

MAMEA Board Meeting
September 29th, 2006

Call to order

Amy Sauls called the meeting to order at 3:25pm. Amy Sauls (President), Adam Frederick (President Elect), Kathy Siegfried (Secretary), Bill Simpkins (DC Representative), Ruth Schneider (NC Representative), and Mellie Lewis (MD Representative) were in attendance. Members David Christopher, Lisa Lawrence (web keeper), Terri Hathaway (Archivist), and Vicki Clark (Standing Rules) were also in attendance.

Member comment

NorthBay site is a wonderful site for the conference. Thanks were expressed to Adam.

Old Business

none

President's report

Thanks to Adam for hosting this year's annual conference, and to Jackie for helping him with the organization.

Secretary Report

MAMEA Secretary Report September 2006

Submitted by Kathy Siegfried 9/26/06

Reflects conference registration as of 9/25/06

Non-renewals from 2005: 90

Active Members: 249 as of 9/27/06

New: 144

Renewals: 97

Lifetime: 8

State-by-State Breakdown:

11 Delaware

92 Maryland

6 DC

56 Virginia

73 North Carolina

3 Pennsylvania

3 South Carolina

1 Georgia

1 Tennessee

1 Arkansas

1 Connecticut

1 Other (incomplete entry)

Membership Dues Breakdown:

87 Conference

70 Mini-Conferences

77 Check
14 Other (Lifetime, gift, etc.)

From the Secretary:

- I started making membership cards for folks to give them something in hand once they pay for their membership. All funds associated with this endeavor are covered by the Aquarium.
- I would like to modify the welcome letter Lewie drafted a few years ago to send out with the membership cards.
- We currently have 13 new members from the 2006 conference.

Treasurer's report

Please see attached budget and report.

Adam spoke for Jackie since she was not able to attend.

Jackie's budget reflects what we have done so far with the year and information on the conference moneys. Amy notes that no gift memberships were granted this year, and she will not need the full \$100 for the presidential discretionary report.

The conference budget is based on 100 registrants so the expenses are greater than revenues. We have had donations of goods and moneys, including free salt.

Adam made the motion to accept the budget with amendments coming with the interest. Bill seconded the motion. Motion passed unanimously. The revised budget was presented to the membership during the business meeting.

PROPOSED 2007 MAMEA BUDGET

INCOME

Interest on Accounts	\$1,300.00
MAMEA Conference	\$5,000.00
Auction	\$1,000.00
Memberships	\$1,500.00
Mini Conferences	\$300.00

TOTAL INCOME

\$9,100.00

EXPENSES

Accounting Service	\$500.00
Awards	
NMEA membership	\$70.00
Plaques	\$70.00
Gift Memberships via President	\$100.00
Grants	\$1,000.00
Legal Consultations	\$500.00
MAMEA Conference Expenses	\$5,000.00
Masthead	\$1,000.00
Mini Conferences	\$300.00
Past President Expenses	
NMEA Mid-year mtg	\$500.00
NMEA Annual Conference	\$500.00
Office Supplies	\$100.00
Paul Standish Scholarship	\$200.00
Postage	\$500.00

Presidents Discretionary Fund	\$100.00
Renewal Notices	\$100.00
Spring Board Meeting	\$50.00
State Corporation Commission	\$25.00
Web Domain Registration	\$0.00

TOTAL EXPENSES **\$10,615.00**

Past President's Report (no report)

Conference report/President Elect

No specifics to report regarding the conference.

State Reports

DC – Bill Simpkins

Two events that I was scheduled to attend and have MAMEA materials at this summer were also canceled, so a couple recruiting opportunities did not materialize. Hopefully 2007 will be a more productive year in the DC area.

MD – Mellie Lewis

- several Maryland MAMEA Members attended the NMEA Conference in New York and had a great learning experience.
- several Maryland MAMEA Members will be attending and presenting at NSTA in Baltimore.

NC – Ruth Schneider

- Planning MC mini-c at PKS in March
- School Information
- Terri's Elementary Assessment
- Photo Journaling and Marcia Ostendorff, Ravenscroft School
- Aquariums are busy
- TOTUS event
- PKS classrooms
- RI ROV class 11/18
- FF- Peggy presenting at AZA with joint project focusing on Aquatic Invasives. Deaf Awareness day, Project POWER, Student Summit
- NC Maritime Museum had water day in September
- Project WET events for after school programs

VA – Jane Brown

Jane will miss us this weekend, but she is doing fine, busy. Mini-conference did not work out this year.

DE – Shaun Guidice

Committee Reports:

There should be an announcement at the business meeting about the committees and how to get involved. Amy made this announcement during the business meeting.

Masthead report – chaired by Kathy Siegfried and Barry Fox (Masthead Editor)

Amy asked what the deadlines are for the newsletters. Late newsletters may be the result of workloads. Amy requested that Kathy do 2 issues and Barry do 2 issues. For the December issue Kathy will make it an end of the year report. Adam said he will help with the report issue. It was also suggested that the past president help to solicit submissions. March issue can have summer teacher opportunities and NOSB report. Issues need to be put on the website. Need to get templates from Barry.

The role of this committee is to:

- Act as primary reviewer for Masthead Editor. The MAMEA President will be secondary reviewer.
- Encourage members interested in joining this committee and provide them with a meaningful role.

Action Plan – Adam Frederick

Adam is looking for folks to take this over since he is president this year.

RE: Membership – Adam would like to challenge each state to find an organization or business in each state or region to fund scholarships to 5-10 teachers per year. We need to increase the number of teachers who come to the conferences. Share your ideas with Adam will contact them. We need a one-pager about the organization to be able to send out to solicit donations. Adam will find and modify the NMEA one-pager. Vicki expressed the need to make sure that all expenses are covered for a teacher including registration, housing, and transportation. Vicki posed the question if this was something that would be handled by the Scholarship committee.

The **Action Plan Committee** (ad hoc): Chaired by Adam Fredrick

The role of this committee is to:

- Review the MAMEA Action Plan
- Discuss points of focus with current President
- Present progress update for all action plan items at spring and fall board meetings
- Encourage members interested in joining this committee and provide them with a meaningful role

Mentoring –

Jane will miss us this weekend, but she is doing fine, busy.

The **Mentoring Committee** (permanent): Co-chaired by Jane Brown and Fred Chanania

The role of this committee is to:

- Together with the President, establish a mentoring program to assist first year members with becoming active, engaged and empowered members
- Design a MAMEA mentoring program and present to Board for approval
- Implement pilot by October 2005 annual conference
- Encourage members interested in joining this committee and provide them with a meaningful role

Grants –

There has been a proposal to increase grants to 1,000. There was 1 application this year. Vicki had previously volunteered to be on this committee. Need to work on marketing the grant program. It was suggested that we put an example proposal on the website. Vicki said she will make up an example. Terri suggested that we try aggressive marketing this year and see what the response is before increasing the amount of the grant. After the year, we should re-evaluate the program. Terri will make a one-page announcement for the grant program with some success stories, etc. This tactic was agreed upon. Amy would like for us to take on the same rules and regs as NMEA.

Awards –

Everything is taken care of for this years awards, and there are award recipients for both categories, as well as a presidents award (take care of by president). Need to make sure that the awardees NMEA membership is paid.

Nominations –

Mellie took the nominations and made up the ballots.

President Elect – David Christopher

Treasurer – Jackie Takacs

DC Rep – Bill Simpkins

VA Rep – Barry Fox and Carol Hopper-Brill

DE Rep – Tami Lunsford

We need to make sure that we post the ballot on the website or send it to the membership at least 30 days before the election. In the past we have also asked for briefs from the nominees for voters to read. During the business meeting there were no nominations from the floor. Election results: President Elect – David Christopher

Treasurer – Jackie Takacs

DC Rep – Bill Simpkins

VA Rep –Carol Hopper-Brill

DE Rep – Tami Lunsford

Standing Rules –

Vicki is willing to remain on this committee, but would welcome new members. A brief survey of some folks agreed that this committee should consist of someone that has been involved with MAMEA for some time. Ruth has volunteered to help with this committee.

Archives –

Terri is willing to continue to be the chair of this committee, but welcomes any new members. Since this is really a one-person job, Terri would like to be known as the Archivist.

Webpage – Lisa Lawrence

MAMEA Website Report

www.mamea.org

September 28, 2006

In recent years, mini-grant support from the Bridge project has funded the MAMEA website development and maintenance. Due to budget cuts, the Bridge is no longer offering the chapter website mini-grants. The Virginia Sea Grant Marine Advisory Program at VIMS will continue to host and conduct some routine maintenance of the website as a free service to the organization. The maintenance includes a quarterly link check and update, posting conference news, sponsoring the MAMEA listserve and monitoring usage statistics. Any

additional website work would require funding from the organization. We need to keep in mind that we may want to look to financial support for the website. Lisa suggested that we consider revamping the website in the next few years.

Kathy posed the question about signing up members for the listserv. The Board felt that signing up members automatically would not be a good idea, but we can revise the form to give new members the chance to opt out of being signed up. Since the listserv is a main source of communication with the members, we

MAMEA Website Statistics Summary (see attached)

Finance Committee – Lewie Lawrence

Discuss whether we need to continue this committee or not. YES! The committee does need to be revised. Lewie is essential to making sure we are “tax straight” and all of our legal matters are taken into account. Lewie seems amicable to staying on in this role, but we need to appoint a new committee chair.

The **Finance Committee** (permanent): Chaired by Lewie Lawrence/ Primary member: Treasurer

The role of this committee is to:

- Provide guidance to the president re: all aspects of MAMEA finances
- Together with the MAMEA Treasurer, handle the management of MAMEAs finances, with oversight by the President
- Maintain all necessary paperwork and communications with the IRS
- Manage any residual legal concerns in relation to cleaning up MAMEAs tax history
- Encourage members interested in joining this committee and provide them with a meaningful role

Meeting was adjourned at 4:55pm.