



# Constitution of GeoHab

**Last revised:** May 15, 2025

## Article 1: Organizational Name

- A. The Organization will be known as GeoHab, which stands for “Marine Geological and Biological Habitat Mapping”.

## Article 2: Purpose

- A. GeoHab convenes annual international meetings to bring together individuals interested in advancing the discipline of marine geological and biological habitat mapping critical for marine spatial planning and ecosystem-based management (see Appendix 1).

GeoHab is an international forum that meets annually to share ideas and information on marine-related science, technology, and innovation and, in particular, to

- maintain awareness of technological developments and survey standards,
- identify existing metadata sources relevant to marine habitat mapping,
- build links between marine habitat mapping agencies and practitioners worldwide,
- discuss international mapping schemes and standards,
- encourage members in their development of new thematic maps useful for fisheries management, biodiversity management, and the assessment of Marine Protected Areas,
- encourage members to apply and evaluate habitat classification systems using real-world examples,
- promote the participation of early-career researchers in the scientific community,
- support innovation in seafloor research and technology, and
- support and initiate scientific publications that promote the work of participating GeoHab scientists and students.

## Article 3: Participants

- A. Any interested individual is eligible to participate in the Organization without fees. Participants may hold executive positions, vote in elections, and vote on GeoHab business.
- B. The Organization does not place any limits on participants based on age, gender, race, religion, language, or disability.

## Article 4: Executive Committee

- A. The Executive Committee (EC) comprises 8 officers, listed below. The present and past officers are listed in Appendix 2.
  - i. President
  - ii. Executive Director
  - iii. Treasurer
  - iv. Three Members-at-Large
  - v. Upcoming Conference Chairperson
  - vi. Past Conference Chairperson

B. The duties of each executive officer are as follows:

- i. The President shall:
  - a) Be elected by the members of GeoHab (see Article 7).
  - b) Be responsible for ensuring the smooth operation of the Organization.
  - c) Work with the GeoHab community to facilitate the establishment of an annual vision for the Organization.
  - d) Be responsible for ensuring their successor is properly transitioned into the role of President.
  - e) Act as a signing officer of the Organization.
- ii. The Executive Director shall:
  - a) Act as second in command to the President.
  - b) Be appointed by the members of the EC and serve at their pleasure (see Article 7).
  - c) Be reviewed annually by the other officers.
  - d) Be responsible for ensuring the smooth business operation of the Organization.
  - e) Work with the GeoHab community to facilitate the establishment of an annual vision for the Organization.
  - f) Be responsible for ensuring their successor is properly transitioned into the role of Executive Director.
  - g) Share responsibility with the President in chairing all Organization meetings.
  - h) Act as a signing officer of the Organization.
- iii. The Treasurer shall:
  - a) Be elected by the members of GeoHab (see Article 7).
  - b) Keep records of all spending within the Organization in accordance with regulations pertaining to non-profit organizations.
  - c) Create and maintain the annual budget and share this documentation with the broader community at the Annual General Meeting.
  - d) Act as a signing officer of the Organization.
  - e) Be responsible for managing the Organization's bank account.
  - f) Act as chair of Organization meetings in the absence of both the President and Executive Director.
  - g) Be responsible for compiling and filing annual tax returns as required by the current country in which the accounts are hosted.
- iv. The three Members-at-Large shall:
  - a) Be elected by members of GeoHab (see Article 7).
  - b) Attend Executive Committee meetings, participate in discussions, and vote on items requiring decisions.
  - c) Support the President, Executive Director, and Treasurer with their tasks.
  - d) Serve on ad hoc committees as needed.
- v. The Upcoming Annual Conference Chairperson shall:
  - a) Be nominated by the Organizing Committee of the Upcoming Annual Conference (see Article 7).

- b) Follow the Guidelines in Article 6 concerning the operation of a GeoHab Conference.
  - c) Provide planning updates to the other GeoHab Executive Officers.
- vi. The Past Conference Chairperson shall:
  - a) Follow the Guidelines in Article 5.
  - b) Provide advice and guidance to the Upcoming Annual Conference Chairperson and the other Executive Officers as deemed appropriate, and to future Annual Conference Chairperson(s)

## **Article 5: Annual General Meeting**

- A. The Annual General Meeting (AGM) is held annually during the GeoHab Conference. The meeting is typically held after the final science presentation on the last day of the conference (Thursday) and lasts for one to two hours.
- B. Any GeoHab participant may attend the AGM.
- C. An attendance list is cumulated at the AGM and provided to the rapporteur (see E).
- D. An AGM Chairperson either volunteers or is put forward by those in attendance.
- E. An AGM rapporteur either volunteers or is put forward by those in attendance.
  - i. The rapporteur keeps notes on the proceedings of the AGM.
  - ii. The week following the AGM, the rapporteur circulates said notes to a few GeoHab participants who were present at the AGM and who volunteered to provide their edits and comments.
  - iii. Upon completion of editing, the rapporteur circulates the AGM minutes to all those participants who attended the meeting, with special consideration that the minutes are sent to the Upcoming Annual Conference Chairperson(s). The minutes are also posted on the GeoHab website ([www.geohab.org](http://www.geohab.org)).
- F. The recommended format of the AGM is provided in Appendix 4.

## **Article 6: Annual GeoHab Conference**

- A. GeoHab conferences are held annually, usually in May; hosting a conference in a different month would be at the discretion of the Executive Officers.
- B. To maintain GeoHab's international presence and perspective, it is intended that GeoHab conferences will be held on different continents and in different hemispheres each year.
- C. The selection of the host country is decided at least two years in advance at the Annual General Meeting (AGM) held immediately after each GeoHab conference (Article 5, guidelines 12 to 16). This process is initiated by an offer from a delegate (usually but not always from an internationally recognized marine science institution), who would then become the Chairperson of the conference for the year it is held.
- D. The organization of the conference is the responsibility of the Conference Chair and the Local Organizing Committee (LOC). Advice and support are encouraged to be sought from the previous Past-conference Chairperson (see Appendix 6). Guidelines are provided in Appendix 3.

- E. If a planned conference must be cancelled for any reason, the LOC will work with the GeoHab Executive toward a reasonable solution.
- F. The registration fees for the sitting GeoHab President, Executive Director, and Treasurer are waived. These waivers are not transferrable. However, they do have the option to pay, which would provide more funding for student awards.
- G. If they wish to do so and the annual conference schedule allows it, the LOC can work in coordination with other organizations, including the Circum-Pacific Council (CPC), to organize and convene workshops of common interest in association with the GeoHab annual conferences.

## **Article 7: Appointments and Elections**

- A. The Executive Committee shall appoint an Executive Director to work on behalf of GeoHab. This appointment will have a three-year term limit.
- B. The Executive Director shall be responsible for overseeing the elections of the President, Treasurer, and Members-at-Large.
- C. Nominations for elections can be submitted to the Executive Director before the AGM at which elections will take place. Notice of nominees will be provided at the same time as the notice of the AGM is given to the rest of the GeoHab membership. Alternatively, nominations will be taken from the floor during the AGM at which the elections are held.
- D. Voting will be conducted via a show of hands.
- E. A majority vote (50% + 1) is required to elect each position.
- F. Each member can hold no more than one executive position at a time. For example, the Upcoming Annual Conference Chairperson cannot also hold the positions of Treasurer or President in the same year. They would be allowed to run for these positions two years later, as they would automatically become Past Conference Chairperson the following year.
- G. As for the Executive Director (Article 7, item A), there is a three-year term for the President, Treasurer, and Members-at-Large. It is preferable that these position periods be asynchronous to ensure institutional memory.
- H. Incumbents can serve consecutive three-year periods if re-nominated and re-elected, although they are encouraged to step down after two consecutive three-year terms to promote perspective diversity and the evolution of the organization.
- I. When possible, diversity (*e.g.*, geographic, career stage) should be encouraged on the executive committee to ensure that the perspectives of all the GeoHab community are captured in the decisions made by the Executive Committee.

## **Article 8: Impeachment**

- A. No member of the Executive Committee may be recalled without just cause or in any manner not specified in this Constitution.
- B. This Constitution defines just cause as:
  - i. Failing to attend two consecutive Annual General Meetings.

- ii. Failing to fulfill the majority of their mandates as dictated by this Constitution, within reasonable limits and without reasonable excuse.
  - iii. Conduct likely to result in the dismantling of the GeoHab organization or conduct likely to bring the Organization into disrepute.
  - iv. Other gross misconduct.
- C. A vote to impeach an Executive Committee member can only be brought forth at an AGM.
- D. Any member present at an AGM may put forth a motion to impeach an Executive Committee member. They would be given an opportunity to plead their case based on Article 8 of this Constitution before the vote.
- E. Advance notice of a motion to impeach must be given to the Executive Committee member facing impeachment, and that Executive Committee member must have the ability to speak in their defence before the vote is taken.
- F. A vote of 75% +1 of the membership present at an AGM is required to impeach an Executive Committee member. Voting will be conducted by secret ballot.

## Article 9: Constitutional Amendments

- A. Amendments to this Constitution are subject to the following regulations:
  - i. Amendments to the Constitution can only be made at an AGM.
  - ii. Motions to amend the Constitution must be presented to the President or Executive Director of GeoHab no less than three days before the AGM at which the Constitution will be amended.
  - iii. All members are entitled to vote on amendments to the Constitution.
  - iv. Voting will be conducted via a show of hands, though any member may request that the motion be voted on by secret ballot. If any one member requests this for any motion, voting must be done by secret ballot.
  - v. A 2/3 vote of the members present at the AGM is required to pass a motion to amend the Constitution.
- B. The Executive Committee may update the Constitution's appendices once a year, immediately following the GeoHab annual conference, without requiring a formal vote for amendment.

## Article 10: Finances

- A. As stated in Article 4, the President, Executive Director, and Treasurer will be the signing officers of the Organization.
- B. At least one signing officer must sign every cheque from the bank account of the Organization.
- C. An executive officer cannot sign a cheque made out to themselves.
- D. The ATM card is held by the Treasurer or host and is to be used only when a cheque is not acceptable.
- E. The budget will be created each year by the Treasurer and will be passed by the Executive Committee at the AGM.

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- F. The elected President, Treasurer and Executive Director of GeoHab will establish a bank account to hold all GeoHab funds.

GeoHab funds will be used only for the following purposes:

1. To refund any costs to a GeoHab conference host in the event that the GeoHab conference should run at a financial loss, on the condition that the host of that conference can demonstrate that reasonable actions were taken to avoid this situation or that the loss was caused by factors external to the local organization.
2. To provide funds for the annual Ron McDowell Student Awards.
3. For any legitimate business expenses incurred by the GeoHab organization, including but not limited to bank fees, tax returns, website maintenance, and legal advice.

GeoHab funds cannot be used for the following purposes:

1. Travel or personal expenses of GeoHab members, including members of the Executive Committee. Positions held on the Executive Committee are unpaid, volunteer-based positions.

## Article 11: GeoHab Website

- A. The official website of the Organization is [www.geohab.org](http://www.geohab.org).
- B. At each AGM, the EC will establish a "Website Committee" of 3-4 individuals to maintain, update, and manage content on the GeoHab website. This committee is not responsible for building or maintaining the yearly conference sites, which are the responsibility of the Local Organizing Committee (LOC); however, it coordinates with the LOC on content relevant to the conferences.
- C. Suggested changes to the website can be put forth at the AGM.

## Appendix 1: List of GeoHab Conferences

| Conference Number | Year | Location                          | Country/Territory        | Chairperson(s)                                 |
|-------------------|------|-----------------------------------|--------------------------|--|
| 25                | 2027 |                                   | New Zealand              | Sally Watson                                   |
| 24                | 2026 | Valletta                          | Malta                    | Aaron Micallef                                 |
| 23                | 2025 | Key West, Florida                 | United States of America | Vincent Lecours                                |
| 22                | 2024 | Arendal                           | Norway                   | Peter Harris, Terje Thorsnes                   |
| 21                | 2023 | St-Gilles                         | La Réunion (France)      | Rodolphe Devillers, Hayley Cawthra             |
| 20                | 2022 | Venice                            | Italy                    | Federica Foglini, Fantina Madricardo           |
| 19                | 2021 | Online, three international nodes |                          | Nodal organizing committees                    |
|                   | 2020 | Postponed                         |                          |  |
| 18                | 2019 | Saint Petersburg                  | Russia                   | Daria Ryabchuk                                 |
| 17                | 2018 | Santa Barbara, California         | United States of America | Guy Cochrane, Donna Schroeder                  |
| 16                | 2017 | Dartmouth, Nova Scotia            | Canada                   | Craig Brown, Brian Todd                        |
| 15                | 2016 | Winchester                        | United Kingdom           | Tim LeBas                                      |
| 14                | 2015 | Salvador, Bahia                   | Brazil                   | Alex Bastos                                    |
| 13                | 2014 | Lorne, Victoria                   | Australia                | Daniel Ierodiaconou                            |
| 12                | 2013 | Rome                              | Italy                    | Andrea Fiorentino, Silvana D'Angelo            |
| 11                | 2012 | Orcas Island, Washington          | United States of America | Gary Greene, Vaughn Barrie                     |
| 10                | 2011 | Helsinki                          | Finland                  | Aarno Kotilainen                               |
| 9                 | 2010 | Wellington                        | New Zealand              | Geoffroy Lamarche                              |
| 8                 | 2009 | Trondheim                         | Norway                   | Terje Thorsnes                                 |
| 7                 | 2008 | Sitka, Alaska                     | United States of America | Tory O'Connell, Cleo Brylinsky                 |
| 6                 | 2007 | Nouméa                            | New Caledonia            | Yves Lafoy                                     |
| 5                 | 2006 | Edinburgh                         | Scotland, United Kingdom | Alan Stevenson, Heather Stewart                |
| 4                 | 2005 | Sidney, British Columbia          | Canada                   | Vaughn Barrie, Kim Conway                      |
| 3                 | 2004 | Galway                            | Ireland                  | Anthony Grehan, Margaret Wilson, Janine Guinan |
| 2                 | 2003 | Hobart, Tasmania                  | Australia                | Peter Harris                                   |
| 1                 | 2002 | Moss Landing, California          | United States of America | Gary Greene                                    |

## Constitution of GeoHab

|                         |      |                            |        |             |
|-------------------------|------|----------------------------|--------|-------------|
| Organizational meetings | 2001 | St. Johns,<br>Newfoundland | Canada | Brian Todd  |
|                         | 2001 | Bergen                     | Norway | Thomas Noji |

## Appendix 2: Table of Executive Officers

| Term      | President  | Executive Director       | Treasurer                 | M-at-L                                    | Upcoming Conference Chairperson(s)   | Past Conference Chairperson(s)       |
|-----------|------------|--------------------------|---------------------------|---|--------------------------------------|--------------------------------------|
| 2028-2029 |            |                          |                           |   | 2029 Chairperson(s)                  | 2028 Chairperson(s)                  |
| 2027-2028 |            |                          |                           |   | 2028 Chairperson(s)                  | 2027 Chairperson(s)                  |
| 2026-2027 |            |                          |                           |   | 2027 Chairperson(s)                  | Aaron Micallef                       |
| 2025-2026 | Mary Young | Gary Greene              | Holly Woytak              | Sally Watson, Craig Brown, Margaret Dolan | Aaron Micallef                       | Vincent Lecours                      |
| 2024-2025 | Mary Young | Gary Greene              | Guy Cochrane              |   | Vincent Lecours                      | Peter Harris, Terje Thorsnes         |
| 2023-2024 | Mary Young | Gary Greene              | Guy Cochrane              |   | Peter Harris, Terje Thorsnes         | Rodolphe Devillers, Hayley Cawthra   |
| 2022-2023 | Mary Young | Gary Greene              | Guy Cochrane              |   | Rodolphe Devillers, Hayley Cawthra   | Federica Foglini, Fantina Madricardo |
| 2021-2022 |            | Gary Greene <sup>1</sup> | Guy Cochrane <sup>2</sup> |   | Federica Foglini, Fantina Madricardo | Daria Ryabchuk                       |

<sup>1</sup>. Filling in as ED due to role as President of CPC

<sup>2</sup>. Filling in the role of Treasurer until the first elections.

## Appendix 3: Guidelines for Organizing the Annual GeoHab Conference

- Guideline 1.** Committees: The Upcoming Conference Chairperson shall create a Local Organizing Committee and an International Scientific Committee separately or jointly. One person is to chair both committees. Sub-committees (*e.g.*, social, field trip) are established at the discretion of the LOC. A Student Selection Award Committee is set separately (see Guideline 10).
- Guideline 2.** International Scientific committee: Each GeoHab conference should have an International Scientific Committee (ISC) to provide support and guidance to the current Chairperson for the conference and its overall scientific direction. Most importantly, the ISC is responsible for reviewing all abstracts received for the upcoming conference. Because a large contingent of GeoHab participants is available to sit on committees, it is recommended that members of the ISC (other than the Chairperson from the previous year) should not serve on the Ron McDowell Student Selection Award Committee. The size of the Scientific Committee is at the discretion of the current Conference Chairperson but should include at least:
- 1) two international GeoHab members with more than four years of experience in GeoHab;
  - 2) the Chairperson of the previous year's conference; and
  - 3) the Chairperson of the following year's conference.
- Guideline 3.** Conference theme: The theme of the GeoHab conference is to be decided by the Local Organizing Committee after propositions from the Chairperson. The GeoHab Executive advises the LOC regarding the conference theme.
- Guideline 4.** Session: A single session format is the norm for the GeoHab conference. To facilitate this format, the number of delegates should be approximately 150, with some flexibility depending on the capacity of the venue. Should numbers and demand grow beyond what is manageable, parallel sessions could be considered for parts of the conference, with the approval of the Executive.
- Guideline 5.** Social program: Traditionally, the social program has included a Monday evening icebreaker, a conference dinner (usually held on Wednesday), and a field trip on Friday. However, providing these is at the discretion of the LOC.
- Guideline 6.** Website: The geohab.org website advertises the upcoming GeoHab conference. Each local organizing committee must create and manage their own conference website based on the template provided on geohab.org. They can opt to create their website on the geohab.org server or host it on their own domain. A link to the conference website should be provided to the Website Committee as early as possible.
- Guideline 7.** Registration Fees: Registration costs should be set to more than fully cover anticipated expenses for hosting the meeting. ***Any surplus funds from the registration fees are deposited into the GeoHab bank account*** (see Guideline 9).

**Guideline 8.** Sponsorship: Each host is encouraged to seek sponsorship to reduce the delegates' registration costs and increase the budget for student support (see Guideline 10). ***Any surplus funds from the sponsorship fees are deposited into the GeoHab bank account.***

**Guideline 9.** Budget: The LOC is responsible for managing the conference budget. If needed, the GeoHab Treasurer will facilitate advance funding to the GeoHab conference account and payment of student grants from the GeoHab reserve account. Any surplus funds from the GeoHab conference will be credited to the GeoHab bank account. GeoHab funds are used to offset any unplanned expenditures in current or future conferences (Article 10 of the GeoHab Constitution). A financial statement outlining total revenue, expenditures, and net position will be presented at the AGM by the GeoHab Treasurer or nominated representative and provided to the Executive and the LOC.

**Guideline 10.** Ron McDowell Student Selection Award Committee:

Each conference year, the Ron McDowell Student Selection Award Committee shall be established. The Past-conference Chairperson will preside over the student committee and nominate the membership, which should not include members of the International Scientific Committee. This committee will review applications based on established criteria.

The intention behind the student awards is to create opportunities for students of marine geological and biological habitat mapping to attend the GeoHab Conference. Early-stage students (BSc, MSc) are given preference, although PhD students are allowed. Students can be awarded the Ron McDowell Student Award only once; repeat awards are not considered. (Note: The objective of the Award is to introduce GeoHab to young early-stage students in the hope of enticing them to come back using *other funding sources* like supervisor's funding). Evaluation criteria are established by the Ron McDowell Award Committee chairperson(s), and, following GeoHab's Diversity and Inclusion Statement, should consider increasing geographic diversity.

The budget annual support fund will be composed of existing GeoHab funds accumulated during prior conferences and funds based on expected upcoming revenue. The amount contributed from existing funds will be established each year as early as possible by the GeoHab Executive Committee. The additional amount will be allocated at the discretion of the LOC based on expected sponsorship revenue and registration surplus funds. Note that a general limit of US \$10,000 has been deemed a reliable working figure for an annual support fund, although this amount can be revised at the discretion of the Student Committee, the LOC, and the GeoHab Treasurer.

The criteria for providing student grants are available on the GeoHab website. The stipend includes airfare (based on the lowest economy airfare) and a set amount for lodging and miscellaneous expenses, covering student hostel housing and a few dinners that students are unable to obtain through the conference. The LOC of the conference is not to charge the awardees registration fee or conference dinner costs. However, the Student Committee needs to inform the LOC of the approximate number of students who will be supported early on to ensure that these estimates are accounted for when determining the conference registration fee.

Field trips and workshops have always been supplementary and not funded from the student support fund; however, the LOC can decide whether to include the workshop for free or at a reduced fee for the students.

**Guideline 11.** Email list: The email list supplied and managed by geohab.org must only be used for matters related directly to the production of the GeoHab conference. The security of GeoHab members' data is a priority for GeoHab, and the Organization must meet the regulatory requirements of the European Union's GDPR (General Data Protection Regulation) laws, which came into effect on May 25, 2018. GDPR is a complex area, and it has become clear to GeoHab that, as a common community of interest, members and delegates can expect to continue receiving news content from GeoHab, which may include, but is not limited to, research, events, and workshops. Anyone can opt out of the GeoHab mailing list at any time by following the instructions in the monthly mailing list confirmation emails. If members and delegates have any questions about how and why GeoHab processes personal data, they can contact the GeoHab Executive Committee at any time.

**Guideline 12.** Selection of the GeoHab Host

- a. Expressions of interest to host a GeoHab conference, as well as the selection of the next two locations (and their respective institutions), should be discussed at every AGM and included in the agenda in advance of the conference. Note that the proposed conference host (or their representative) is required to attend the two previous Conferences and Annual General Meetings prior to hosting.
- b. Expression of interest to host a GeoHab conference will be made at the AGM by the proponents employing a short (5-minute) presentation and noted in the minutes. The offer must appear in the minutes of the meeting.
- c. Preference will be given to a different continent each year: Africa, Asia, Australia–New Zealand, Oceania, Europe, South America, and North America. GeoHab will endeavour to target geographical “gaps” in participation to increase the exposure of the organization.
- d. Confirmation in writing of the conference host should be sent to the successful host by the GeoHab Executive Committee two years in advance and no more. Offers beyond the two-year period will be noted in the minutes but will not be considered a commitment.

**Guideline 13.** In cases where multiple offers to host GeoHab for the same year are received, a discussion should be held at the AGM to find a solution. If no solution is found, the Executive Committee will cast the deciding vote.

**Guideline 14.** A book of abstracts must be assembled for each conference. After the conference, the book of abstracts must be archived on Zenodo and be made available on the GeoHab website for long-term access.

## Appendix 4: Annual General Meeting Agenda Format

### GeoHab 20XX Annual General Meeting

#### Meeting metadata

- Time:
- Date:
- Location:

#### AGM administration

- Participant sign-up list circulated for inclusion in the minutes
- AGM Chairperson proposed from the floor and seconded
- AGM Rapporteur proposed from the floor and seconded
- Thanks extended to GeoHab Conference Chairperson(s)

#### Agenda

- Agenda displayed
- Adoption of agenda proposed and seconded

#### Review minutes of GeoHab 20XX-1 Annual General Meeting

- 20XX-1 Annual General Meeting minutes displayed
- Discussion of, and amendments to, 20XX-1 Annual General Meeting minutes
- Adoption of (amended) 20XX-1 Annual General Meeting minutes

#### Financial Report

- Treasurer to provide a digital copy of the financial report to rapporteur for inclusion in the minutes in a timely manner.
- Treasurer to provide display and verbal summary of financial report to the AGM attendees
- Discussion of the financial report

#### Student Support

- Chair of the Ron McDowell Student Selection Award Committee to provide a copy of the student selection report to rapporteur for inclusion in the minutes. The recommended budget for the student awards is \$10,000 per annum.
- Chair of the Ron McDowell Student Selection Award Committee to provide display and verbal summary of student selection report to the AGM attendees
- Discussion of the student selection

#### GeoHab Websites

- Review and discussion of GeoHab website

## Constitution of GeoHab

- Review and discussion of GeoHab Conference website

## Publications

- Review and discussion of any GeoHab-related publication in progress

## Summary of GeoHab 20XX

- Conference Chairperson(s) to provide written and/or verbal summary of GeoHab Science Conference 20XX, including
  - number of participants
  - funds brought in
  - funds expended
  - problems encountered
  - suggestions for future conferences
- Any details provided to the rapporteur should be included in the AGM minutes

## Plans for GeoHab 20XX+1

- Identify location
- Identify Conference Chairperson(s)
- Verbal and visual presentation by Conference Chairpersons for GeoHab Science Conference 20XX+1
- Discussion
- Seek Monday workshop ideas and volunteers, if workshop to be included (Note: This should be initiated by the host(s) or LOC of the conference, but they should seek advice from others in the organization.
- Formal adoption of venue and Conference Chairperson(s) for GeoHab Science Conference 20XX+1

## Proposals for GeoHab 20XX+2...

- Identify possible locations and years
- Identify Conference Chairperson(s) associated with possible locations and years
- GeoHab 20XX+2 should be prepared to provide a verbal and visual proposal
- Verbal and visual proposal can also be provided by GeoHab 20XX+3 and beyond

## Other business

- Other business must be put forth prior to the adoption of the agenda

## Closure of GeoHab 20XX Annual General Meeting

- Proposal and seconding of GeoHab 20XX Annual General Meeting to be concluded

## Appendix 5: GeoHab 20XX International Scientific Committee

| Year | Chairperson(s)                             | Member 1                                   | Member 2                                 | Additional Members                        |
|------|--|--|--|---|
|      |  |  |  |   |
| 2030 | 2030<br>Chairperson                        | 2029<br>Chairperson                        | 2031<br>Chairperson                      | Members with minimum 4<br>years in GeoHab |
| 2029 | 2029<br>Chairperson                        | 2028<br>Chairperson                        | 2030<br>Chairperson                      | Members with minimum 4<br>years in GeoHab |
| 2028 | 2028<br>Chairperson                        | 2027<br>Chairperson                        | 2029<br>Chairperson                      | Members with minimum 4<br>years in GeoHab |
| 2027 | Sally Watson                               | Aaron Micallef                             | 2028<br>Chairperson                      | Members with minimum 4<br>years in GeoHab |
| 2026 | Aaron Micallef                             | Vincent Lecours                            | Sally Watson                             | Members with minimum 4<br>years in GeoHab |
| 2025 | Vincent Lecours                            | Peter Harris,<br>Terje Thorsnes            | Aaron Micallef                           | Members with minimum 4<br>years in GeoHab |
| 2024 | Peter Harris,<br>Terje Thorsnes            | Rodolphe<br>Devillers,<br>Hayley Hawthra   | Vincent Lecours                          | Members with minimum 4<br>years in GeoHab |
| 2023 | Rodolphe<br>Devillers,<br>Hayley Hawthra   | Federica Foglini,<br>Fantina<br>Madricardo | 2024<br>Chairperson                      | Members with minimum 4<br>years in GeoHab |
| 2022 | Federica<br>Foglini, Fantina<br>Madricardo | Daria Ryabchuk<br>(2019)                   | Rodolphe<br>Devillers,<br>Hayley Hawthra | Members with minimum 4<br>years in GeoHab |

## Appendix 6: GeoHab 20XX Local Organizing Committee

| Year | Chairperson(s)      | Member 1 | Member 2 | Member 3 | Member 4 |
|------|---------------------|----------|----------|----------|----------|
|      |                     |          |          |          |          |
| 2030 | 2030<br>Chairperson |          |          |          |          |
| 2029 | 2029<br>Chairperson |          |          |          |          |
| 2028 | 2028<br>Chairperson |          |          |          |          |
| 2027 | 2027<br>Chairperson |          |          |          |          |
| 2026 | Aaron Micallef      |          |          |          |          |
| 2025 | Vincent<br>Lecours  |          |          |          |          |

|      |  |  |  |  |  |
|------|--|--|--|--|--|
| 2024 | Peter Harris,<br>Terje Thorsnes            |  |  |  |  |
| 2023 | Rodolphe<br>Devillers, Hayley<br>Hawthra   |  |  |  |  |
| 2022 | Federica Foglini,<br>Fantina<br>Madricardo |  |  |  |  |

## Appendix 7: GeoHab 20XX Ron McDowell Student Selection Award Chairpersons

| Year | Chairperson(s)                          |
|------|---|
|      |   |
| 2030 | 2029 Chairperson                        |
| 2029 | 2028 Chairperson                        |
| 2028 | Sally Watson                            |
| 2027 | Aaron Micallef                          |
| 2026 | Vincent Lecours                         |
| 2025 | Peter Harris, Terje<br>Thorsnes         |
| 2024 | Rodolphe Devillers,<br>Hayley Hawthra   |
| 2023 | Federica Foglini,<br>Fantina Madricardo |
| 2022 | Daria Ryabchuk                          |

## Appendix 8: Record of Amendments to the Constitution of GeoHab

Yearly updates of the tables in the appendices are not considered amendments, and as such are not listed in this table and do not require adoption by the members.

| Date of Previous Version         | Date of New Version         | List of Proposed Amendments  | Adopted (Y/N) |
|----------------------------------|-----------------------------|--|---------------|
|                                  |                             |  |               |
| November 10 <sup>th</sup> , 2021 | May 15 <sup>th</sup> , 2025 | Addition of specifications for the use of GeoHab funds   | Y             |
|                                  |                             | Addition of three members-at-large to the executive committee  | Y             |
|                                  |                             | Removal of restrictions for the GeoHab treasurer, including the necessity to be a United States citizen or linked to the CPC | Y             |
|                                  |                             | Various minor changes to verbiage  | Y             |

## Appendix 9: Contributions to previous versions of GeoHab Constitution

**Second version, May 15<sup>th</sup>, 2025:** Alex C. Bastos ([alex.bastos@ufes.br](mailto:alex.bastos@ufes.br)), Craig J. Brown ([craig.brown@dal.ca](mailto:craig.brown@dal.ca)), Margaret F.J. Dolan ([margaret.dolan@ngu.no](mailto:margaret.dolan@ngu.no)), H. Gary Greene ([greenes@mlml.calstate.edu](mailto:greenes@mlml.calstate.edu)), Peter T. Harris ([p.harris@utas.edu.au](mailto:p.harris@utas.edu.au)), Daniel Ierodionou ([iero@deakin.edu.au](mailto:iero@deakin.edu.au)), Timothy P. Le Bas ([tim.lebas@noc.ac.uk](mailto:tim.lebas@noc.ac.uk)), Vincent Lecours ([vlacours@ugac.ca](mailto:vlacours@ugac.ca)), Brian J. Todd ([brian.todd@nrcan-rncan.gc.ca](mailto:brian.todd@nrcan-rncan.gc.ca)), Sally Watson ([Sally.Watson@niwa.co.nz](mailto:Sally.Watson@niwa.co.nz)), Mary Young ([mary.young@deakin.edu.au](mailto:mary.young@deakin.edu.au))

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