

CALL TO ORDER

The mid year board meeting of the Mid-Atlantic Marine Educators Association (MAMEA) was held at Caledon Natural Area in Virginia. Lewie Lawrence, President of MAMEA, welcomed those in attendance and called the meeting to order at 1:15 pm. In attendance were voting board members President Elect Susan Haynes, Maryland Representative Kathy Siegfried, Secretary David Christopher, North Carolina Representative Amy Sauls, Past President Beth Jewell, Virginia Representative Lisa Lawrence, President Lewie Lawrence, Treasurer Karen Fuss, and Washington, DC Representative Sarah Schoedinger.

MEMBER COMMENT

President Lewie Lawrence opened the floor for member comment. No members stepped forward to make comments.

STATE REPORTS

Since the state reports were sent out a week before the meeting to all the board members to review, Lewie Lawrence moved that the state reports be adopted. Beth Jewell motioned to adopt the state reports, and Sarah Schoedinger seconded the motion. The motion was put to vote and was approved unanimously. The state reports adopted by the board are as follows:

Delaware Submitted by Shauneen Giudice

I continue to talk about MAMEA and related issues at every chance with other teachers but the current climate does not seem to favor much involvement. DE teachers are under such pressure to tow the line with respect to the test and state standards - which are frightfully lacking in terms of marine content. They mostly feel there is little room for other things. However, if you or anyone else has any inspirational ideas about how to get people involved, I would love to hear them.

Virginia Update Submitted by Lisa Lawrence

Upcoming Professional Development Opportunities

The Application of Molecular Markers in Marine Science

Genetics course for high school teachers, July 12 - 14, 2004 at VIMS. Through lab and classroom activities taught by VIMS faculty, high school teachers will explore how developments in molecular genetics and bioinformatics have spawned exciting techniques used in marine fisheries science. Topics include: use of molecular markers for analyses of stock structure; forensic identifications; investigations of evolutionary relationships; screening fish & shellfish for disease organisms; and analysis & manipulation of DNA sequencing data. For details, contact Susan Haynes, shaynes@vims.edu, or Vicki Clark, vclark@vims.edu.

Virginia Mini Conference - Oysters in the Chesapeake Bay Teacher Workshop at VIMS
Mon., June 28

MAMEA will partner with VIMS and the Tidewater Oyster Growers Association (TOGA) to offer a teacher workshop on oysters. Though we are still awaiting news of funding, at a minimum we will be offering a one-day teacher workshop on Monday, June 28 with presentations by scientists and teacher activities to take back to the classroom. If we get additional funding, we will add a teacher oyster restoration project component, which would allow 15 teachers to participate in a yearlong oyster growing project. These teachers must be from the Tidewater area and will need to attend a 3-day workshop from Mon, Jun 28 - Wed., June 30. Cost will be approx. \$25.

Other Virginia News

The 7th annual Blue Crab Bowl was held February 28 at Old Dominion University. Sixteen teams from across Virginia competed. The results were:

Winner - Thomas Jefferson High School (they will now be competing against 23 other teams from around the country in Charleston, SC in April)

2nd Place: Chesapeake Bay Governor's School, Glenn's Campus

3rd Place: Rustburg High School

4th Place: Grafton High School

Maryland Report Submitted by Kathy Siegfried

- Mini Conference scheduled for Friday, March 12-13, Educator's Overnight at the Aquarium-50 participants signed up (36 new members, 5 renewing members, and 9 current members are registered.)
- New Dolphin Show opens at NAIB in April, two dolphins are expecting calves at any moment
- Delegate Barbara Frush, Chair of the House Environment Sub-committee, is now accepting letters in support of marine debris legislation. New legislation, nicknamed Inky Legislation after a rehabilitated pygmy sperm whale who ingested plastic, is designed "to create a healthier ocean for generations to come by making it unlawful for any person to throw, deposit, release, or discharge 20 or more balloons into the atmosphere within the state of Maryland." You can become involved by sending a letter in support of the legislation. You can email your letter to DelegateFrush@aol.com (The text for a sample letter can be found on the Conservation pages of the Aquarium's website, under Support Marine Debris Legislation.)

North Carolina Submitted by Amy Sauls

North Carolina National Estuarine Research Reserve is going through lots of changes. Look for a new program manager in the next few months (posting closes on 3/22). Also the Research Coordinators position will be advertised in the not too distant future and both positions will be located in Morehead City/Beaufort area. There are workshops for teachers/educators coming up soon – Coastal Explorations April 2-3rd in Manteo and June 16th – 17th in Beaufort - contact Amy Sauls for details amy.sauls@ncmail.net

Lots of good things are going on with the NC Coastal Federation. Two items of interest: First, the restoration of North River Farms (over 4000 acres; when completed, it will be the largest wetlands restoration to date on the east coast) and second, the oyster restoration effort, including reef building. <http://www.nccoast.org/>

NC Aquariums

Fort Fisher has an online newsletter that folks might be interested in "Conserving the Cape Fear". It highlights some of the conservation work being done by various "entities" along the Cape Fear River. If interested, it can be download it in pdf format from the website at ncaquariums.com. Look under News and Events, then scroll to Conserving the Cape Fear.

The Aquarium on Roanoke Island has a Volunteer Coordinator position open until the end of March. To see job description etc. go to: <http://www.ncaquariums.com>
Pine Knoll Shore Aquarium is closed for the next 2 years with expansion construction.

Carteret Community College has hired Skip Kemp as our new full time Aquaculture Curriculum Coordinator. <http://gofish.carteret.cc.nc.us/>

- Aquaculture Practicum (hands-on) courses offered summer 2004
- APNEP oyster gardening workshops: May 6, 11, 13 (Emerald Isle, Oriental, Engelhard) all in NC
- CCC Continuing Education course: Oyster Gardening (two Saturdays in June)

Washington, DC Submitted by Sarah Schoedinger

The Delaware and District of Columbia chapters of the Mid-Atlantic Marine Education Association are co-hosting a mini-conference May 22-23, 2004 at the Delaware Aquatic Resource Center in Smyrna, DE. The conference will focus on aquatic education and coastal ecology of the Delaware and Chesapeake Bays, featuring Project WADE (Wetland Activities for Delaware Educators), ChesSIE (Chesapeake Science on the Internet for Education) and field trips to nearby beaches to observe the horseshoe crab spawning under the full moon. Registration costs will be \$20 for members and \$30 for non-members (which will include a 1-year membership to MAMEA). Points of contact regarding the mini-conference are Delaware representative Shaun Giudice at s_giudice@comcast.net or DC representative, Sarah Schoedinger at 202.332.0063 or sschoedinger@coreocean.org.

Additionally, the Chesapeake Bay Bowl took place in Washington, DC on February 21, 2004. Held on the campus of American University, the competition attracted schools from Maryland and the District. The sportsmanship award went to the team representing the Field School of Washington, DC. The winning team that will represent the Chesapeake Bay Bowl at the National Ocean Sciences Bowl final competition Charleston, SC hails from Montgomery Blair High School in Silver Spring, MD. In addition to an invitation to the nationals, the winning team also won a canoe field trip by the Chesapeake Bay Foundation and gift certificates to Barnes & Noble bookstores. Volunteers for the event were drawn from American University, Consortium for Oceanographic Research & Education (CORE), George Mason University, University

of Maryland-Eastern Shore, National Aquarium in Baltimore, NOAA, US Naval Academy, and the US Navy.

OCTOBER MEETING MINUTES

Lewie Lawrence commended new Secretary David Christopher for putting together the meeting minutes from the October board meeting. The meeting minute can be found on the web at <http://www.mamea.org/mins/board10-03.pdf>

SECRETARY'S REPORT

Secretary David Christopher presented the secretary's report, which focuses on the membership make up of MAMEA.

Renewal reminder e-mails were sent out to members in late December. Renewal notices were mailed in early January. On March 1, 2004 any members who have not renewed were removed from the active member list. The current active membership of MAMEA stands at 186 members. There are 94 new members of MAMEA. There were 217 members that were moved to the inactive list on March 1, 2004. The majority of the newly inactive members were new members last year. A list of newly inactive members will be given to each state representative at the mid year board meeting.

The breakdown of MAMEA members by state is as follows:

State	Number of Members
Delaware	4
Maryland	52
North Carolina	31
Pennsylvania	3
Tennessee	1
Texas	1
Virginia	92
Washington DC	2
Total	186

It is important to note that membership renewals are coming in on a daily basis. An updated membership report reflecting any changes in the next week and a half will be given at the midyear board meeting.

David also noted that the majority of the people on the recently inactive list received their memberships through conferences, workshops, and awards.

TREASURES REPORT

Karen Fuss, Treasurer, presented the treasurer's report. The treasurer's report included an updated budget. The updated budget is as follows:

MAMEA Budget Report 01/01/04 Through 12/31/04

Category Description	1/1/2004 Actual	Budget
INCOME		
Auction	0.00	1,150.00
Interest on Accounts	0.00	100.00
Logo Items	0.00	95.00
MAMEA Conference	0.00	5,000.00
Memberships	320.00	1,500.00
Mini Conferences	0.00	1,000.00
TOTAL INCOME	320.00	8,845.00
EXPENSES		
Gift Memberships via President	0.00	340.00
Grants	0.00	500.00
Legal Consultation	925.00	1,000.00
MAMEA Conference Expenses	0.00	5,000.00
Masthead	196.00	1,000.00
Mini Conferences Expenses	0.00	300.00
NMEA Conference (Past President)	0.00	500.00
Office Supplies	68.25	50.00
Paul Standish Scholarship	0.00	100.00
Plaques-2 awards	0.00	70.00
Postage	297.50	800.00
President's Discretionary Fund	0.00	100.00
Spring Board Meeting	0.00	50.00
State Corporation	0.00	35.00
TOTAL EXPENSES	1,486.75	9,845.00
TOTAL INCOME-EXPENSES	-1,166.75	-1,000.00

Karen stated that she is adding line new line items to the budget in order to better annotate how many money is being earned and spent. These new line items will not affect the overall budget.

Beth Jewel asked about the \$1,000 income that had been allocated for mini-conferences. Lisa Lawrence stated that this money is supposed to be used as seed money, and needs to be returned. Lisa Lawrence and Kathy Siegfried also brought up that the mini conferences do not bring in very much money. A review of past meeting minutes revealed that the expense allotment for each state's mini conference is \$75 each for a total of \$300 dollars. Karen Fuss stated that she would amend the budget accordingly.

Lewie Lawrence stated that they were in the process of closing out the books for the 2003 MAMEA Conference. The final conference finances are as follows:

MAMEA October 2033 Annual Conference Financial Report- Consolidated

Category Description	Actual
INCOME	
MAMEA Conference	3,623.00
Auction	852.50
TOTAL INCOME	4,475.50
EXPENSES	
Conference Supplies	522.54
Meals and Partial Facility	996.22
Speaker Fees	128.19
Consultant Fee	700.00
Facility, Logo and miscellaneous exp	1,025.92
TOTAL EXPENSES	3,372.87
TOTAL INCOME-EXPENSES	1,102.63

PAST PRESIDENT'S REPORT

Beth Jewel, Past President, stated that she had been involved in several National Marine Educators Association (NMEA) chapter representative conference calls. She also stated that she had submitted a proposal to the Nation Science Teachers Association (NSTA) for a sharathon at the Richmond NSTA Convention. The sharathon would be hosted by MAMEA/NMEA. Beth has solicited support from over 20 organizations to help with the sharathon. Beth also stated that she needs help for decorations and other things for the NSTA sharathon. Beth also asked Lewie if there were any MAMEA cups that she could have to give away at the sharathon. Lewie states that there were some left and that he would get them to her.

In addition to NSTA, Beth requested that the board begin thinking of idea for the MAMEA chapter basket. The chapter basket will auctioned off at the 2004 NMEA national convention

PRESIDENT ELECT'S REPORT

Susan Haynes, President Elect, reported on the progress of the 2004 MAMEA Conference, which will be held in North Carolina.

Susan stated that she has been able to keep the conference costs to around \$5,000. She has been able to do this by removing the per head charges for food from the budget, since

these costs will be folded into conference registration. Lewie agreed with Susan's decision to do this.

Susan also highlighted other important conference related Information

- The Sunset Bar & Grille facility fee has been waived. There is a \$200 deposit required at signing of contract applied to food bill. This is forfeited if event cancelled.
- Lunch will be more costly than expected. It will cost \$9 a box plus tax and gratuity
- The Hampton Inn contract is coming soon. There are 50 rooms reserved at the hotel until September 30, 2004 that will be available at the conference rate. After this time, participants will have to pay the entire costs. MAMEA does not lose anything if the rooms are not booked. Rooms may be cancelled 72 hours in advance.
- Field trip Planning for the conference is currently underway.
- David Christopher has compiled a list of easy to conduct and monitor children's activities.
- Most likely there will be no pumpkin carving at the conference. The hotel does not think that this is a good idea. Instead, there may be a newspaper and duct tape animal competition.

Susan said that the Hampton Inn contract requires two signatures. Susan stated that she would like to have a second signature on all contracts, but she did not know who would be the best person for the second signature. *The board discussed this topic and decided the treasurer would be the best person to be a second signature on contracts.

Conference Advertising

The initial ad for the website is underway. Work is beginning on the call for papers. Lisa Lawrence stated the call for papers and registration will be placed online. The call for papers should go up on the website in July with the deadline being September. Beth Jewell stated that something about the conference should be sent out before the end of the year to let classroom teachers know about the conference. Beth Jewell also stated that last year's conference information needs to be removed from the website, and at least basic information on the 2004 conference needs to be put up on the website.

Conference information will be posted in each issue of the Masthead as well as the State 4-H newsletter. Barry will post the conference on the Virginia Naturally Website. Barry will ask for State representatives to promote the conference.

Sarah Schoedinger stated that MAMEA should use NSTA Building A Presence to get conference information out. Beth Jewell suggested that people should periodically send out emails or listeservs to encourage people to register. She also suggested that MAMEA advertise in local areas to bring in more classroom teachers. She stated that MAMEA may wish to consider asking the North Carolina Aquariums to put up posters about the conference. Karen Fuss suggested advertising at NMEA in July and at NSTA in Atlanta. Kathy Siegfried requested that conference scholarship deadlines be in sync with the

conference and hotel registration. She said this is important so people will know by the September 30 deadline if they have a scholarship for the conference.

Conference Budget

Susan has requested donations from all Sea Grant directors in MAMEA region to support operating costs for the conference on an annual basis. She is also exploring the National Estuarine Research Reserve as an option for supplemental funding. Amy Sauls told Susan that she cannot give money, but she can give supplies. Amy offered to help with nametags.

The current conference budget is as follows:

MAMEA 2004 Alternative Conference Budgets - consolidated

Participants (total 65)

Total income	6560
Total cost	5505
Profit	1055

Participants (total 100)

Total income	10050
Total cost	7328
Profit	2722

Lewie Lawrence
doing an excellent job with conference planning.

complimented Susan for

NMEA WINDFALL COMMITTEE

Dialogue was primarily among three people, Karen Fuss Susan Haynes and Beth Jewell. Enthusiasm and discussion stopped with the hint that it may not matter due to legal considerations. Beth Jewell stated that at the moment MAMEA does not know how much money they will be receiving due to legal concerns. The amount of money received will dictate what is done with that money.

The windfall committee recommends all the money should be put into a money market account. Realizing the interest would not be enough to fully fund the following; the windfall committee proposed that a percentage of the interest should be discussed to apply towards funding each of the following items:

- Travel expenses for board members to attend board functions
- Travel and registration expenses for members to promote MAMEA (such as setting up info. booth) at teacher conferences like regional NSTA- suggested we limit this to 3 conferences per year determined by the board, and pay registration only

- MAMEA scholarships to attend MAMEA and NMEA. This is going to take some thought and application development and monitoring. Beth mentioned that she was not sure if MAMEA should create more scholarships when the current scholarships are not being used. MAMEA scholarships should be for people who are doing something for MAMEA.
- Additional funds for MAMEA annual conference.

Lisa Lawrence asked why money should be put into a money market and not a different type of account. Karen Fuss answered Lisa's question by stating that CD is less money than a money market. Beth stated that it not really matter what type of account it was as long as it was an investigate account. Lisa also asked if Beth had investigated any specific money market accounts. Beth stated the committee was waiting to see how much money MAMEA was receiving before investigating specific accounts.

Lewie stated that revising the conference budget amounts should be brought up again in the future and should be based on available funds. Lewie also stated that there should be more information on the windfall at the October board meeting.

AWARDS COMMITTEE

There was no report from the Awards Committee.

Amy Sauls raised a concern about the award process. She was concerned by the lack of awards being handed out. Beth Jewell stated that she would like to see the awards committee to be more active. Lewie Lawrence responded to there concerns by saying he will send John Chubb, Award Committee Chair a letter to see if he is still interested in the committee and if he would like assistance in running the committee.

PRESIDENT'S REPORT

IRS Issue

Lewie Lawrence approached the law firm Geddy Harris Franck & Hickman to investigate MAMEA's tax status. The law firm researching the current tax status of the MAMEA conducted extensive research.

Lewie summarized some of the findings of the law firm. The law firm states that MAMEA is in fact 501(c)3, and as a 501(c)3, MAMEA is required to pay taxes. The law firm also states that there are certain criteria that MAMEA should be following in relation to its financing that MAMEA has not been doing, such as filing the 990-F form. According to the IRS, MAMEA must give out 5% of its income. Kathy Siegfried (Was that me?) asked if MAMEA can retain the current tax designation if the organization has opportunities in place to give away 5% of its income, but no one takes advantage of these opportunities. Lewie said he was unsure but would ask the law firm. Susan Haynes stated that MAMEA needs to keep track of how much money we are giving away, to make sure we the proper amount is given away.

MAMEA is also registered as a private foundation with a 30% deductible. The law firm recommends that MAMEA change to a public charity with a 50% deductible.

Lewie stated that it is important to try to avoid penalties, and that hopefully if MAMEA brings this to the attention of the IRS they may be more lenient. Lewie also stated officers may have responsibilities in paying fines. Karen Fuss raised a concern that one problem is that MAMEA may not have good records from previous years.

Lewie said that MAMEA needs to find out how much we are supported by members. This is important if we want to become form a public charity.

Lewie state that MAMEA has spent over \$900 on lawyer fees an that he recommends that the board continue dialogue with the law firm to attempt remedy the tax problems. In addition, Lewie stated the law firm has been set up as the registered agent because this is how MAMEA got in tax trouble. The paper work was going to the wrong person.

Sarah Schoedinger motioned that MAMEA continue its dialogue with the law firm. Kathy Siegfried seconded this motion. The motion was unanimously passed.

Strategic Plan

Lewie Lawrence reviewed the strategic plan document created at the MAMEA Conference in October. Lewie asked for the board to make comments and to look for opportunities for MAMEA as an out growth of the strategic plan session.

Susan Haynes raised questions about the membership information. She asked where this information came from and it if it accurately reflected MAMEA's Membership. Kathy Siegfried who helped lead the membership group said that the information came from the facilitator and from member lists. Lewie stated that this data was generalization, and we can survey our membership at a later time if we feel we need better data.

Lewie said that in reviewing the document he noticed that of the six areas identified as areas of possible growth, it appeared that most is most important for the membership. The other areas were very close.

Lewie stated that the boards needed to decide which of the six areas were practical and reasonable for MAMEA to do. Lewie asked the board to vote on which ideas each person felt were the two most important. The votes are s follows:

Lisa Lawrence - mentoring and membership

Karen Fuss – mentoring and membership

Susan Haynes – membership, communication, and mentoring. She felt that membership and communication are strongly related. She also felt it may be valuable to move into freshwater education.

Sarah Schoedinger – membership, and communications. She feels these two are related.

Beth Jewell – membership and mentoring. Beth also feels we need to work on defining what is MAMEA function in formal and non-formal.

Amy Sauls - membership, mentoring, and communication. She feels MAMEA should support the board and others in what in the work that they do.

Kathy Siegfried - membership and mentoring. Kathy feels MAMEA should offer additional field trip and education opportunities beyond the conference and the mini-conferences.

David Christopher – membership and communication.

Lewie Lawrence stated that he would like to have someone take the information from the strategic plan brainstorming session and put into a more useable readable format. Sarah Schoedinger said she would help. Lisa Lawrence nominated herself and Vicki Clark to help out. Lewie will Construct a yearly work plan, and send it to the board for comment

Amy Sauls said she would like a schedule so that the work plan could be together for the October Conference. The Strategic plan deadline was set for June 15, 2004. The workplan deadline was set at August 1, 2004. Lewie stated that the work plan committee should consist of the entire board. The plan will be distributed most likely on the internet.

NEW BUSINESS

ChesSIE Collection

Lisa Lawrence proposed a motion for Lee Larkin who could not make the meeting. Lee states that the ChesSIE systems obligation to the Chesapeake Bay Program ends in August. Lee would like MAMEA to take over the management of ChesSIE. Lisa stated that ChesSIE could become the Bridge regional effort. There is money available to help support the Bridge regional efforts.

Suzanna has offered to stay on as chair of the ChesSIE website committee and maintain the collection. The committee would also include Lisa and Lee. Beth Jewell states that she would also like to be involved with the committee. Lisa also said that she would like to expand the ChesSIE system to include North Carolina. Lewie Lawrence made a motion to take over the ChesSIE collection. Amy Sauls seconded the motion. A vote was taken the motion unanimously passed

Call for two motions

Beth Jewell proposed two motions. The first motion was to change the terms for secretary and treasurer from one to two year terms, alternating between the two. If passed MAMEA would elect both this year but Treasurer would be a two-year term, Secretary a one-year term and then in 2005 the Secretary would start on the 2-year cycle. Lewie stated that this must be voted on by the membership. A discussion ensued as the best way to have them vote. Options included internet ballots, mail ballots, or vote at the conference. Lewie Lawrence made the motion to have the membership vote on issue at the October conference. Lisa Lawrence seconded the motion. The motion was voted on and unanimously passed.

Beth's second motion was to increase the allowed expenses for the Past President to attend the NMEA summer conference and national NSTA conference from \$500 to

\$1000 per year. Beth stated that the current budget allotment was not enough to get to both NMEA and NSTA. Together these two conferences cost \$1200 this year. Karen Fuss stated the best way to ensure money is available for both conferences was to make up to \$500 available for NSTA and what ever is left may be used for NMEA. Lewie Lawrence stated that money for the conferences should be spent by the past president and then reimbursed. Sarah Schlodendinger seconded this motion. The motion was voted on and unamamously passed.

Masthead

Beth Jewell asked if MAMEA should change the Masthead. She felt that there was a lot of filler in current issues. Other board members expressed this feeling as well. Beth suggested making it smaller. Barry Fox (not present) had asked to make it bigger rather than smaller. Susan Haynes said the questions are really cost and content. Beth suggested we could get advertisement or sponsorship for the issues. Lisa Lawrence suggested writing up information from the mini-conference. She suggested each state could have a different issue. Amy Sauls suggested that there is highlighted issue fore each region in MAMEA. Susan proposed a creation of editorial committee so that responsibility for content does not rest on one person. Lisa Lawrence also suggested the inclusion of book and material reviews.

Susan suggested setting Masthead criteria. The masthead should contain the Captains quarters column, one column Scuttlebutt, a page on the annual conference update, one column of resources, resource reviews, a feature article related to MAMEA, and finally what is going on around the association. .

NOSB Membership Question

Susan Haynes asked if NOSB Coaches could receive free memberships. Lewie Lawrence stated that free memberships are up to the president's discession up to 10% of the membership at the end of the last calendar year. Only those who have never been members can receive free membership.

MAMEA Online Calendar

Lisa Lawrence showed the board the new online calendar. She asked if this would be helpful. General consensus of the board is that it would be helpful.

Other items

Beth Jewell stated that MAMEA needed to do a better job of getting job of finding candidates to fill officer positions. Lewie Lawrence suggested setting up a session at MAMEA about how to get involved in the organization. Susan Haynes agreed that this needs to be a whole session.

Next Meeting

The next board meeting will be at the annual MAMEA conference in October. There will be a chapter meeting at NMEA this summer.