

NEAMGLL Business Meeting

October 4, 2023

Meeting Minutes

Prepared by Jeanette Schnars, NEAMGLL Secretary

Attendees: Dave Carlon, Steve Evert, Bob Sterner, Jeanette Schnars, Yvonne Vaillancourt, Rebecca Kalper, Ivar Babb, Brian Alford, Charles Tilburg, Tim Arienti, Peter Levi, Mike DeLuca, Michael Jacob, Emily Tyner, Peter Hill

Meeting started at 4:02 PM (ET)

Location: Schiller Coastal Studies Center

- Call to Order: Bob Sterner;
- Approval of Minutes, March 3, 2023 session – Steve Evert;
 - Approved: Brian Alford;
 - Second: Yvonne Vaillancourt;
- Treasurer Report – Michael Jacob;
 - NEAMGLL Statement of Activities reviewed;
 - Current Balance (per Lou 10/4/2023) reviewed;
 - Jacob does not have access to the bank account and therefore cannot verify that these numbers are correct;
 - Annual Budget: approximately \$6,000-\$7,000;
 - Current Balance: \$42,790.00;
 - Process per the ByLaws reviewed regarding the role of the Finance Committee;
 - Duties of the Treasurer reviewed from text on website;
 - Michael cannot accomplish all of these duties because of lack of access to the bank account; Tax filing has transitioned to NAML level; therefore this is a result of a transitional period;
 - Recommendation: Need to update the Bylaws due to the change in structure;
 - Michael: Intends to resign as Treasurer;
 - **Action Item:** need to elect a new treasurer in the near future;
 - Determine the target balance to carry-over in the bank account each year;
 - Board discuss and finance committee will take action;
 - Review what are the other NAML organizations doing;
 - **Action Item:** Review Bylaws.
- Student Awards Program
 - 2023: 2nd annual student awards program;
 - Total requests from applications: \$12,000;
 - Committee included: Bob Sterner, Steve Evert, Charles Tilburg, Jeanette Schnars;
 - Awarded: \$5,000 (2 awards to work at other NEAMGLL labs; 7 conference travel awards);
 - 9 NEAMGLL students received some funding.
- NEAMGLL Future
 - Meetings:
 - Next meeting during Spring Public Policy Meeting?
 - Discussion: in one year schedule another in-person/hybrid annual meeting?
 - There is value in meeting in person and seeing other field stations;
 - Could NEAMGLL funds be used to help support the meeting and/or travel;
 - There is value in seeing how other field stations are solving similar problems; tour of other member labs incorporated into the meeting;

- Rotate between Northeast and Great Lakes;
- Registration Fee – it is typically modest and supports the cost of the meeting;
 - Is there also a way to offset some of the expense?
- There is value to hybrid meeting;
- Budget needed to host the meeting;
 - Budgeted \$1,000; which covers food and other expenses; however, does not cover the hybrid technology which is a significant cost;
 - Host institutions will have to help support the meeting; meetings are not revenue generating;
 - Next year need to budget more to cover costs;
 - Next year meet in-person/hybrid and discuss if future meetings are in person yearly or every-other year;
- **Action Item:** Any volunteers to host next year's meeting?
- According to Bylaws, it is up to the board where the meeting is located;
 - Develop an ad hoc Meeting Committee? What is the role of the committee?
- Upcoming Elections
 - Brian Alford – Currently standing in for a board member; Full term board member?
 - Election 2024
 - Elect: President-elect;
 - Elect: Member at Large;
 - Nominating Committee will forward nominations to group.
 - Election 2025
 - NEAMGLL needs to identify a nomination for President of NAML.
- Discussion: NEAMGLL Future – What can NEAMGLL do for you?
 - Future meeting: include Ship Captains and Operations Staff at Field Stations/Marine Labs;
 - Next NEAMGLL Meeting – Student presentations (virtual, speed talks);
 - NAML meeting (tomorrow) will have student presentations supported by NEAMGLL and SAML;
 - Recommendation – students provide a poster to highlight on NEAMGLL website and/or use recording of students presenting at the NAML meeting; need permission.
 - Student awards program – details of category of awards;
 - Are the criteria too strict resulting in low numbers of applicants?
 - Criteria Goals: Building networks and community – hence the award for student exchange between field stations/marine labs;
 - Fosters collaboration between students working on similar issues; encourage exposure to fresh and marine water systems;
 - Consider instructors apply; create a virtual experience?
 - Need to publish statement on advertisement that F&A is not an eligible budget item on their application;
 - Could presentations be used?
- Summary
 - Agreed to meet annually;
 - Agreed to continue Student support program;
 - Agreed to spend down balance;
 - **Action Item:** Determine if ~3x annual income is the target carryover; feedback from the board members;
- Business meeting concluded at 4:59 PM (ET)