



## **MINUTES OF BOARD MEETING: AUGUST 24, 2011**

The meeting was called to order at 6.08 p.m. with the President Christopher Parrish in the chair.

Present: Christopher Parrish (President), John Manzer (Vice-President), Peter Doucette (Past-President), Chris McGlone (Technical Director), Barbara Eckstein (National Director) Allan Falconer (Secretary/Treasurer) Yogen Singh (Historian) Robert Black (Regional Director) Joshua Sisskind (Regional Director) .

### **Agenda item 1: Treasurer's Report**

**item 2: Tech tours**

**item 3: GeoTech**

**item 4: Any other business**

### **Agenda item 1: Treasurer's Report:**

*The Treasurer reported on a brief conversation with Sun Trust Bank who commented on the notable balance we keep in our business account. For most of the year this balance has been over \$30,000.00 and is now over \$50,000.00 the proposal is to revise our practice and roll-over a portion of our present CD (say \$25,000.00) and invest that for one year, then take another \$25,000.00 and invest in a 6 month CD and then roll each CD over every 12 months.*

*This will mean we have cash on hand of \$25,000.00 and a \$25,000.00 CD available every 6 months should we need it.*

*Will this meet our cash flow demands? Responses indicated that the GeoTech budget is about \$15,000.00 that we spend about \$2,800.00 annually on student forums/chapters and a further \$3,000.00 on our annual website management contract.*

*These numbers indicate that the proposed \$25,000.00 in our business account should meet all "usual" expenditures in any year.*

*The meeting agreed that this proposal should be further discussed with Sun Trust Bank and presented for formal vote of the Board.*

### **Agenda item 2: Tech tours:**

The GeoEye tech tour planned for Friday is ready to go. Robert Black reported that there would be an actual viewing of a satellite pass. Refreshments will be provided for all 40 members signed up for the visit.

### **Agenda item 3: GeoTech:**

*The approaching GeoTech meeting is raising questions. Yogen reported on his approach to students about a poster session and found two responses.*

*Other points discussed:*

- *Time to send out a second email blast about Geotech 2011*
- *Cost of sending a post-card to all members is about \$500.00*
- *Discussion recommended a pdf brochure sent to the url list NOT a post-card.*
- *John Manzer asked for suggestions on how to drive up registration for GeoTech 2011*
- *Registration numbers are disappointing*
- *Almost cut-off time for early bird discount registration, new email blast needed*
- *Continuing Education Unit (CEU) credits are available from Mason for attendees*
- *Cost is \$50 payable to Mason to create a CEU system and a personal certificate is \$20 extra (for govt. and non-profit) and \$30 extra for businesses*
- *Do we track this?*
- *Last year application for CEU credit was received from 22 out of 130 registered attendees*
- *The meeting agreed that the CEU credit should be put in place.*

*Based on Yogen's observation that NGA is 15 years old and we should have a reception in recognition of this at GeoTech 2011, John Manzer agreed that Yogen should send invitations to all honorary members of ASPRS residing in the Region. Yogen proposed that a special letter be sent to all past-presidents of ASPRS Potomac Region inviting them to the reception. Chris Parrish will invite all past chairs of the GeoTech Days. The Region should recognize all those who contributed to the growth of GeoTech and Yogen will prepare and present an address at the GeoTech 2011. John Manzer and Yogen Singh will meet and decide all recognitions and awards for this occasion.*

*In response to John's request for suggestions to drive up registration the following were offered.*

- *Use LinkedIn event page and create a thread under John's profile*
- *Start a LinkedIn portal and drive registration through this*
- *We have only 2 exhibitors and we need 10 or 11*
- *Compile an Exhibitors List*
- *Ask corporate members if they would consider sponsoring GeoTech if they can't exhibit*
- *Organize an internal email blast within NOAA*

*John Manzer reported that NOAA's Science Center and Conference Center are booked and the usual audio-visual services. Geotech 2011 seems to be developing well.*

*There being no other business the meeting adjourned at 7.10 p.m.*