

# Potomac Region of the American Society for Photogrammetry and Remote Sensing

## Meeting Minutes

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**Date:** April 7, 2005

**Time:** 4:30 PM

**Location:** Teleconference

### **Attendees:**

Nate Smith  
Dave Kohlbrenner  
Doug Howard  
Yogendra Singh  
Others attended not captured

### **Agenda Topics:**

1. Discussion and understanding of Committees
2. PR Board meeting times and places
3. PR Newsletter
4. GeoTech
5. PR Website

### ***Topic 1: Committees***

The PR committees and the participation of region officers was discussed. Yogen was able to provide the Board the background as to who should be members of each committee. The committees discussed were:

- Nominating
- Technical program
- Membership
- Awards
- Professional development
- Communication
- Bylaws

The discussion was shelved until the Board has received and reviewed the bylaws. Yogen will send out the Bylaws to everyone in attendance.

Motions: Everyone

Follow-up: Yogen to email Bylaws to Board members

### ***Topic 2: PR Board Meeting times and locations***

Discussion of the new PR Board to have a set day and time of the month to have Board meetings. As per the Bylaws, 5 Board members must be in attendance to have a quorum for an official meeting. It was agreed by all to meet on the 1<sup>st</sup> Thursday of every month and at least four of our meetings over the year will be attended in person. The telephone bridge was offered by Larry Pettinger and accepted by all.

Motions: 1<sup>st</sup> – Doug, 2<sup>nd</sup> - Nate  
Follow-up: None

### ***Topic 3: PR Newsletter***

The PR Newsletter was discussed and per the Bylaws we are to publish, in some form, a newsletter four times per year. Nate proposed that we restart our defunct newsletter and Doug seconded the motion. We discussed providing a newsletter in PDF format distributed through email and on the PR website. Nate Smith, Dave Szymanski, and Doug Howard volunteered to be the newsletter committee members.

Motions: 1<sup>st</sup> – Nate, 2<sup>nd</sup> - Doug  
Follow-up: Nate, Dave, and Doug to begin discussions about newsletter via email and telephone.

### ***Topic 4: GeoTech 2005***

Dave Kohlbrenner will take the lead for GeoTech 2005 with Nate assisting. Discussions have already occurred with NOAA in Silver Spring, Maryland for use of their facilities. The format discussed was 2 days where day 1 will be workshops and day 2 will be the technical sessions. A concern about exhibitors was voiced and resulted in the need for more exhibitors. Workshops were discussed and so far we have Dr. Haack, ESRI, and LIDAR, and David Doyle lined up for possible workshops. A conference theme topic should be chosen and everyone is to provide input.

Motions: None  
Follow-up: Further discussions about agenda, exhibitors, and conference theme

### ***Topic 5: Website***

A brief discussion about the PR website resulted in the Board waiting until the Webmaster returned from travel to find out the latest status of the website.

Motions: None  
Follow-up: Dave to contact the Webmaster to find out latest status