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Business Meeting Minutes

Southeastern Fishes Council

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Business Meeting Minutes

MINUTES

Business Meeting

30th Annual Meeting (2004) • Southeastern Fishes Council

The 2004 meeting of the Southeastern Fishes Council was called to order by chairperson Hank Bart at 5:05 p.m. on 28 May 2004. The meeting was held at the National Center for Employee Development (NCED) in Norman, Oklahoma in conjunction with the annual meeting of the American Society of Ichthyologists and Herpetologists (ASIH). Twenty-five people attended the meeting, including four members of the Executive Committee (Hank Bart-Chair-Elect, Kyle Piller-Treasurer, Frank Pezold-managing editor, and Brett Albanese-Secretary).

Chairperson Bart noted that SFC will meet with ASIH during 2005 (Tampa) and 2006 (New Orleans). This bodes very well for the SFC because of the potential for increased attendance.

Chairperson Bart announced that Business Meeting minutes will be posted and approved electronically from this day forward. Members will have one month from the date of posting to notify the secretary of any corrections. If no one comments on the minutes during that time period, then the minutes will be considered approved as written.

SECRETARY'S REPORT

Minutes from the 2003 SFC Meeting were distributed by Brett Albanese for review and were then approved by the membership.

Brett thanked all members who participated in the electronic adoption of the Key Cave Resolution. However, he noted that only 20 people participated (out of approximately 90 active members), which is the minimum number necessary to conduct society business. Thus, he encouraged all members to participate in the future and promised to give members as much time as possible to consider resolutions.

Brett also asked for electronic copies of past resolutions that are not currently posted on the website.

TREASURER'S REPORT

The treasurer's report was distributed for review and officially accepted by the membership.

Kyle Piller reported that the SFC's Paine Weber investment was recently closed due to inactivity, which prevented us from losing \$75.00 in fees. The remaining balance from the account was deposited into the SFC checking account. Kyle reported that we currently have 93 members that are paid through 2004. Finally, Kyle indicated that our total checking account balance exceeds \$10,000, which is far more than needed for SFC's regular operating expenses.

NOMINATING COMMITTEE

No report.

EDITORIAL COMMITTEE

Frank Pezold reported that the number of submissions to the Proceedings is still disappointingly low. Despite this, one manuscript is currently in review and another one has just been submitted. Frank expects that 2 issues of the Proceedings will be published this year.

In an effort to increase recognition of the Proceedings and to archive important information that is poorly represented in our nations' libraries, Mel Warren suggested that all issues of the Proceedings be posted on the website as searchable PDF documents. The membership agreed with this idea and

approved a motion to post all future and past issues electronically. It was agreed that the editorial committee would be tasked with this project. Carol Johnston noted that someone at Auburn might be able to scan the SFC issues for free.

TECHNICAL ADVISORY COMMITTEE

No report.

RESOLUTIONS COMMITTEE

Bernie Kuhadja thanked members who voted for the recent resolution opposing the construction of an industrial park near Key Cave, Alabama. The resolution was officially adopted by the membership in April. Copies were mailed out to organizations/agencies with a direct interest/responsibility for conservation of the cave's aquatic biota.

Mollie Cashner agreed to serve as the new chair of the Resolutions Committee. The role of the chair is to draft resolutions in the accepted form and grammar and present them to the membership for discussion and vote. The membership at large is responsible for selecting resolution topics and for supplying all of the factually accurate information needed to construct the resolution.

OLD BUSINESS

Hank requested that any important files or other official SFC correspondence be sent to him for archival.

Hank Bart expressed appreciation for all of the web-site assistance we have been receiving from the Florida Museum of Natural History. Cathy Bester and Sean Morey deserve special recognition for their efforts.

NEW BUSINESS

Hank suggested that we consider using some of our surplus funds to support student travel to meetings. Mel Warren made an official motion that the Executive Committee decide how much funding the council can provide annually for student travel and that proposals be presented to the membership for an official vote. The motion was approved.

As part of an effort to increase the conservation effectiveness of the SFC, Hank Bart discussed an initiative to train educators about rare aquatic species. Hank's concept is to send a group of SFC members to a Naturalist Center in Virginia. The SFC members would work with Virginia school teachers to develop curricula on rare aquatic species. The teachers would be responsible for disseminating the information to their students and other teachers. SFC would ultimately post these and other curricula (customized for different parts of the southeast) on the SFC website, so that teachers could access the information easily.

Hank has written a proposal to fund the initiative and plans to submit it to several funding agencies. If the proposal is funded, Hank has already received a commitment to host the workshop from the director of the Naturalist Center. Hank is also counting on several SFC members to participate in the workshop. Hank's idea spurred a whole lot of discussion among the membership and many members expressed their support for the initiative. Keep us posted Hank!

Respectfully submitted, Brett Albanese, Secretary

Southeastern Fishes Council Proceedings

INFORMATION FOR CONTRIBUTORS

The primary purpose of the *Proceedings* is to publish peer-reviewed research papers and critical reviews of activities; regional reports and notes; and other pertinent information pertaining to the biology and conservation of southeastern fishes. The *Proceedings* is also an outlet for range extensions, distributions, and status papers, covering ecology and conservation ichthyology. Life history studies, faunal surveys, management issues, behavior, genetics and taxonomy of southeastern fishes are appropriate topics for papers in the *Proceedings*. Review papers or information on imperiled waters or fishes are particularly appropriate.

Manuscripts should be submitted in duplicate. A good guide for manuscript preparation is the Sixth Edition of the *CBE Style Manual* available from the Council of Biology Editors, One Illinois Center, Suite 200, 111 East Wacker Drive, Chicago, IL 60601-4298.

The entire manuscript including the Abstract (required for longer articles), Introduction, Methods, Results, Discussion, Acknowledgments, Literature Cited, Appendices, Tables, and Figure Legends must be double-spaced. The title, author's name and author's address (including fax number and email address for corresponding author) should be centered on the first page. Indicate a suggested running head of less than ten words at the bottom of the first page. An Abstract (if necessary) will be placed at the beginning of the text. Acknowledgments will be cited in the text immediately before the Literature Cited. All references cited in the paper will follow the standard format of using the last name of the author(s) followed by the year of publication of the paper. In the Literature Cited, the references will be alphabetical by the author's last name and chronological under a single authorship. Literature cited should be standardized and abbreviated, using the *World List of Aquatic Sciences And Fisheries Serial Titles* or guidelines in *CBE Manual for Authors, Editors, and Publishers 6th ed.* for journals not included in the *World List*.

Tables should be typed on a separate page, consecutively numbered and should have a short descriptive heading. Figures (to include maps, graphs, charts, drawings and photographs) should be consecutively numbered and if grouped as one figure each part block lettered in the lower left corner. Computer-generated graphics should be high quality prints; for drawings, high quality prints or photocopies are preferred to the original line art. Legends for figures must be on a separate sheet and each figure must be identified on the back. The desired location of each table or figure should be indicated in the margin of the manuscript. When possible, tables and figures will be reduced to one column width (3.5 in), so lettering on figures should be of appropriate size. Color figures can be printed at the author's expense.

Manuscripts will be subject to editing and will be reviewed by at least two anonymous persons knowledgeable in the subject matter. The edited manuscript and page proofs will be furnished to the author. Upon returning the reviewed and corrected manuscript to the editor, a PC disk copy of the final form of the text, tables and computer-generated graphics are also requested. Specific formatting information for the disk will be sent to the author with the edited manuscript. Reprints can be ordered at the time of printing, and will be supplied to the author at the cost of printing.

Regional reports, news notes and other short communications will also be edited and included when possible in the next number.

Only manuscripts from members of The Southeastern Fishes Council will be considered for publication. There is no charge for publishing in the *Proceedings*. All manuscripts and short communications should be sent to the editor:

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