Meeting Minutes

Date: June 16, 2009
Location: Teleconference
Time: 4:30 pm EDT

Participants:
Barbara Eckstein
Pete Doucette
Dave Szymanski
Richard Gomez
Yogen Singh
Yong Wang
Chris McGlone,
Charlene Sailer
Allan Falconer
John Manzer
Chris Parrish

Topics:
1. Treasurer’s Report:
   o Chris P. provided budget update
     ▪ SunTrust account balance: $37,891.09
     ▪ SunTrust Investment Certificate is due to mature and automatically renew
       on 6/26/09.
       • Per discussion, the purpose of the investment certificate is to earn a
         higher return and also serve as rainy day funds
       • Discussion of increasing amount invested. Chris will look at
         ASPRS National Board recommendations for reserve funds
   o Region rebate from Baltimore conference has not been received from National yet
     (we should receive a portion of the profits). Barbara: we fulfilled all conditions.
     ▪ Allan will remind National about this
   o Check card charges from Baltimore conference (to Baltimore Marriott) for which
     we do not have receipts or supporting documentation:
     ▪ $5,737.69 on 3/30
     ▪ $451.74 on 4/8
     • Pete is currently investigating; appears these may be ISPRS
       charges incorrectly billed to PR check card; working to get
       credited back to PR checking acct.
     ▪ Also: $180 balance for 3 new members, which was supposed to have been
       billed by National to Pete’s PR check card back in February, was never
       charged. Will follow up with National to see if they became members.
Chris will reimburse Barbara and Dave S. for the 4 free memberships ($480 charge) given away at NGA career fair, as well as for social event following the last Tech tour. Barbara will send receipts.

2. Reports on Region Events:
   - Only thing remaining from USDA Tech Tour is to do write-up; Barbara will do this.
   - John has gotten go-ahead for GeoEye Dulles July 21. Request partner to work with John on Tour, getting website updated. Dave agreed to assist John. Budget for post-event social hour: a couple hundred dollars is what we have spent in the past on post-event social hour. UNOs, Chiles, Olive Garden, are nearby restaurants. Pool hall last time, but was too smoky. Place that’s close (~2 blocks) helps.
   - Yong Wang: currently scheduling NC event. October 15 (Friday), or 23 is another possibility.
   - Barbara will do draft write-up on what needs to be done to host a tech event.

3. National Director Report (skipped)

4. Vice President Plans
   - Pete: proposal to host GeoTech at George Mason in 2010:
     - Reviewed abstracts, published proceedings, etc.
       - Good to do this at academic institution
       - Need longer lead time
     - Barbara: need cost estimate before we agree to move it
       - Costs of reserving rooms, tech support
       - Tony will help gather this
       - Yogen: need to think about whether format is sustainable

5. NGA Education Fair: David Szymanski & Barbara Eckstein: NGA agreed to let ASPRS have a table. Barbara staffed the table. Opportunity for increased visibility and to establish ourselves within the NGA training group. First time they offered it, but it will now be offered quarterly. Next time will be in St. Louis, so Dave will contact St. Louis to see if they want to participate. Fair was not well advertised by NGA, so turnout was small, but a lot of interest in ASPRS and certification program. People put cards in a jar and drew for free membership. Did a good job: table well organized and maintained, posters, etc. Barbara will write up notes and put it in annual report.
6. 2013 ASPRS Spring Conference: David Szymanski & Barbara Eckstein: Anna Marie Kinerney, ASPRS Meetings/Marketing Manager, made visit to Raleigh Durham to see if it would be a good place for 2013 conference. Waiting for info from convention center and hotel. Idea: need to make sure we serve more than just the DC area members.

7. NC Chapter Status & Plans: skipped

8. Standing Committees
   - Technical Program: Chair: Chris McGlone
   - Membership: Chair: Tony Stefanidis (not on phone)
   - Education & Professional Development: Chair: Richard Gomez and Dave Szymanski
     - Richard is still waiting for money from ASPRS-PR (to George Mason Foundation) for sponsoring new membership and purchasing food for meetings
     - Yogen: Another one from VA Tech
       - Richard and Yogen will send Chris P. email specifying whom to write checks out to
   - Communications: Chair: Charlene Sailer
     - Charlene: doing another newsletter (attempting 4 per year)
     - Is there enough material?
     - Will try for early July
     - USDA Tech Tour would be one article
     - Looking for little tech item (similar to what Yong has done): informs Region about new priority, 2 pictures and 4 paragraphs
     - Chris: idea: put in “industry updates” (e.g., firms/agencies supply blurbs on who got promoted, purchased new sensors, etc.)
       - John Manzer will send out corporate list
     - List student activities at Mason and VA Tech
       - Richard and Dave can ask students to supply update
     - Another idea from Yogen: President’s column
       - What has been accomplished (6 month review and plans)
     - Articles due to Charlene by June 24th
     - Need new template; printer almost wasn’t able to take it last time. Need trifold. Should talk with printer to figure out what template to use
     - Chris will send info if someone in NOAA will do a short technical write up for newsletter
     - Dave S. will write up NGA Education Fair
• By-Laws: Dave Szymanski
  o No update

9. Website: no update

10. Newsletter: covered above

11. GeoTech 2010 Discussion:
   a. Covered in Vice President’s update (above)
   b. Need to get more information before next discussion of GeoTech 2010

**GeoTech 2009 Discussion**

Coordination roles – what has been done, is currently being done, and needs to be done?

Priority Items:
- John: need flyer (or updated web info) to reach out to sponsors
- Website errors:
  o take off registration for certification workshop (not holding cert workshop this year)
  o Online registration has to end earlier
- Need to get Keynote on web for John to get Corporate Sponsors signed up
- Need session titles
- Need workshops listed
- Strawman schedule
  o Had one from last year

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<thead>
<tr>
<th>Function</th>
<th>Lead</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keynote Speaker</td>
<td>Barbara</td>
<td>Ernie Reith has confirmed as Keynote, Barbara has his bio, will draft Keynote theme. Chris will get Keynote updated on website, and then John will contact corporate sponsors.</td>
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<tr>
<td>Exhibits</td>
<td>John Manzer</td>
<td>After Keynote is posted, John will reach out to exhibitors</td>
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<td>Technical Session</td>
<td>Tony Stefanidis with Chris P. and Chris McGlone assisting</td>
<td>Chris McGlone will talk with Tony to see status</td>
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<tr>
<td>Workshops</td>
<td>Barbara Eckstein</td>
<td>Barbara has tentative list of workshops. Try to choose</td>
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workshops that we didn’t have last year to keep it fresh. Possibilities: ENVI Tutorial: ENVI Zoom, Hyperspectral (Barbara will contact GMU), Digital Cameras, ESRI ArcGIS, SAR, Richard Terrain Mapping Course (Richard has committed to this), ask Fugro if they would be willing to do a workshop on aerial imagery and lidar, Geiger-mode lidar, Barry Haak might be a willing workshop presenter (maybe a hyperspectral workshop)

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<thead>
<tr>
<th>Category</th>
<th>Contact</th>
<th>Notes</th>
</tr>
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<tbody>
<tr>
<td>Catering and Logistics</td>
<td>Joyce Turpin</td>
<td>Chris will ask Joyce to send out update</td>
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<tr>
<td>Corporate Sponsors</td>
<td>John Manzer</td>
<td>McClelan will be a corporate sponsors</td>
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<td>Publicity</td>
<td>Dave Szymanski</td>
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<tr>
<td>Budget</td>
<td>Pete Doucette</td>
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<tr>
<td>Registration</td>
<td>Chuck Nelson</td>
<td>No update</td>
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<tr>
<td>Volunteers</td>
<td>Barbara Eckstein</td>
<td>No update</td>
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<tr>
<td>University Outreach</td>
<td>Allan Falconer</td>
<td>Allan will be sending notice to universities when new (academic) year starts in August</td>
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Meeting adjourned at 6:20pm.