

Quarterly Council Meeting of the Florida Academy of Sciences  
Barry University – 26 January 2013  
David Karlen, FAS President, presiding

1. **Present:** Carmen Carpenter, Stephen Dunham, Gilbert Ellis, David Karlen, Jeremy Montague (minutes), Sanjay Sesodia, Bibi Singh, Richard Turner, and Pat Zalo (Guests present: FAS Executive Director Ed Haddad, FAS Office Manager Jenny Bouchard, and Sonia Lavina)
2. **Present by Phone Conference Call:** Tom Arnold, Steve Arthurs, John Baker, Chris Brown, Kym Campbell, Mark Chiappone, Dan Odell, Julian Bourne Smothers, and Kelli Zargiel
3. **Call to Order, Welcome & Introductions** – David Karlen
4. **Apologies for Absence** – lists from Jenny Bouchard and Jeremy Montague: Don Lovejoy, Norine Noonan, Jack Stout, and John Trefry. (Note: Jim Barnes called from the road just before the meeting, notifying he had been unexpectedly called back to Wellington on a matter of City business.)
5. **Approval of 22 September 2012 Council Minutes** – Jeremy Montague (Secretary)
  - a. The 9-22-2012 Quarterly Council Meeting Minutes were reviewed by Council; Pat Zalo (FJAS) noted that her FJAS 2012 Fourth Quarterly Report to Council (submitted 9-22-2012, but inadvertently left out of the Council Quarterly Reports) should have been reviewed. Jeremy Montague opened the report; it is appended to these minutes (see last page). As so amended, the 9-22-2012 Quarterly Minutes were approved by Council.
6. **Status of Council Composition for 2012-2013** – David Karlen
  - a. No change to status was noted.
7. **Reports of Officers & Chairs of Standing Committees**
  - a. President & Executive Committee – David Karlen
    - i. No action items.
    - ii. David Karlen noted that FAS Council raised \$1,600 in Fall 2012 as a donation to the Orlando Science Center, contributed to the “*OCS Neanderthal Ball*” in November 2012. Ed Haddad noted also that OCS was gratified with this “no strings attached” contribution.
    - iii. David discussed the “*Great Minds in STEM*” meeting in Orlando (11-13 October, see Executive Director’s report, attended by David, Ed Haddad, and Sonia Lavina; see also item 7.b.ii, below). David and Ed judged posters for the event, and David and Sonia served at the FAS display table on Saturday.
    - iv. President & Executive Committee Report was approved by Council.
  - b. Executive Director – Edward Haddad
    - i. No action items.
    - ii. Ed described the FAS attendance at the “*Great Minds in STEM Meeting*,” hosted by the Hispanic Engineer Achievement Awards Corporation (HENAAC) at Disney World in Orlando (11-13 October 2012). This is the second year we have been invited, and FAS is the only state academy of sciences that will attend. FAS was provided with a 10×10 booth for a FAS display. He also noted that the “*2013 Great Minds in STEM Meeting*” will be held in New Orleans. He also noted that he attended two “*Science Café*” events in Orlando during 2012.

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- iii. Ed noted that FAS membership is up slightly at the beginning of 2013, and raised the issue of encouraging Council members to secure sponsorships. He reported that companies such as Lockheed/Martin Marietta want to support STEM initiatives aimed as student research opportunities and avenues for student publications. Sanjay Sesodia asked Ed to approach his contacts in “*Great Minds in STEM*” for sponsorships, as the cultivation of these contacts has been a primary focus of the Executive Director’s activities in 2011-2012.
  - iv. At this time, Richard Turner introduced a motion, calling for the FAS Office to contact journal subscription agencies (*e.g.*, EBSCO, *etc.*) to ensure that Florida Scientist is on each appropriate list for 2013, and that the FAS Office should contact individual librarians at libraries that have dropped their subscriptions, with two questions in mind: (1) why was the subscription dropped, and (2) would the library(ies) review and/or reconsider this decision. Council approved this motion.
  - v. Richard Turner also asked the FAS Office to contact other potential subscribers (*e.g.*, SFWMD, Florida Fish and Wildlife Conservation Commission, DERM, *etc.*) to see if they would pick up the \$60/year subscription rate for *Florida Scientist*.
  - vi. Report approved by Council.
- c. Treasurer – Stephen Dunham
- i. No action items.
  - ii. Stephen noted that although FAS finished technically in the red for 2012, FAS income wasn’t always clearly apportioned between years 2011 and 2012; Richard Turner pointed out that journal income each for the fourth issue generally straddles the 1 January date.
  - iii. Stephen recommended that Council adopt an accounting time frame that will begin the fiscal year 60 days after the Annual Meeting (*i.e.*, begin the new fiscal year on 1 July, rather than on 1 January). Council noted that the IRS offers non-profits such as FAS some flexibility in the accounting reports with regard to the start of the fiscal year. Stephen noted that he will look into the current reporting practices and come up with a plan to present at the Third Quarterly Meeting in June 2013 (at OCS in Orlando).
  - iv. Some discussion ensued concerning the costs of the 76<sup>th</sup> Annual FAS Meeting at USF-Tampa (March 2012), particularly with the banquet/reception. Sanjay Sesodia noted that preparations for FAS 2013 at Barry University will look closely at these items.
  - v. Ed Haddad discussed his receipts for travel mileage, hotel rooms, *etc.*, as adding costs to his executive compensation for this particular time period in the Treasurer’s Report.
  - vi. Report approved by Council.
- d. Florida Endowment for the Sciences Committee – Richard Turner for Don Lovejoy
- i. No action items.
  - ii. Richard Turner noted that Elizabeth A. Hays Travel Award Fund has grown appreciably, and has proven to be a valuable asset for the Academy.
  - iii. Report approved by Council.

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e. Finance Committee –Richard Turner

i. Richard Turner introduced four motions concerning withdrawal from FAS Endowment (see also Charter & By-laws Report, page 4 in these minutes):

1. Declare the amount \$207,794 as the current principal for the FAS Endowment;
2. Declare the amount \$10,000 as the principal for the Elizabeth A. Hays Travel Fund;
3. Withdraw the amount \$14,703 from the Endowment to serve FAS operating expenses in 2013, the amount to be finalized at the Third Quarterly Council Meeting in June 2013 (at OCS in Orlando);
4. Withdraw the amount \$600 from the Elizabeth A. Hays Travel Award for FAS 2013 travel awards, the amount to be finalized at the Third Quarterly Council Meeting in June 2013 (at OCS in Orlando).

ii. Council approved all four motions.

iii. Sanjay Sesodia, Richard Turner, and Stephen Dunham discussed the matter of Florida law on endowment withdrawals; by practice, market value increase cannot be rolled back into principal. Council agreed that our recent withdrawals have been prudent and in compliance with best practices.

iv. Following discussion of the use of budgets, Treasurer Dunham agreed to take over the role of budget manager from Finance Chair Turner.

iii. Report approved by Council.

f. Development Committee – Kym Campbell

i. No report.

g. Florida Junior Academy of Science – Pat Zalo

i. No report.

ii. Pat asked Council for volunteers to assist in judging physical sciences/engineering, while noting that Council has been responsive and helpful with requests for judging.

h. Editor, *Florida Scientist* – Richard Turner (serving as Interim Editor)

i. Tom Manning's report to Council was discussed, but it was rejected.

ii. Richard Turner is handling all manuscripts now, serving as Interim Editor (see Journal Business Manager's report, next page).

iii. Richard gave a report as Interim Managing Editor, explaining editorial responsibilities shared in production of four issues in 2013 among Manning (Issue 1), Guest Editor Judy Ott (Issue 2), himself (Issue 3), and the incoming editor (Issue 4). He reported that 10 manuscripts are in various stages of consideration.

iv. Interim Editor report approved by Council.

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- i. Journal Business Manager – Richard Turner
  - i. Tom Manning resigned as Editor in October 2012; Richard Turner coordinated a search committee, and two candidates applied. Council reviewed the candidates' CV's, and recommended an offer of the 5-year position to Dr. James Austin (University of Florida). Council also commended the record of the second candidate, finding her credentials to be suitable for the position, and she was qualified for consideration. Council approved the appointment of Austin as Editor.
  - ii. Biodiversity Heritage Library and the Academy have a draft agreement in hand to scan issues of our journal back to 1936. Council approved this arrangement; Richard noted that Stuart Chaulk's kindly offer for scanning services is appreciated.
  - iii. Richard noted that the financial status for the journal is good, with only one-two invoices currently unaccounted for.
  - iv. Report approved by Council.
- j. Charter & Bylaws Committee – John Trefry
  - i. Richard Turner outlined John's recommended change to By-law 9.4, to be voted upon at the March 2013 Annual Business Meeting; Richard requested that the FAS Office send out notice (by email or by USPS mail) to membership) of the intent to vote on this proposed change at least 30 days before 8 March 2013.
  - ii. Article 9.4 on withdrawing funds from the FAS Endowment: Currently, we may withdraw only on affirmative vote over a two-meeting time frame (voted on before and after the Annual Business Meeting). Richard noted that this has been in place since the inception of the FAS Endowment in 1986 under Dan Ward.
  - iii. John Trefry's proposed change is to remove the second meeting stricture, and allow a simple majority approval by Council at a single quarterly meeting. Richard Turner supported this change, since ours is now a mature endowment, and it should be put to work for the betterment of the Academy, without the restrictive two-meeting time frame. The motion read: Funds may be removed from the Endowment only upon affirmative majority vote of the Council during its first quarterly meeting of the calendar year and in accordance with the spending policy. Such funds shall be provided to the Treasurer to be expended as directed by the Council.
  - iv. Council discussed the recommended change, and made a motion to amend the motion to bring the date of the vote in line with possible future changes in the Academy's operating or fiscal year. Although much discussion ensued, it was finally agreed that the Bylaws could be changed in the future if the Academy does change its calendar for operational or financial purposes. The amendment to the motion failed, and the amendment will go before the membership in March as originally composed.
  - v. Council discussed the purpose of the Endowment, as to whether it exists to supply FAS with emergency operating costs, or instead, to serve at the pleasure of Council in non-emergency endeavors. Council agreed that the question is not *if* the Endowment funds should be spent, but rather, *how* they should be spent. Spending policy is an issue separate

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from withdrawal policy. As John Trefry has noted before, FAS has faced an approximate \$10,000 operational deficit for many years.

- vi. Ed Haddad noted that the FAS Office space allotted by OCS is relatively cramped, and that FAS may have to pursue new office space should OCS decide to change its policy on providing space to FAS. However, Council noted that the work of the Academy with regard to communications, information, and record-keeping is not necessarily restricted to (or inhibited by) assignment to any particular room or building.
- vii. Report was accepted by Council.
- k. Honors Committee – Richard Turner
  - i. Richard noted that the Honors Committee received 14 nominations for 2013 Medalist. The committee chose the Medalist, who will be in attendance, and whose name will be announced, at the FAS 2013 Meeting Banquet, 8 March, at Barry University.
  - ii. Richard was pleased by the response he received to the emails sent to senior officers at the colleges and universities in the State of Florida, in which FAS asked for medalist nominations.
  - iii. Report approved by Council.
- l. Nominating Committee – Jeremy Montague
  - i. No action items.
  - ii. Jeremy noted that his committee is tasked with bringing nominations to the 8 March 2013 Annual Business Meeting for three positions: (1) President-Elect; (2) Treasurer; and (3) Elected Councilor-at-Large. He will be in active communication soon with the committee on these nominations.
  - iii. Report approved by Council.
- m. FAS Delegate to NAS/AAAS – Norine Noonan
  - i. No report.
- n. History and Archives – John Baker
  - i. No report.
  - ii. John and Webmaster Dan Odell will continue to meet on setting up web links for History and Archives.
- o. Membership Committee – Sanjay Sesodia
  - i. No action items.
  - ii. Sanjay discussed the committee's attempts to reach members who had not renewed their memberships. He asked what had happened to the letter draft he wrote with committee approval after the Fourth Quarterly Meeting (9.22-2012), and sent to the FAS Office; Ed Haddad said he would look into the matter.
  - iii. Council agreed that renewal of ex-members is a priority, but we also should continue our focus on recruiting new members.

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- iv. Council heard from a new member who had joined FAS in March 2012, but has yet to receive any confirmation of membership, and has yet to receive any issue of the *Florida Scientist*. Council agreed that this oversight should be corrected as soon as possible, and steps should be put in place to make sure such oversights do not continue.
- v. Jeremy Montague noted that new FAS memberships are generally fewer in number than abstract submissions for the annual meeting, yet he makes an effort to respond in writing individually to each submitting author within 24 hours of submission. He also maintains a gmail database for all FAS abstract authors (submitting and coauthors); his database now goes back to 2010. Though not a perfect system, this approach might be incorporated in the FAS Office policies and procedures for communications with new members.
- vi. As for Committee membership, Richard Turner noted that it is chaired by the President-Elect, and it includes the Section Chairs, who ought to maintain a listing of institutional contacts. Jeremy Montague noted that the search for new recruits to FAS membership is an expectation for current Section Chairs, and he will be happy to assist any of the current chairs with their communications.
- vii. Report approved by Council.

Website – Dan Odell

- i. Dan reported that he all existing web links have been checked and updated.
- ii. Report approved by Council.

p. Awards Committee – Richard Turner

- i. No action items.
- ii. Richard noted he received six applications for travel awards, and there are sufficient funds in the Elizabeth A. Hays Travel Awards Fund to accept all six for funding.
- iii. Richard urges all section chairs to be sure to place their completed award forms into FAS hands (either to Richard personally, to Jeremy Montague personally, or to the FAS Registration Desk before leaving campus on Friday, 8 March 2013).
- iv. Ed Haddad thanked Richard for a job well done on FAS Awards over the years, and Council heartily concurred
- v. Report approved by Council.

r. Program Committee – Jeremy Montague

- i. No action items.
- ii. Jeremy noted the Program Book is currently near completion, and he hopes to deliver it to Proforma NextGeneration Printing by 10 February
- iii. Report approved by Council.

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- s. Local Arrangements Committee FAS 2013 – Sanjay Sesodia
  - i. Sanjay Sesodia and Gil Ellis discussed the Caterer’s Contract, and David Karlen signed it.
  - ii. Sanjay also noted that Barry University’s Provost (Dr. Linda Peterson) will introduce our Plenary Speaker, and the University President (Sister Linda Bevilacqua) will offer the banquet welcome and invocation.
  - iii. Report approved by Council.
- t. Section Chair Reports:
  - i. AGR: Steven Arthurs and Julian Bourne Smothers; both reported progress on scheduling their oral presentations.
  - ii. ANT: Gilbert Ellis (no report).
  - iii. AOS: Kelli Zargiel; Kelli is scheduling her orals in AOS.
  - iv. BIO: Mark Chiappone ix scheduling his orals.
  - v. CMS: Monika Kiss (no report)
  - vi. ENG: John Baker (no report)
  - vii. ENV: Eric Steimle (no report)
  - viii. GHS: Chris Brown (no report)
  - ix. MED: BiBi Singh is scheduling her orals.
  - x. PSS: Eric Perlman (no report)
  - xi. RES: Jack Stout (no report)
  - xii. TCH: Tom Arnold and Carmen Carpenter (no report)
  - xiii. SOC: Michael DeDonno (no report)
  - xiv. URB: Jim Barnes (no report; Jeremy Montague noted Jim’s earlier phone call, and discussed Jim’s progress on the URB Special Session)

**8. Old Business**

- a. Matters arising from minutes of 22 September 2012 Council Meeting – none.

**9. New Business**

- a. David Karlen discussed a recent proposal from a web designed to host the FAS website via the Word Press Management System. The proposal is for \$625 to upgrade and maintain all the current FAS web content. Lonnie (the current web host) will continue to be the host server; the \$625 is for a web re-design. Council was unanimous in agreeing to decline this expenditure at this time.
- b. Ed Haddad circulated his proposed sponsorship form that he would like to use in soliciting FAS sponsors. Council agreed that the form was in good order, but urged members to not confuse sponsorship issues with membership issues. Council agreed to table this discussion for the March meeting.

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- c. Richard Turner noted that we do not yet have a site selected for FAS 2014, though we have received some interest from University of Florida.

**10. Adjournment**

Respectfully submitted,  
Jeremy Montague, Secretary \_\_\_\_\_ 6 March 2013

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Appendix 1. FJAS 2012 Fourth Quarterly Report to Council (submitted 9-22-2012, but left out of the Council Quarterly Reports):

September 22, 2012

FJAS Report to the Board Members of Florida Academy of Sciences

Thanks goes to the willing FAS members who have offered to assist in the evaluation of the 12 papers for the AJAS award and nomination. I hope that the final selection can be decided today. It is so wonderful to work with people so willing to help FJAS. Six students applied for the full paid scholarship and six for nomination. Thanks also goes to Daniel Odell for his assistance in updating the website.

In August emails and letters were sent to all former members and sponsors with a reminder for the September 1 deadline for applications for AAAS/AJAS conference. On September 14th information was given to the science fair directors at the board meeting of the Florida Foundation for Future Scientists which runs the State Science & Engineering Fair of Florida.

We look forward to the competition at Barry University on March 9th. We will probably use the schedule as in the past and can send the papers to judges prior to the competition.

- Saturday - March 9, 2013 Judges Schedule
- 8:30 - 9:30 AM - registration and meet co-judges
- ???? AM - review guidelines for judging (Depends on help at registration)
- 10 AM to 12:30 PM - Concurrent sessions in rooms with computer/projector access
- 12:30 to 2 PM - Judges finalize selections with lunch

FJAS Presenter Schedule

- 9:00 AM registration - many students wanted to see the rooms and set up equipment
- 9:45 AM - Welcome in the auditorium with a representative from FAS and Barry
- 10 AM to 12:30 PM - Concurrent sessions in rooms with computer/projector access
- 2:30 to 3:30 - Business meeting and Awards ceremony in Auditorium

I will encourage everyone to load their presentations on the computers before 9:45 AM if the rooms are available.

Respectively,  
Patricia L Zalo, FJAS Director  
[pzalo@yahoo.com](mailto:pzalo@yahoo.com)