

**Minutes of Executive Committee Meeting
Florida Association of Benthologists Annual Meeting
Thursday, May 8, 2003 @ 5:00 PM
Cabot Lodge, Gainesville, FL**

**Attending Executive Committee Members: Dave Karlen, Doug Strom,
Marianne Pluchino, and Ford Walton
Members at Large and acting alternates: Dana Denson, Gloria Eby,
Sandi Hanlon-Breuer, Laura Line, Eric Pluchino, and Bob Rutter
Minutes Compiled by Marianne Pluchino**

Doug Strom, FAB Executive Committee Chair, called the meeting to order and asked for the officers' reports.

Dave Karlen, FAB President, reported that our spring workshop was going well. There were 31 participants registered and Dave had already received positive feedback from several of the attendees.

He also added that Bonnie Hall, resigning treasurer, had turned the accounting information and FAB checkbook over to him. Our accounts are with Wachovia Bank. He asked if anyone present would be willing to perform the duties as interim treasurer until elections are held at the annual business meeting. Sandi Hanlon-Breuer offered to fill this position. Dave Karlen thanked her for volunteering. Ford Walton motioned that the executive committee (EC) elect Sandi as acting treasurer during this interim. Dave Karlen seconded the motion. She was elected unanimously. The FAB Executive Committee thanked Sandi for offering her time and expertise to this office.

Dave briefly discussed the 2003 Annual Business Meeting by announcing that it will be held in Naples, FL at Rookery Bay - National Estuarine Preserve on December 11th and 12th. The deadline for abstracts to be presented at this meeting will be December 1st. Vicki McGee will be asked to make local arrangements for this event. Dave passed around for review by the committee the *Request for papers* and the *Request for the student posters and student presentations awards*.

Doug Strom informed the members that the annual meeting in Naples would include elections for a new secretary and a new treasurer, as well as for president-elect. Laura Line expressed an interest in the office of secretary and asked what responsibilities were involved with the position. Bob Rutter, a previous FAB secretary for several years, let her know that it primarily involved taking the minutes at all the meetings and being the historian for the organization. Doug will inform Palmer Kinser (who is the current Nominations Committee Chair) that Sandi and Laura are willing to run for treasurer and secretary at this years annual meeting. Doug reminded the committee that due to the absence of the president elect, Palmer Kinser, next year's meetings would be discussed at a later date.

Doug announced that he could no longer be the government representative due to his recent career change. Dave Karlen motioned that Ford Walton (FDEP) fill this vacancy, and that Doug be appointed to the At-Large EC position that Ford was vacating. Eric Pluchino seconded the motion. It carried unanimously. Doug asked the committee to reaffirm his election as EC Chair; this motion was put forward by Dave and seconded by Ford, and carried unanimously.

Marianne Pluchino, Membership Chairman, reported that she had compiled a list of present and some past members for review. She reminded the group of the previous EC motion to include such a list in an upcoming FAB newsletter. Marianne also gave the president her information in list form and spreadsheet form on a computer disk. Dave Karlen suggested that additional selected individuals be added to the list of members given "Honorary" status for lifetime. There was no opposition to this from any members. Lastly, she requested that if anyone has had any experience with a membership software program, to please get in touch with her and share this expertise.

Eric Pluchino, Endowment Committee Chairman, informed the members that additional donations had been made towards the endowment fund. He also commented that this fund exists to foster our organization, however, it is basically a "one-way-door" and that the interest is the only "spendable" portion of the fund. In response to this, Dana Denson asked if an individual could donate an amount and give it a "designated use" such as the student awards. Doug Strom suggested that FAB ask our registered agent, David Evans, about this issue. After the new treasurer steps in, Eric will be able to get necessary information regarding the amount that FAB will be able to award. Doug Strom asked if the Endowment Committee's goal was to award the same amounts as was awarded last year. Eric's response was that he hoped it would be the same. He added that the total need for all awards would be \$250.00.

Doug Strom opened the floor for any new business.

Dave mentioned that Mike Milligan will again plan the Fall FAB Workshop and that Mike will also continue to chair the Awards Committee. Doug requested that executive committee members continue to encourage the general membership to recommend recipients of FAB awards.

Dave Karlen informed the members that a few significant contributors to FAB and to Florida benthic science would be retiring this year. He suggested that some kind of recognition be given to those FAB members at the annual business meeting. The executive committee members agreed with this idea, therefore, Dave will discuss it with Mike.

There being no further business, Doug Strom made a motion that the meeting be adjourned. The motion was seconded by Dave Karlen, and carried unanimously. Meeting was adjourned at 6:15pm.

**Minutes of Executive Committee Meeting
Florida Association of Benthologists Annual Meeting
December 11, 2003
Rookery Bay
Naples, FL**

**Attending Executive Committee Members: Sandi Hanlon-Breuer,
Dave Karlen, Palmer Kinser, Marc Minno, Marianne Pluchino,
Doug Strom, and Ford Walton
Members at Large and acting alternates: Dana Denson, Gloria Eby,
Laura Line, Peggy Morgan, and Eric Pluchino**

Doug Strom, FAB Executive Committee Chair called the meeting to order at 5:55 PM.

Doug Strom requested the minutes from May 8, 2003 be approved. Ford Walton made the motion for approval and Eric Pluchino seconded it. Also, Palmer Kinser motioned that all previous minutes be approved and Laura Line seconded the motion. Therefore, all previous minutes stand approved.

Doug asked for the officers' reports:

Sandi Hanlon-Breuer, **FAB Treasurer**, provided a handout to the executive committee members that gave an update of FAB spending. This report showed an endowment contribution of \$4,750.00. Sandi thanked Gloria Eby for her assist with the software program. The FAB Money Market account contains the endowment funds. Eric Pluchino added that the interest is the only portion of this account that can be "spent." Doug asked Sandi if the books were in order for an audit. Sandi asked for more time to better prepare. Eric added that he was aware of Lynn Denehan's, FAB previous treasurer, earlier request for permission to have the books audited.

Doug mentioned that the **Awards Committee Report** would be bypassed in Mike Milligan's absence, as would the **Editorial Committee Report** in Jim Hulbert's absence.

Marc Minno, **Bylaws Committee** Chairperson, presented copies of the updated Bylaws dated November 7th, 2001.

Eric Pluchino, **Endowment Committee** Chairperson, thanked Sandi and Gloria for their assistance with endowment monies. The interest accrued from the fund was close to \$700.00. Only \$200.00 of that will be given as prize money to the winner of the oral presentations. There is no poster competition scheduled for this year's annual meeting. Eric also thanked all the previous judges and those that will participate during the upcoming annual meeting Doug made some suggestions for making the judging form more clear.

Marianne Pluchino, **Membership Committee** Chairperson, reported that there had been no meeting of this committee. However, she was very grateful to Sandi for helping her keep the membership updated. Sandi said she would continue to send all membership forms to Marianne.

Palmer Kinser, **Internet Committee** Chairperson, informed the executive committee that the website had been updated with pictures and notes from the previous FAB Meeting. He also welcomed any input regarding the site and made a request for some quality "bug" pictures. Palmer added that the next goal for the committee was to update the workshop lists. Dana Denson expressed an interest in placing the power point presentations from the last meeting on the website. Palmer said he would check with the University of Florida on the space issue.

Marc Minno, **Nominations Committee** Chairperson, announced that Palmer Kinser, President Elect, would be taking over the presidency at tomorrow's annual meeting. Marc then presented the candidates for this year's elections:

President Elect: Dana Denson
Secretary: Laura Line
Treasurer: Sandi Hanlon-Breuer

Marc also discussed the **Workshop Committee** whose members include Jim Hulbert, Dave Karlen, Palmer Kinser, himself, and, eventually, the new President Elect. The issue of paying an instructor or presenter was discussed. Marc reminded the executive committee that it is difficult pay extensive fees for this person and abide with FAB's constitution. It is, however, allowable to pay costs associated with travel and/or accommodations.

Marc also discussed the 2004 spring workshop. The tentative date month is April with Hemiptera being the topic. The desired place is the University of Florida – Entomology Department in Gainesville. The workshop will hopefully include a collection trip with the laboratory work. Several speakers have already been approached.

Doug Strom opened the floor for any new business.

Marianne announced that Mike Crikis would no longer be able to participate as an At Large Member of the FAB Executive Committee. Doug asked that she thank him for his service over the years. Peggy Morgan offered to fill the position. Dana Denson made the motion and Palmer Kinser seconded it. Peggy Morgan was appointed as an At Large Member of the FAB Executive Committee.

Palmer Kinser brought up the issue of certifications possibly being given at future FAB workshops. There was much discussion among the members as to the difficulty of this. Several options, such as a "demonstration of experience" or written tests, were discussed as possibly providing the certifications for taxonomists. The discussion was eventually tabled and will be discussed at length after members have a chance to further research these ideas.

There being no further business, Doug Strom made a motion that the meeting be adjourned. The motion was seconded by Dave Karlen, and carried unanimously. Meeting was adjourned at 7:05pm.

Respectfully submitted,
Marianne Pluchino
(Acting FAB Secretary)

**Minutes of Florida Association of Benthologists
Annual Business Meeting
December 12, 2003
Rookery Bay
Naples, FL**

The meeting was called to order by Dave Karlen, FAB president, at 11:35 AM.

Dave thanked Rookery Bay, Vicki McGee, and Mike Shirley for hosting the 17th FAB Annual Meeting. He also expressed his appreciation to the Friends of Rookery Bay, Emily and Carl, for setting up and Marilyn for helping at the registration table. Dave also thanked all the students for participating in this year's presentations.

Eric Pluchino, FAB student endowment committee chairperson, presented the student award for this year's meeting and commented that all student presentations were very good. The committee was impressed with this year's presentations. He also thanked the judges for their assistance. Over the past 12 months, \$450.00 has been awarded to students. The recipient of this year's award for best presentation went to Terry Campbell. Eric informed Terry that he would receive a check for \$200.00, his membership check would be returned to him, and the association would pay his membership fee.

Marie Dao was acknowledged for her years of contributing to FAB as she will be retiring from Reedy Creek Improvement District this summer.

Dave recognized and thanked the executive committee members.

Doug Strom, Executive Committee Chair, expressed sincere thanks to the FAB Executive Committee for they are the ones that make FAB such a successful organization:

- Dave Karlen, your meetings and presentations have been great.
- Bob Rutter, thanks for maintaining such wonderful records and history.
- Palmer Kinser, the website work has been fabulous.
- Sandi Hanlon-Breuer and Gloria Eby, your money handling and thoroughness has been the best ever.
- Marianne Pluchino, thanks for your performance as interim secretary and promoting FAB as membership chair.
- Rob Mattson and Jim Hulbert, you continue to inform and entertain through the newsletter.
- Marc Minno, your work with the Bylaws and Constitution needs no improvement.
- Eric Pluchino, you have done a good job with the endowment chair, the organizing, and the presenting of the associated awards.
- Thank you to all the past presidents.
- A sincere amount of gratitude goes out to Paul Carlson and David Evans, the founders of FAB, especially David Evans for his countless years of support and his ongoing activity as FAB registered agent.
- Dave Karlen and Vicki McGee, thank you for a great annual meeting this year.
- Thank you FAB members and students for your valuable research and presentations.

Dave called for the committee reports.

Sandi Hanlon-Breuer, **FAB Treasurer**, provided the members of FAB with the balance of the no interest checking account, \$9,575.48; and the balance of endowment/ money market account total, \$12,899.78.

Palmer Kinser, **Internet Committee** Chairperson, welcomed any suggestions from the General membership. The history and the newsletter will be provided on the website soon. Access to links for the power points from this meeting will also be provided.

Palmer Kinser, **Workshop Committee** Chairperson presented the possibility of taxonomic certifications through FAB. Members are looking into the method NABS may be implementing or a general certification for benthologists. Several different ideas were discussed.

Marc Minno, **Bylaws Committee** Chairperson, reported that the latest revisions of the constitution and bylaws dated 2001 are on the website.

Eric Pluchino, **Endowment Committee** Chairperson, thanked Sandi and Gloria for all their assistance with endowment monies. The funds are being taken care of and defined properly. Eric welcomed suggestions from everyone and announced that the committee will meet soon to discuss issues such as undergraduate, graduate and secondary awards. Terry Campbell, recipient of the 2003 student presentation award, suggested that the date of the annual meeting be moved to earlier in the month for better student participation. This year's date conflicted with universities' final exam week. Eric thanked those that spread the word about the endowment fund awards. Vicki volunteered to get the information out through Rookery Bay since it is a working research laboratory for students.

Marianne Pluchino, **Membership Committee** Chairperson, thanked all the members for keeping their membership current. She also asked that present members keep her updated on retirees.

Marc Minno, **Nominations Committee** Chairperson, announced the ballot for the elections: *President Elect: Dana Denson*

Secretary: Laura Line

Treasurer: Sandi Hanlon-Breuer

He asked for any nominations from the floor. There being none, Ford Walton proposed that nominations be closed. Terry Campbell seconded it.

Dave Karlen made the motion to accept the nominations. Terry Campbell seconded it.

Dave Karlen announced the new officers. Dave Karlen passed the gavel to Palmer Kinser (incoming FAB President).

Palmer Kinser thanked Dave and the membership. He announced plans for a Hemiptera conference in Gainesville for the spring, and requested any contacts for this taxa group be sent to him.

Dave Karlen Motion to adjourn the 2003 FAB annual business meeting.

Ford Walton seconded it.

Meeting adjourned at 12:45.

Respectfully submitted,
Marianne Pluchino (Acting FAB Secretary)