



**DEEP-SEA BIOLOGY SOCIETY (DSBS)
3rd ANNUAL GENERAL MEETING**

DATE: Wednesday 31st July 2019

START TIME: 18:43 (GMT+5)

LOCATION: 7th International Symposium on Deep-Sea Corals (Cartagena, Colombia)

CHAIR: Dr. Erin E. Easton (Secretary)

MINUTES: Ms. Zoleka Filander (Student Representative)

Other DSBS Trustees in attendance: Dr. Santiago Herrera (Membership), Dr. Chris Yesson (Treasurer), Dr. Andrea Quattrini (Early-Career)

AGENDA AGM PowerPoint presentation archived on the DSBS website:

1. Remarks and overview of activities for 2018-2019
2. Report on Finances and approval of official financial report by membership
3. Report on Student activities
4. Report on Early-Career activities
5. Report on Awards and Mentoring
6. Report on Communications
7. Report on Membership
8. Report on Conferences
9. Presentation of Award Certificates (Travel Awards, Dive Deeper Bursaries, Lounsbery, Paper of the Year)
10. Summary of expansion of Society-provided services
11. Discussion and Q&A for Members (Development of the Society, Other questions from the Members)

TRUSTEES PRESENT:

Office-Bearing Trustees

Treasurer: Dr Chris Yesson

Secretary: Dr Erin E. Easton

Membership: Dr Santiago Herrera

Early-Career: Dr. Andrea Quattrini

Students: Ms. Zoleka Filander

Non-Office-Bearing Trustees

None present

TRUSTEES ABSENT:

President: Dr. Adrian Glover

Past President: Dr. Craig McClain

Awards: Dr. Rachel Jeffreys

Communications: Dr. Paris Stefanoudis

Conferences: Dr. Moriaki Yasuhara

Development: Dr. Julia Sigwart

Non-office-bearing: Dr. Steve Haddock, Dr. Malcolm Clark, Dr. Leigh Marsh, Dr. Chong Chen



1. Remarks and overview of activities for 2018-2019

Dr. Erin E. Easton starting by offering a welcome, reminder to sign, and presented agenda items (18:44 (GMT+5)). Then, she provided a background on the governance of the Society (18:45 (GMT+5)) and noted the year the society was established as a legal non-profit organization (July 2017) that can therefore: (i). employ people and own property, (ii). apply for grants, and (iii). receive tax exempted donations. She highlighted that the Society is governed by fifteen trustees, and this includes 11 executives and 4 non-bearing officers. All which were mentioned by name and responsibilities summarized. The time frame of the Annual General Meeting was communicated and objectives such as: (i) the election of new officers (which happens every 3 years), (ii) a treasurer report back, (iii) award ceremonies, (iv) and membership discussion outlined.

2. Report on Finances and approval of official financial report by membership

The official finance account, running from July 2017 to December 2018, was reviewed in which the expenditure and income items were summarized (Table 1). Erin drew attention to attendees that expenditure was much greater than income because some anticipated funds, e.g. the donated MBARI proceedings from DSBS XV, were not transferred to DSBS accounts until after the end of the fiscal year. Thus, that income will be on the following year's financial account. The need for such finance summaries to be checked and validated by an accountant was communicated. It was also emphasized that the number of awards the DSBS Society was higher because of these anticipated DSBS XV proceeds, donated by MBARI to the Society. The financial report was approved by members present (see attendance register) at 18:48 by a show of hands (no one indicated dissent, and non-members were informed that voting rights were restricted to members only).

Table 1: 2017-2018 financial summary, reproduced from presentation. Units in **£1000**.

Income	Memberships	Sales	Grants			Total
	12.4	1.8	9.0			23.3
Expenditure	Awards	Promotion	Communication	Events	Admin	Total
	22.8	2.2	1.0	1.8	2.3	30.2
Society funds 2017	40.7					
Society funds 2018	33.8					

Erin gave a detailed summary of the income and expenditure for this fiscal year (1 January 2019 – 8 July 2019; Table 2). Underwriting of the 7th International Symposium on Deep-Sea Corals (ISDSC) was summarized. Underwriting included handling payment of expenses (e.g. registration, and venue hire) and securing a mutually beneficial written agreement with conference organizers that resulted in reduced conference expenses, additional services provided to the attendees, and the support through travel awards to 12 additional awardees. The Society funded the AGM and two side-events (student and early career).. The end of the Lounsbery funding, which provided funding for additional awards the Society cannot fund with membership income alone, was also highlighted. It was noted that the ISDSC7 income vs. expenditures does not reflect the final invoices, so the expenditure is expected to grow but not exceed the income.



Table 2: 2019 financial summary, reproduced from presentation

Income	Membership	DSBS XV	ISDSC 7		Total (GBP 000)	Total (Est)
GBP	5.5	36.2	68.1		109.8	11.0
Est	6.0	-	5.0			
Expenditure	Awards	Promotion	Events	Administration		
GBP	15.0	0.5	43.4	2.8		
Est	11.0	1.2	5.0	2.0	61.7	25.2

3. Report on Student activities

Erin summarized the Society efforts relating to student activities and affairs: renaming of the Facebook page, hosting of student events (at DSBS XV and ISDSC7), profiling of students and their research (student should not forget to fill out the online google form to initiate process), increasing membership of under-represented groups and countries (e.g., Zoleka's attendance to the West Indian Ocean network was given as an example of how trustees represent the Society, when possible, at events they attend outside their roles as Trustees).

4. Report on Early-Career activities

Erin presented a summary of the Society efforts relating to supporting the early-career membership. She mentioned that our communication platforms, especially as the public (open to non-members as well) Society slack account, provide additional resources and details on activities. Previous and upcoming activities include polling early-career members to identify their needs, providing support for cruise opportunities, organizing webinars (e.g., on time management, academic job preparation), sponsoring a writing retreat (tentatively next year), sponsoring mixers at symposia where AGMs are held, and providing resources/network for proposal and job application feedback.

5. Report on Awards and Mentoring

Erin detailed awards funded by the Society and highlighted that many are open to all members of the Society (e.g. travel awards are open to all members). Information on requirements and selection procedure was summarized (full information is available on the website). All awards and awardees are posted on the website. Awardees since DSBS XV will be announced here and given certificates. A new Cruise bursary award, in development, was introduced. This award should post before the end of the fiscal year after criteria are finalized. A call will be advertised on communication platforms. The plan is that it will be available for early-career, graduate, and post-doc candidates for cruise opportunities that will foster new collaborations. Applicants are required to have independent research questions and should not be part of the original science team. Erin advised that such a funding opportunity might not work for last-minute participation as the Society Trustees need time to review applicants. Erin stressed that the Society strictly adheres to posted terms and conditions for all awards. The membership was thanked for their response and input to awards, e.g., five papers were nominated for the "Paper of the year award", which was a great response.

The mentoring network was piloted in 2018, and feedback from participants was considered prior to rolling out the full network. The call for participation is ongoing and was initiated at last year's AGM. The network began rolling out in July 2019. Patience from the community was kindly requested. Remember the Trustees are volunteers and have other commitments. It takes time to organize such a service. One of the main challenges is in finding a good balance in



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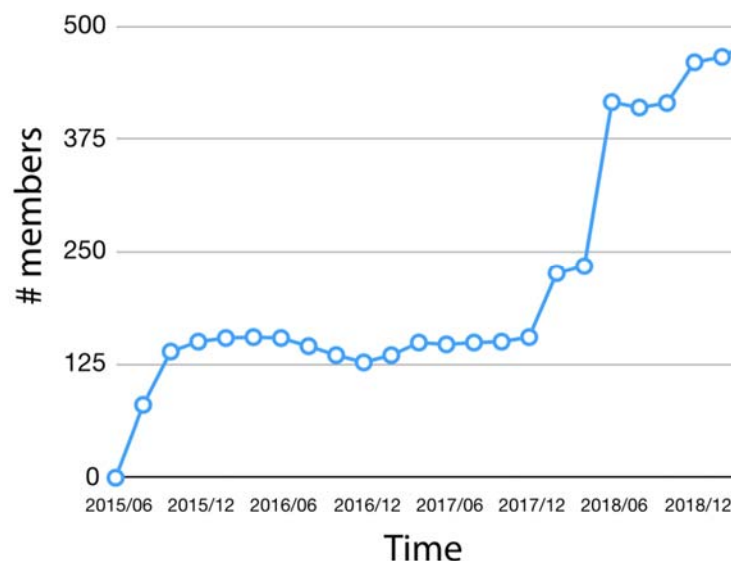
numbers of mentor vs mentees that are in the same or similar time zones. It was noted that we need more mentors in some regions, so some groups have yet to roll out. We kindly ask for more volunteers. Enrollment will continue year-round; the signing up processes was summarized (details provided on the website).

6. Report on Communications

Erin summarized the different communication platforms and future plans to improve communications. The number of Twitter followers doubled since last year. A Public Slack account was initiated last year and is open to everyone, including non-members. This venue provides a good opportunity to interact with community at large. Our website is the primary location where Society information and awards are posted and archived. All Deep-Sea Life issues are archived there. Future plans include expanding archives (e.g., of deep-sea resources) and a dedicated section to student research profiles.

7. Report on Membership

Erin communicated the steady growth membership status of the Society, summarized the different membership options and prices, and outlined the benefits of membership: long-term commitment to the Society, transparency in who the Society represents, and a modest revenue stream to maintain Society. Although membership peaks are linked Deep-Sea Biology Symposia, growth in Society membership continues (Figure 1).

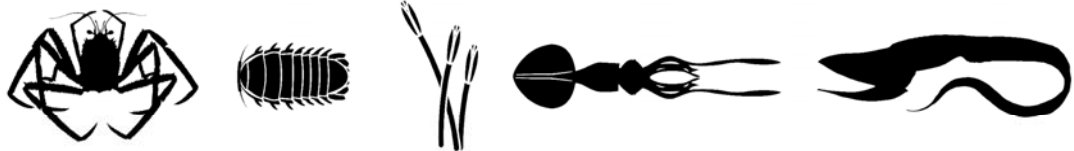


8.

Figure 1: Showing membership increase over the years, extracted from presentation.

9. Report on Conferences

Erin shared information on two upcoming conferences, where the next AGMs will be held. (i) 7th International Symposium on Chemosynthesis-Based Ecosystems, which will be hosted in São Paulo on 24-28 August 2020. Website not up and running yet but should be soon. (ii) 16th DSBS, which will be hosted in Japan and although dates are not confirmed yet, meeting will most likely be in November to avoid typhoon season.



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10. Presentation of Award Certificates (Travel Awards, Dive Deeper Bursaries, Lounsbery, Paper of the Year)

The Society thanks all applicants and awardees. Awardees names were announced and called up for a certificate and group photograph. A full list of awardees are available on the Website and in the AGM presentation.

11. Summary of expansion of Society-provided services

Major expansions to the Society that have occurred over the last 12-18 months were summarized. These include the development of the mentoring network, development of new awards (e.g. PhD paper & Cruise opportunity bursary), addition of office-bearing roles to support early-career scientists and Society development, first endeavor to underwrite symposia, improvement of communications with members through expanding communication platforms (e.g., Slack).

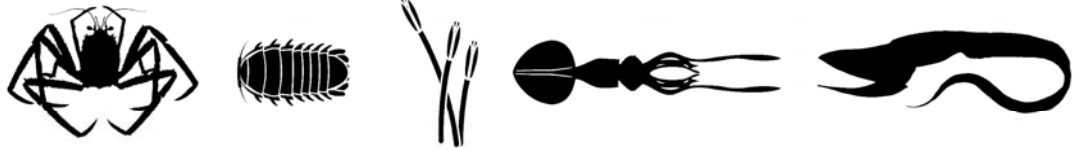
Planned expansion of services include new email accounts for Trustees to improve accessibility of trustees and response time, change in email domain for official membership communications to minimize communications going to junk or spam folders, more regular email updates to members, and an auto-renew option for membership fees.

The Society kindly requests the following from its members: patience (remember Trustees are volunteers), constructive comments and suggestion to help improve the Society and the services it provides, additional established researchers willing to serve as mentors, support in maintaining active membership status, as these fees represent a steady income source to support Society activities.

Some goals for expansion of the Society include finding new sponsorship for core functions/activities, supporting capacity-building and careers in developing nations, improving demographic diversity, potentially supporting innovative virtual meeting platforms, and developing digital deep-sea archives.

12. Discussion and Q&A for Members (Development of the Society, Other questions from the Members)

Erin completed the AGM presentation, reminded attendees to sign register (19:14 (GMT+5)), thanked all the members, then opened the floor to discussions. Dr. Chuck Fisher thanked the Society for efforts to date. Dr. Andrea Quattri announced early-career research scientists, who are not post-doctoral researchers, should contact her to suggest ways on how the Society can best support them. With no other business, Erin thanking the community for their support, invited members to contact trustees with any suggestions on how the society can better support, then closed the meeting at 19:20 (GMT+5)



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Attendees – 57 including 5 committee members (bolded)

Steven Auscavitch

Halesio Barros

Salome Buglass

Janina Büscher

Giovanni Chimienti

Laura Contreras Vega

Guillem Corbera Pascual

Erik Cordes

Jorge Cortés

Marie Creemers

Andrew Davies

Cherisse Du Preez

Erin Easton

Nayara Ferreira Carvalho

Zoleka Filander

Chuck Fisher

Kathleen Foley

Janessy Frometa

Amanda Glazier

Carlos Gomez

Andrea Gori

Krista Greeley

Elizabeth Gugliotti

Ulrike Hanz

Santiago Herrera

Raissa Hogan

Thomas Hourigan

Katriina Juva

Chelsea Korpanty

Daniel Laurretta

Sofia Ledin

Keir Macartney

Luke McCartin

Beariz Meija-Mercado

Charles G. Messing

Heidi Meyer

Maria Montseny

Hye-Won Moon

Katty Margarita Morales Vega

Teresa Morganti

Ana Navarro Campoy

Martha Nizinski

Héctor José Ortiz Álvarez

Frank Parrish

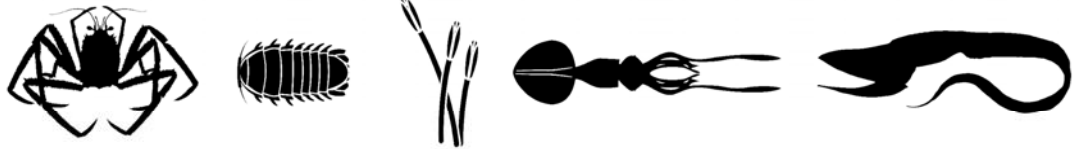
Anna Patova

Tabitha Pearman

David Price

Andrea Quattrini

Nadia Santodomingo



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Espirit Saucier

Isabela Seiblit

Karin Steffen

Samuel Vohsen

Alexa Weinnig

Destiny West

Chris Yesson

Wilder Ferney Zapata Ramírez