

**Minutes of Executive Committee Meeting
Florida Association of Benthologists Annual Meeting
May 5, 2004
Gainesville, FL**

**Attending Executive Committee Members: Palmer Kinser, Dana Denson,
Sandi Hanlon-Breuer, Doug Strom, Ford Walton, Laura Line, and Peggy
Morgan
Acting alternates: Marc Minno, Bob Rutter, Marianne Pluchino, and Eric
Pluchino**

Doug Strom, FAB Executive Committee Chair called the meeting to order at 6:30 PM.

The committee thanks Marianne Pluchino for her outstanding service as interim secretary.

Reading and Approval of Minutes

The minutes from December 11, 2003 will be sent to committee members for review and will be approved at the next meeting.

New Business

Palmer Kinser, current FAB president, notified the executive committee that Mike Milligan will organize the Fall Workshop on Crustaceans and is contacting potential speakers. Palmer also suggested having the upcoming annual meeting dedicated to issues in taxonomy and systematics. The debate between classical taxonomists and molecular systematists could be arranged in the form of a panel discussion with experts on both sides. A discussion of classical Linnaean taxonomy versus Phylocode-based taxonomy is another potential topic.

A discussion ensued regarding methods to inform interested aquatic scientists of upcoming FAB meetings. In an effort to have an organized way of contacting people about workshops and meetings, Palmer Kinser will make a list of websites and webmasters to contact. It was suggested that the President of FAB be the one to make the contacts. The southeastern United States was discussed as the range of dispersal of information about the workshops. Space limitation should be included in registration information so people will know to register early.

Committee Reports

Palmer, acting as the **Internet Committee** Chairperson, said that the FAB Website is relocating because the Florida Museum of Natural History will no longer be hosting it. He is looking for a new website host, and suggested the possibility of a private company sponsoring FAB. Eric Pluchino said that it was decided years ago that FAB should be independent; not sponsored by another agency or private company and it would be appropriate for us to pay for our own site. Eric made a motion that we find out the cost of a website which would be paid for from the general fund. Mark Minno seconded the motion which passed unanimously.

Another issue Palmer Kinser addressed was membership. We discussed the possibility of a mechanism such that people who attend meetings would automatically become members. Palmer made a motion to research membership eligibility in relation to workshop attendance. Dana Denson seconded the motion. The motion passed unanimously.

Marianne Pluchino, Chairperson of the **Membership Committee**, and Peggy Morgan volunteered to lead the research effort. The issue of honorary membership was discussed in relation to our speaker, John T. Polhemus who led the Hemiptera Workshop. Marianne and Peggy will bring the list of honorary members to the table at the next meeting. Honorary versus lifetime membership was also discussed and will be addressed at the next meeting. One function of the executive Committee is to nominate people as honorary members for service to the organization. Palmer is making a list of people who provided service to FAB in the past, and how and when they served the organization.

The idea of having web sponsors for FAB was another topic of discussion. Perhaps FAB could give website advertising space in exchange for a donation of a given amount.

Peggy and Marianne will look into this matter as well.

Newsletters were the next topic and whether or not to send any more by US mail or if they should all be sent by e-mail. Eric Pluchino suggested newsletters only be mailed to members who specifically request paper copies. Marianne will put together an article on Mary Dao for the next newsletter.

The next topic of discussion was having promotional items such as t-shirts and mugs to sell to members at the next meeting. Doug Strom made a motion to set a goal to have promotional items made available at the next annual meeting. Sandi Hanlon-Breuer seconded the motion which passed unanimously. Laura Line and Eric Pluchino volunteered to investigate designs, printers and costs. Laura will email scanned images of design ideas to committee members.

Doug asked for the officers' reports:

Sandi Hanlon-Breuer, **FAB Treasurer**, will e-mail a treasury report to committee members for review and will construct a graph of FAB funds and numbers of members over time. Sandi will also e-mail committee members the balance sheet from the Hemiptera workshop for future planning. Marianne Pluchino, Chairperson of the **Membership Committee** will construct a similar graph to visualize membership trends. Sandi and Marianne will collaborate to determine if a graph with both FAB assets and membership trends can be graphed together on the same graphic.

It was suggested that we should thank the presenters, people at the UF Entomology Department, and at the Division of Plant Industry for facilitating this workshop. Also, FAB will pay for the transportation, lodging and other expenses associated with the workshop for the presenters, as we cannot directly pay them for their presentation.

Palmer Kinser (acting as a member of the Certification Committee) brought up the issue of taxonomy certification in the state of Florida to avoid expensive travel to other states for certification. The issue will be discussed at the next meeting.

There being no further business, Eric Pluchino made a motion that the meeting be adjourned. The motion was seconded by Dana Denson, and carried unanimously. Meeting was adjourned at 8:15pm.

Respectfully submitted,
Laura Line
(FAB Secretary)

**Minutes of Executive Committee Meeting
Florida Association of Benthologists Annual Meeting
Archbold Biological Station, Lake Placid, Florida
December 16, 2004**

**Attending Executive Committee Members: Doug Strom, Palmer Kinser,
Dana Denson, Laura Line, Sandi Hanlon-Breuer, Dave Karlen
Members at Large and Acting Alternates: Peggy Morgan, Marc Minno,
William R. White**

Doug Strom, FAB Executive Committee Chair called the meeting to order at 5:30 PM. The committee is looking for an assistant editor. The person in this position is a member of the executive committee and helps review the newsletter.

Reading and Approval of Minutes

Doug Strom passed out the Executive Committee Meeting minutes from May 5, 2004. President Palmer Kinser and Doug reviewed the minutes and asked if there were any corrections to the minutes. By-Laws Committee Chair Marc Minno moved to approve the minutes. President Elect Dana Denson seconded the motion. The minutes were approved.

Committee Reports

Treasurer Sandi Hanlon-Breuer gave the **Treasurer's Report**.

No interest checking account:	December 31, 2003	\$9208.89
	November 30, 2004	\$11,535.37

A student award of \$200.00 was distributed.

Money market account:	December 31, 2003	\$12,707.89
	November 30, 2004	\$12,789.57

We received a generous donation of \$1,000 and a matching donation of \$1,000. T-shirts and mugs cost \$2,064.

Update of tax status

According to the Department of Revenue, sales tax must be collected and reported on retail items that we sell on a quarterly basis. We are tax exempt only when we purchase items. Registered Agent David Evans helped to obtain our non-profit, educational, professional status. Sandi and Dana are listed on the DR-1. David filed the DR-5 but it wasn't in early enough to get the t-shirts.

No **Awards Committee** report was given as Chair Mike Milligan was absent.

Marc Minno gave the **By-Laws Committee** report. Changes to the by-laws include adding a section to give a lifetime membership to certain members who are distinguished, outstanding contributors to FAB or to benthology. Nominations will be received by the Nomination Committee and presented to the Executive Committee. The Executive Committee will decide which of the nominees will receive a lifetime membership.

Proposed at the May 2004 meeting was to change the Assistant Editor to also include the position of Literature Review Chair. Proposed changes will be brought to the annual meeting tomorrow for a vote.

FAB Membership Discussion

Several members have been active for 10 years or more. Palmer asked if an Executive Committee member has to be a member of FAB. Several people do not pay dues and are on committees, so we need to structure this so that if someone goes to a function, they are automatically a member. Registration forms could have a box for members and non-members. Non-members will have to pay a higher fee and then will automatically become members. For example, if you attend the spring workshop, the fee will cover that year's membership. If you attend the fall or annual meeting, the registration fee will include dues for the following year. This issue will be picked up at a later date until we have a comprehensive policy.

Newsletter Editor Rob Mattson was not in attendance for the **Editorial Committee** report. However, we discussed the issue of needing an Assistant Editor. Palmer brought up the concept of an electronic copy of the newsletter. We can put the newsletter on the website. Marc said it is good to send out the newsletter by mail. However, we could cut down on the number of pages and have an electronic link listed in the newsletter for meeting minutes, past newsletters, by-laws, etc. Palmer can make pdf files and put them on the website.

Membership Committee Chair, Marianne Pluchino, was not in attendance for the **Membership Committee** report.

Internet Committee Chair, Palmer Kinser, lead the **Internet Committee** report. The new website is www.floridabenthos.org and we pay a low rate of \$110.35. Please visit the website and let Palmer know of any problems or suggestions. Ideas discussed included adding pages for groups of organisms such as Heteroptera, the focus of last spring's workshop. We could have BioRecon Summary Reports, links to organizations such as Lakewatch, floridawateratlas.org, Hillsboro County Lake Atlas, Seminole County Lake Atlas, FDEP, Polk County Water Atlas, Photos, data from counties and volunteer groups. The Executive Committee members are encouraged to send links to Palmer at pkinser@sjrwmd.com. If we get spam problems we can replace "@" with "at" or use another method. Dana suggested we could have links to exotic species alerts, bibliographies, and have our own line of informal papers. We could include the Florida Benthologist abstracts from meetings, and have such topics as the Channeled Apple Snail.

Future merchandizing efforts should include our web address on the merchandize. For instance we could have a FAB baseball cap with FAB on the front and the website on the back. We could have Columbia fly-fishing shirts with the logo on the pocket and can-coolers. It was also mentioned that Laura should get a free t-shirt. Palmer and Sandi will discuss merchandizing on the web, such as including pictures of the t-shirts and mugs for mail-order.

New Business

Ideas for the Spring Workshop were Coleoptera, Mollusks, or other groups of aquatic organisms. An Oligochaete workshop is slated for Spring 2007 and Gainesville will probably be the best site. The next annual meeting could be in St. Augustine at the Timucuan NERR. Mike Milligan will do the Fall Workshop again, probably on mollusks. Fred Thompson has a revised key to the gastropods. Doug Shelton was good; he did the workshop about 8 years ago. New mayfly and caddisfly manuals will be coming out soon. ITIS has old information, and is not recently updated.

The topic of assessment methods would be a good one for the annual meeting. We need a high profile speaker to draw in more people, such as Bruce Springsteen (just seeing if you were awake) or have a mini-workshop to increase attendance. We could also split the meeting with another organization. Another idea is alternative taxonomy. Maybe we could get McCafferty, after all, we got Polhemus.

At Large Member Peggy Morgan made a motion to adjourn. Immediate Past President Dave Karlen seconded the motion. The meeting was adjourned at 8:00 pm.

Respectfully Submitted,
Laura Line, Secretary

Minutes of Florida Association of Benthologists
Annual Business Meeting
Archbold biological Station
Lake Placid, Florida

December 17, 2004

The meeting was brought to order at 12:15pm by Executive Committee Director Doug Strom filling in for President Palmer Kinser, who was present but had laryngitis.

Notes of Appreciation

Doug expressed sincere thanks to Palmer Kinser for his ideas for the last two meetings and workshops, to Dave Karlen, the Program Chair for organizing this meeting, to Mike Milligan for the Decapod workshop, to Laura Line, the Secretary, for the artwork, to Sandi Hanlon-Breuer, our Treasurer, for handling the tax questions and paying for the mugs and t-shirts on time, to Rob Mattson, the Newsletter Chair. Special thanks were offered to Hillary Swain and Penny DeVane for making the Archbold meeting a success. Peggy Morgan was also thanked for planning and preparing the excellent dinner Thursday night at the Keck House, the location of the Executive Committee Meeting.

Many thanks to our presenters: Mark Wetzel, David Evans, Doug Strom, Dana Denson, Gloria Eby, William White, Alex Jahn, Jerry Metz, David Karlen, Mike Allen and Edith Allen. Thanks to our panelists: Mark Wetzel, Dana Denson, Doug Strom, Sandi Hanlon-Breuer, Marc Minno, and moderator Palmer Kinser.

The Hemiptera Workshop was a great workshop. We received rigorous training in a relaxed atmosphere; many thanks to the FAB committee members, Palmer, Peggy, Jay Leverone, Ford Walton, and Dana Denson who helped to put it together.

Committee Reports

There are openings for the Internet Committee, Assistant Editor and Literature Review Committee, and Nominations Committee.

David Evans, **Registered Agent**, clarified the tax status of the FAB so the organization will stay above board and meet regulations.

Marianne Pluchino, **Membership Committee** Chair, was not present.

Dave Karlen, **Nominations Committee** Chair, noted there were no elections for this meeting.

Sandi Hanlon-Breuer gave the **Treasurer's Report**. The no-interest checking account contains \$11,535.37. The endowment money market fund contains \$12,789.57.

The **By-laws Committee** Chair, Mark Minno revised some of the bylaws to facilitate organization growth. Article IV, section 5 was added as was Article III A. Peggy Morgan asked for clarification as the Assistant Editor is under two different committees, the Executive Committee and the Literature Review Committee.

Dave made a motion was made to accept the changes in the by-laws and Dana seconded the motion. The motion passed.

Endowment Committee Chair, Eric Pluchino, was not present. Dana Denson sat in for Eric and gave a \$200 award and a new FAB t-shirt to William White for best student presentation. FAB will continue giving student awards to promote the study and research of aquatic ecology. Contributions may go to the General Fund or to the Endowment Fund.

Internet Committee Chair, Palmer Kinser, said the internet site, www.floridabenthos.org is operational. He will update it with pictures from this meeting. Please give your suggestions to Palmer.

New Business

Palmer proposed that next year's annual meeting be held at the Guano Timucuan Reserve, located North of St. Augustine. A workshop on freshwater mollusks was suggested for May 2005 and estuarine mollusks as a topic for the September workshop with Mike Milligan.

Dave Karlen moved to adjourn the meeting. Palmer seconded the motion. The meeting adjourned a 12:45pm.

Respectfully submitted,
Laura Line
FAB Secretary