job training, job opportunities, blue economy/economic growth
 - The committee assisted in putting together the mentoring panel for the 2023 Winter Public Policy Meeting (held on March 2, 2023).
- **DEI Committee, Billie Swalla, Chair**
 - The committee currently meets on the third Thursday of the month at 4 p.m. Eastern Time.
 - The committee played a significant role in drafting a new NAML mission statement that included diversity, equity and inclusion and this has been approved and is posted on the NAML website.
 - The committee assisted in adding photos to those rotating on the websites of NAML and the three regional organizations that reflect diversity in marine programs.
 - The committee assisted in putting together the mentoring panel for the 2023 Winter Public Policy Meeting (held on March 2, 2023).
 - The National Science Foundation now requires for any fieldwork conducted, a plan that ensures a safe working environment for all participants. A new supplemental document

entitled, “**Plan for Safe and Inclusive Field/Vessel/Aircraft Research**” has been added as a requirement for NSF proposals involving field work. The committee will gather ideas and examples of field work plans from NAML member institutions to share with the membership.

Statement on Safe Working Environment. A statement on a Safe Working Environment was developed and approved by the NAML Board of Directors and now resides on the homepage of the NAML website as follows.

NAML Safe Working Environment

The members of NAML stand together in our support for increasing diversity, equity, and inclusion in the marine and aquatic sciences. We recognize the critical need for promoting and maintaining a positive and accepting culture at our laboratories, field stations, and remote field sites. Further, we understand the unique challenges of maintaining a safe learning and working environment at labs and field sites that can be located far from home institutions and operating at remote locations. We reject any form of racism, discrimination, or harassment within our organization and at our member laboratories, and are committed to using our shared experiences to work towards improving access, recruitment, and safe and productive working environments for all.

Breakout Sessions for NEAMGLL, SAML, and WAML

Each regional organization convened in-person and in a Zoom breakout session to discuss regional business.

Reports from breakout sessions

- NEAMGLL - Bob Sterner, President
 - The NEAMGLL Student Support Program is currently collecting applications. The deadline is March 15, 2023. The majority of students requested support for conference travel. NEAMGLL would like to support students to go from one NEAMGLL institution to another NEAMGLL institution to conduct research. Ways to facilitate this will be explored.
 - NEAMGLL has filled various committee positions.
 - There was discussion of an In-person meeting in October piggy-backing with the NAML Biennial Meeting at Bowdoin College in Brunswick, Maine.
 - There was discussion on how to recruit new NEAMGLL members.
- SAML - Sue Ebanks, President
 - The upcoming SAML meeting April 16-18, 2023 in Dauphin Island will be hosted by John Valentine.
 - Part of the program of the April meeting will be a discussion of applying, diversity, equity, and inclusion issues focused on the mental health of students and student experiences. There will be discussion of how programs are different if tightly connected to a flagship institution vs. remotely connected.
 - Looking to fill SAML seat on the Education Committee.
 - There will be some amendments to the bylaws associated with quorum rules.
- WAML - Terry Donaldson, President

- WAML just elected Katrina Hoffman, Prince William Sound Science Center, to fill a vacancy on the WAML Board of Directors as a Member-at-Large. Katrina will also represent WAML on the NAML Board of Directors as a Member-at-Large.
- WAML will hold fall elections for the regular rotation of a Member-at-Large and MAL and a President-Elect.
- WAML is considering reviving its region-wide genomics project.
- WAML would like to develop a Student Support Award similar to those done by NEAMGLL and SAML.
- The WAML Board will be searching for a west coast host for a fall meeting. They will consider piggy-backing at the NAML Biennial Meeting in October at Bowdoin College in Brunswick, Maine.

New Business

- President Dave Carlon thanked Jill Drupa of BAI for running a smooth meeting. He also thanked Meg Thompson and Alli Hays, Federal Science Partners, for lining up speakers.
- There was no new business.

Adjournment. The meeting was adjourned at 12:05 p.m. EST.