

**MINUTES OF THE FLORIDA ASSOCIATION OF BENTHOLOGISTS
EXECUTIVE COMMITTEE (EC) MEETING
21 APRIL 1998**

Location: Riverwoods Field Laboratory, Lorida, Florida.

Members Present: Michael Crikis, Immediate Past President; Lynn Denahan, Treasurer; Darrie Hohlt, Other Government Representative; James L. Hulbert, Newsletter Assistant Editor; David J. Karlen, Member at Large; Michael R. Milligan, Environmental Consulting Firm Representative; Robert P. Rutter, Secretary; Douglas G. Strom, State Government Representative and Executive Committee Chair; Albert S. (Ford) Walton, President.

Doug Strom called the meeting to order at 1710h, and asked for any corrections to minutes of the previous EC and Business meetings in December; there were none. In the interest of time, Doug proposed that we forego reading the minutes, and that they be approved as published in the January Newsletter. The motion was seconded and carried unanimously.

Reports of Officers and Standing Committees

Doug reminded Jim Hulbert that plans had been made to publish the membership list in the Newsletter, preferably in each year's first (January) issue. Jim said he would get with Rob Mattson, Newsletter Editor, to work out the details. Members should have the option of whether or not to include their e-mail address or phone number on the list. Mike Milligan suggested the list could also be posted on our website; Doug will coordinate with Greg Graves, chair of the Internet Committee.

Jim reported that Marianne Whitehurst, chair of the Membership Committee, has re-located to Florida where she is now employed with the Florida Department of Environmental Protection (FDEP) in Orlando. Although unable to attend the present meeting, she plans on staying actively invloved with F.A.B.

Doug reported that Mike Milligan has volunteered to continue on as chair of the Award of Excellence Selection Committee, pending approval of the EC. Accordingly Doug moved that Mike continue as chair, the motion was seconded and carried unanimously. Mike, as always, requested input from the membership regarding nominations for the awards, given in recognition for either Contribution to F.A.B. or Contribution to Benthic Ecology. Mike also announced this year's recipient, David L. Evans. David was Co-Founder of the Association (in 1987) and has been actively involved in one or more capacities ever since. His award for Contribution to F.A.B. will be presented tomorrow following the BarBQ dinner. Thanks and congratulations David!

Doug informed those present that the Environmental Requirements Committee (ERC) remains dormant and that the federal effort in this regard has not been determined. It is possible that this committee may be dissolved. Jim will discuss this with Phil Kane, ERC chair.

Lynn Denahan, Treasurer, had prepared a formal financial report. So far in 1998 our total income has been \$800 and total expenses \$464, and our balance is \$10,828. Total donations in 1997 were \$2900. Doug requested that future reports include some form of graph or chart that would show trends for various categories. It was suggested that monies be kept in some kind of interest-bearing account. Doug asked Lynn to get with David Evans, Registered Agent, to determine if the bonding requirement [described in Article 8 of the F.A.B. Constitution] is necessary; if so we need to start doing this, if not we need to delete the wording.

Doug, speaking on behalf of the Internet Committee, solicited information for the F.A.B. website.

New Business

Doug announced that several committee positions need to be filled. These include chairs of the Nominating and Literature Review Committees, and an EC Member at large. Also, Ford will need to appoint or re-appoint four EC positions. The following committees need members: Awards, Environmental Requirements, Internet, Nominating, and Literature Review. The first order of business at the next EC meeting will be to vote for the EC chair.

Eric Pluchino, with the FDEP in Orlando, has volunteered to assume chair of the Endowment Committee, pending EC approval. Doug so moved and the motion was seconded and carried unanimously. Eric will work closely with Lynn on business related to endowments.

Dave Karlen asked about plans for the next Annual Meeting. Ford suggested that Gainesville might be a suitable location. The Cabot Lodge, Doyle Conner Building, and University of Florida Wetlands Center were all mentioned as possible meeting sites. Ford will work on finding a Local Arrangements Chair. Dave volunteered to serve again as Program Chair. The proposed time is the first week in December, 1200h Wednesday through 1200h Friday. Doug reminded those present that the next annual meeting will be called the *Twelfth Annual Meeting*, as motioned and passed at the last EC meeting. He also noted that meeting attendance and the attraction of new members would be enhanced if meeting arrangements, agendas, and registration forms were made available well in advance.

Mike Milligan is again planning the fall Annelid Workshop at Long Key. This year it will be held during the last week of October, affording those interested an opportunity to partake of the annual *Fantasy Fest* in Key West. Mike also plans on co-scheduleing the North American Oligochaete Conference, which would give F.A.B. members an opportunity to hear some internationally known taxonomic workers such as Ralph Brinkhurst, Christer Erséus, and Kristian Fauchald.

There being no additional new business, Doug adjourned the meeting at 1755h.

Respectfully submitted,
Robert P. Rutter, F.A.B. Secretary
27 April 1998

**MINUTES OF THE FLORIDA ASSOCIATION OF BENTHOLOGISTS
EXECUTIVE COMMITTEE (EC) MEETING
20 NOVEMBER 1998**

Location: Florida Department of Agriculture - Division of Plant Industry, Gainesville, Florida.

Members Present: Lynn Denahan, Treasurer; David J. Karlen, Member at Large; Robert A. Mattson, Newsletter Editor; Marc Minno, President-Elect; Manuel (Manny) L. Pescador, College/University Representative; Robert P. Rutter, Secretary. Alternates; Todd Osborne, Eric Pluchino, Marianne Whitehurst.

Marc Minno, acting as EC chair, called the meeting to order at 0825h. [Doug Strom's 3-year term expired 21 August.] He asked for any corrections to minutes of the previous EC meeting in April; there were none. In the interest of time, Dave Karlen proposed that we forego reading the minutes, and that they be approved as published in the May Newsletter. Manny seconded and the motion carried unanimously.

Reports of Officers and Standing Committees

Marianne Whitehurst, chair of the Membership Committee, passed out copies of the current membership list, which now includes dues-paying status. 1998 has been the Association's best year, with 102 current members. Marianne is soliciting ideas for the F.A.B. brochure. Marc volunteered to work on a prototype that could be distributed at the next meeting.

Following a complimentary comment by Marianne on the Newsletter's new masthead, Rob Mattson, Newsletter Editor, took the floor. The new masthead was designed by Lynn French, who was also instrumental in developing the F.A.B. logo. It needs to be darkened a bit, but otherwise is fine. Rob is soliciting input for the Newsletter. His "*Mystery Body Part*" and "*Lesser Known Taxa*" features have proven popular, feel free to contribute entries. Costs associated with the Newsletter run \$150 to \$200 per issue. Marc suggested that speakers at F.A.B. meetings be given a complimentary subscription to the Newsletter, which prompted Rob to move that we create a one-year "Complimentary" membership category. Manny seconded and the motion carried unanimously. Further discussion raised the possibility of an "Honorary" category as well; criteria will be developed at the next EC meeting. Marianne reminded the EC that members who have not paid their dues since 1995 will be deleted from the membership and Newsletter mailing lists. It was mentioned again that coordination among the Treasurer, Membership Committee, and Newsletter Editor was essential for maintaining current and accurate lists.

Eric Pluchino, Chair of the Endowment Committee, said that he and staff are still in an organizational stage. He has talked with Kim Haag who has had experience with the North American Benthological Society endowment fund. The endowment should be a separate fund, the donations to which are not spent, only the interest they generate. The current endowment amount is \$5750. Eric is looking into some form of guaranteed fixed-interest bearing account that will be risk-free and enable us to plan ahead for expenditures. [A similar account was

suggested for the general fund, to the extent afforded by our non-profit status. Lynn will explore the possibility with David Evans, Registered Agent.] Discussion then ensued on who/what might receive money and for what reasons. Two ideas proffered were best student paper award and assisting high school students with science projects. Eric noted that we may need to amend the wording of Constitution Article III Section 1, specifically "*No part of the net earnings of the Association shall or may under any circumstances inure to the benefit of any individual.*" Marc, as By-Laws Committee chair, will look into it. Marianne suggested that the Endowment Fund be mentioned in the brochure.

Lynn Denahan, Treasurer, handed out copies of her very nicely prepared financial report, which now includes color charts for various categories. Our general fund balance is \$12,201, of which \$5750 is in the Endowment Fund. The end-of-year report will appear in the January Newsletter. Lynn asked those present for information on the proper way to conduct an audit. Rob Mattson thought it should be conducted externally. Marc suggested that Lynn contact Phyllis Guthrie (a previous F.A.B. Treasurer) and David Evans for guidance.

New Business

F.A.B. Spring Workshop. Rob volunteered to again host this event in Live Oak, and handle local arrangements. Marc volunteered to act as Program Chair. Proposed topics were spring (geologic feature) fauna, freshwater mussels and exotic species. Field trips could include visiting local springs and the traditional canoe float down the Suwannee. Tentative date is 29-30 April. [Visionary Manny Pescador predicted that the spring 2000 workshop would be held at Florida A&M, with steephead streams on the agenda.]

Next F.A.B. Annual Meeting. Dave Karlen again volunteered to act as Program Chair, and suggested that it be held at Harbor Branch in Fort Pierce on the east coast. Marc will contact Doug Strom about looking into costs and availability. Tentative date is early December. Dave suggested a lower registration fee for speakers, perhaps \$30. Marc responded that \$35 is not that much, plus it includes dues, and different fees would make registration more complicated. Rob added that no one else does it. It was generally agreed that the fee would stay at \$35. Manny suggested an award for best student paper. This will be considered, but there may be some qualifications, e.g. what to do in the event there is only one student speaker.

There being no additional new business, Marc adjourned the meeting at 0925h.

Respectfully submitted,
Robert P. Rutter, F.A.B. Secretary
30 November 1998

**MINUTES OF THE FLORIDA ASSOCIATION OF BENTHOLOGISTS
12TH ANNUAL BUSINESS MEETING
20 NOVEMBER 1998**

Location: Florida Department of Agriculture - Division of Plant Industry, Gainesville, Florida.

The 1998 F.A.B. Business Meeting was called to order at 1035h by President-Elect Marc Minno, filling in for President Albert "Ford" Walton. Marc welcomed the participants and opened the floor to reports from Officers and Standing Committees.

Lynn Denahan, Treasurer, presented highlights of the financial report. The F.A.B. general fund has a balance of \$12,201, of which \$5750 is in the Endowment Fund.

Eric Pluchino, chair of the Endowment Committee, reported on the Endowment Fund. Only the interest earned on donations will be available for spending. Funding ideas so far are a best student paper award and assisting high school students with science projects. He is soliciting other ideas. He mentioned that wording in Article III of the Constitution, dealing with disbursement of Association monies, may need to be re-worked to accommodate spending of Endowment funds.

Marianne Whitehurst, chair of the Membership Committee, reported that we have 102 members, of which one-third are current dues payers. She informed that members who have not paid dues for three years will be dropped from the membership list, and that annual dues are included in the Annual Meeting registration fee. She also solicited ideas regarding an "Honorary" category for membership, and the F.A.B. brochure which is currently under development. She was asked if there was a membership directory - there is and it will be published annually in the Newsletter. Further discussion generated other ideas for making the list available, such as our website where it could be continuously updated, and direct requests to Marianne at **whitehurst_m@orl1.dep.state.fl.us** .

Rob Mattson, Newsletter Editor, demonstrated the last two issues of the Newsletter, and solicited information for upcoming issues. His "*Mystery Body Part*" and "*Lesser Known Taxa*" features have proven popular. There were two correct responses to the September ". . . Part" (a dytiscid foreleg), from Dana Denson and John Epler. Feel free to contribute entries. If you know someone whom you think should receive a complimentary copy, let Rob know. It was suggested that we could access the membership lists of other groups, such as the North American Benthological Society.

Marc asked for any comments on minutes of the previous Annual Meeting, as posted on the website and printed in the Newsletter. There were no comments on the minutes, but it was suggested that our website address (**<http://www.flmnh.ufl.edu/fab/>**) be included in each issue of the Newsletter.

New Business

Marc announced that the Spring Workshop will be held in April in Live Oak.. Planned topics include freshwater mussels, springs and exotic species. Because mussels include some rare/endangered species, we may try to get a Florida Game & Freshwater Fish Commission representative to attend, perhaps Gary Warren. Florida A&M may host the year 2000 Spring Workshop, with a theme on steephead streams. The Fall Workshop will again be on Long Key in October, again organized by Mike Milligan. It was suggested that this event be held earlier in the month, because this year it was the week before the Southeastern Water Pollution Biologist Association meeting. The 13th Annual Meeting will be in early December (not to interfere with college/university finals). We are looking toward Harbor Branch, which has excellent facilities, in Fort Pierce. This would give us the opportunity to interact with their personnel, and get them interested in F.A.B. We will announce the meeting in "*Florida Environments*." We hope to offer a student award, and some elections (e.g. EC chair and President-Elect) will be held during the Business Meeting; these positions will be announced in an upcoming Newsletter.

There being no additional business or comments from the membership, Marc adjourned the meeting at 1100h.

Respectfully submitted,
Robert P. Rutter, F.A.B. Secretary
30 November 1998