

# NEMPET, Inc.

NorthEastern Microbiologists: Physiology, Ecology and Taxonomy

## PRESIDENT/TREASURER

Craig D. Phelps, Ph.D.  
Rutgers University

## SECRETARY

Michael J. Hanophy, Ph.D.  
St. Joseph's College, NY

## BOARD OF TRUSTEES

### 2019

Christa Chatfield, Ph.D.  
SUNY Cortland

Michael J. Hanophy, Ph.D.  
St. Joseph's College, NY

### 2020

Elizabeth Hutchison, Ph.D.  
SUNY Geneseo

Jeffrey Werner, Ph.D.  
SUNY Cortland

### 2021

Michael P. Labare, Ph.D.  
U.S. Military Academy

Shantanu Bhatt, Ph.D.  
St. Joseph's University

### Ex Officio

Craig D. Phelps, Ph.D.  
Rutgers University

## Annual Meeting of NEMPET, Inc.

MinnowBrook Conference Center, Blue Mountain Lake, NY

June 23, 2018

- Craig Phelps called the meeting to order at 5:07 PM. The following people were in attendance: Catalina Arango (St. Joseph's University), Shantanu Bhatt (St. Joseph's University), Christa Chatfield (SUNY Cortland), Mark Gallo (Niagara University), George Hamaoui (Massachusetts College of Liberal Arts), Michael Hanophy (St. Joseph's College), Rene Hoover, Niagara University), Elizabeth Hutchison (SUNY Geneseo), Javier Izquierdo (Hofstra University), Michael Labare (U.S. Military Academy), and Craig Phelps (Rutgers University).

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### MOTION 2018 BOT 1: Christa Chatfield moved to accept the minutes of the 2017 meeting

2<sup>nd</sup> (Michael Labare)

Motion carried (unanimous)

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### OLD BUSINESS

- Prior to the meeting (June 14-15, 2019), the BOT voted on two motions to amend NEMPET's Bylaws:

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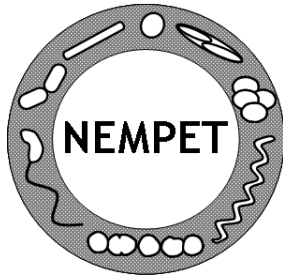
**MOTION 2018 BOT A:** It was moved to amend the Bylaws with regard to the terms of office of the trustees as follows:

**The initial Trustees of the Corporation shall be those persons specified in the Certificate of Incorporation of the Corporation. All further appointments to the Board shall be for a term of three (3) years with terms staggered such that one third of the board will be elected each year. Each Trustee shall hold office until such Trustee's successor has been elected, or until his or her death, resignation or removal.**

Motion carried (unanimous)

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- A schedule of staggered elections was determined:  
To stand for election in 2018 (term 2018-2021): Mike Labare/Craig Phelps  
To stand for election in 2019 (term 2019-2022): Christa Chatfield/Michael Hanophy  
To stand for election in 2020 (term 2020-2023): Betsy Hutchison/Jeff Werner



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**MOTION 2018 BOT B:** It was moved to amend the Bylaws concerning the role of the President as follows:

**The President shall be the Chief Executive Officer of the Corporation. The President shall preside at all meetings of the Board and prepare the Annual Report for the Corporation. ~~The President shall also, from time to time make such reports of the affairs and operations of the Corporation as the Board may direct and shall preside at all meetings of the Board.~~ The President shall have such other powers and shall perform such other duties as may from time to time be assigned to the President by the Board.**

**Motion carried (unanimous)**

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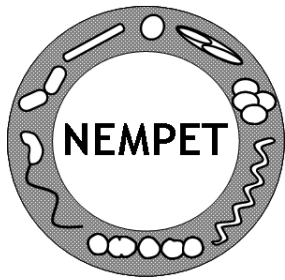
- Mary Allen of Hartwick College has resigned as treasurer of NEMPET.

## NEW BUSINESS

### *President's Report*

- The 2018 conference has 45 registrations including 26 students and 19 non students. There were 3 cancellations and refunds have been sent.
- The general fund contained a balance of \$6571.66 of which \$5000 was used for a deposit at the Minnowbrook. The 2018 conference has taken in \$20,075.00 in registration fees and \$1025.00 in corporate sponsorship for a total revenue of \$21,000.00.
- Total costs for the conference were \$20,850.00 including:

Minnowbrook Conference Center 2015	\$14,850.00
Beverages	200.00
Credit card fee	600.00
Legal fees	25.50
Office supplies	18.12
- After conference expenses, the general fund contained a balance of \$5973.76, leaving sufficient funds to cover the \$5000 Minnowbrook deposit for NEMPET 2019. It was noted that the general fund balance after the 2018 conference will be approximately \$600 less the balance after the 2018 conference. This is likely due to increased credit card costs.
- Craig approached several organizations for corporate sponsorships. Several provided materials for the scholarship raffle.



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## Scholarship Fund

- The scholarship fund contained \$2889.00 at the conclusion of the 2017 conference and \$1537.50 has since been donated to the fund for a total of \$4426.50.
- Six scholarships were awarded for students to attend the 2018 conference. Four were funded by generous donations from Dartmouth and Rutgers while two were funded by the scholarship fund (\$850).
- The remaining balance in the scholarship fund (\$3576.50) will be supplemented with funds raised in the scholarship raffle (\$176), resulting in post-2018 scholarship fund balance of approximately \$3750. The funds will be sufficient to offer at least 3 scholarship for the 2019 conference.

## 2019 BOT elections

- The following people were elected unanimously to three year terms:

PRESIDENT	Craig Phelps
SECRETARY	Michael Hanophy
TREASURER	Craig Phelps
TRUSTEE (2018-2021)	Mike Labare
TRUSTEE (2018-2021)	Shan Bhatt

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## MOTION 2018 BOT 2: Mike Labare moved to adjourn.

2<sup>nd</sup> (Betsy Hutchison)

**Motion** carried (unanimous)

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- The meeting was adjourned at 6:00 PM.

Respectfully submitted,

Michael J. Hanophy  
Secretary