

Minutes: ASPRS Potomac Region Board Meeting, 16 April 2018

Board Members Present:

Gang Chen (President)
Jackie Carr (Vice President)
Chris McGlone (Immediate Past President)
Mukul Sonwalkar (Region Officers Council Representative)
David Lasko (Secretary/Treasurer)
Evan Brown (Region Director)

Board Members Absent:

David Alvarez (Region Director)
Michael Paquette (Region Director)
Yogendra Singh (Historian)

1. **Opening:** The meeting was held via teleconference and was opened by President Gang Chen at 6:02 pm; a quorum was present. The minutes from the March Board meeting were unanimously approved.
2. **President's Report (Chen):**
 - Relationship development with Dr. Lorraine Tighe and Esri's Vienna facility
 - Gang is awaiting a response from an earlier email which he sent to establish the relationship. He will continue pursuing this.
 - Historical GeoTech conference documents
 - Paul Bresnahan sent Gang his collection of GeoTech conference documents. Gang will share these with Jackie to assist with her investigation into the feasibility of conducting a GeoTech conference.
 - New technical tour ideas
 - Esri in Charlotte, NC – Gang will contact them regarding a tour of their products and technical services.
 - PrecisionHawk, Raleigh, NC - PrecisionHawk sells drones, sensors, operational software, exploitation software and related services to the agricultural, insurance, construction, energy and government industries. Gang will contact them regarding a tour for the NC chapter.
3. **Vice President's Report (Carr):**
 - GeoTech Background
 - Jackie provided a review of the themes, dates, financial aspects and planning process for the past GeoTech conferences dating back to 2003. See the attachment for details about past conferences.
 - GeoTech has usually been held in the fall with 1 day for workshops and 1 day for speakers.
 - Setting themes that are industry oriented may help to increase attendance. In the past, many conferences were held at NOAA, which did not charge for use of the facility and attracted many employees.

- The financial gain/loss for most years is not known at this point in time. In general, the conferences have not provided a lot of profit for the region. Discussion indicated the board considers value for members more important than making a profit, as long as potential losses are small.
- Conference planning and management require a lot of effort and time. Several board members need to be committed to work on a variety of tasks for a duration of six months or longer. Since no one on the board has been involved in GeoTech planning, it may take more effort and time to plan a new one. See the attachment for more details regarding the planning process.
- ASPRS may assist us in getting speakers and perhaps in other ways. In the past they have conducted certification workshops.
- Key questions:
 - Is this a valuable way to help members?
 - Would smaller, more frequent events targeted for specific audiences held at different locations across the region be more valuable? For example, conducting tours and workshops at different companies.
- Jackie will lead a sub-group to explore the feasibility of conducting a GeoTech conference this year. Gang and Dave volunteered to help with this. The group will meet this month and report at the next board meeting.

4. Secretary/Treasurer's Report (Lasko):

- Total in accounts as off March 31: \$33,858
 - Checking \$6,586
 - Money Market \$27,272
- March income: \$560 from 2017 Annual Dinner receipts.
\$70 deposit
- March expenses:
 - None
- April expenses as of April 16:
 - Check disbursed to Martin Wills for first quarter web maintenance: \$165
 - Sponsorship of JMU events: \$180

5. Region Directors' Report (Alvarez, Paquette, Brown):

- Events and tech tours: Brown
 - Evan will reach out to Vricon regarding a tour.
- Student Chapter News: Brown
 - Evan acknowledged the success of our support to the JMU events.
 - Other student chapters did not respond to our emails offering support. He will reach out to the other student chapters at the end of the summer. Gang will send personal emails to the faculty advisors of the chapters to further encourage use of our support.

6. Regional Officers Council Representative's Report (Sonwalkar):

- Summary of April HQ meeting:
 - ASPRS expressed gratitude for the financial support of the regions. They may ask for an extension of the loan later in the year.
 - ASPRS is planning on selling a condo in Bethesda to provide more funding.
 - ASPRS can provide \$1000-\$1500 to support regional events that encourage new and renewed memberships. Mokul will send out a list of options regarding this.

7. Meeting was adjourned at 6:42 pm.

Attachment: Informal GeoTech General Review

Informal GeoTech General Review

16 April 2018

General Structure: 2 day event with workshops scheduled for day 1 and presentations on day 2

Year	Theme	Dates	Location	Gain/Loss
2015	Sensor Design Considerations for UAS Platforms: A User's Perspective*	9/23-24	Johnson Center, GMU	\$218.25
2013	Open Source Methods, Open Standards and Geospatial Data Quality	12/9-10**	Keck Center, National Academies	
2012	Human Geography is much more than Human Terrain: Elevation Sources and Reference Systems	10/25-26	Marriot at Fair Oaks, Fairfax	
2011	Emergency Preparedness and Response	10/12-13	NOAA, Silver Springs MD	
2010	A Spectrum of Visions: Perspectives across the Photogrammetry & Remote Sensing Community	9/27-28***	Johnson Center, GMU	
2009	Geospatial Infrastructure: Looking to the Future	10/5-6	NOAA, Silver Springs MD	
2008	Emerging Geospatial Technologies and Applications (billed as 15 th Annual) ****	10/7-8	NOAA, Silver Springs MD	
2007	Applying the whole Imaging spectrum to solve geospatial challenges	4/3-4	NOAA, Silver Springs MD	\$4,330.42
2006	No event			
2005	Standards in the evolving geospatial world	9/27-28	NOAA, Silver Springs MD	\$1000.00 anecdotal
2004	Multi-Resolution Solutions: Using all the Tools in the Toolbox	10/19-20	NOAA, Silver Springs MD	
2003	High Resolution: Choosing your Zoom in a Data Rich-World (billed as 11 th annual)	10/7-8	NOAA, Silver Springs MD	

*Board minutes indicate planning began more than a year in advance

**10 Dec rescheduled to 24 Jan 2014 due to weather

*** Dates unpopular due to start of gov't FY

****event also included an ASPRS Certification Workshop for which Nat'l received 90% of profits

Typical Planning Period/Process:

- No less than 6 months given fully active conference planning committee;
- Board meeting minutes from earlier years show next year planning in progress while executing current year indicating an even longer overlapping planning period.
- Planning generally performed by 6-8 person committee with assistance from remaining board as event neared to overcome issues; VP chairs planning committee since board restructure streamlined committees, other roles mentioned in 2014 board minutes include Technical Program, Outreach/Registration, Finance/Budget, Vendor and Sponsor Chair, Student Volunteer Coordinator, and Facilities/Logistics(catering) Coordination
- Appears planning committee typically met bi-weekly for the 6+ months prior and weekly as the event approached.