

Minutes: ASPRS Potomac Region Board Meeting, 16 July 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)
Hope Morgan (Region Director)
Michael Paquette (Region Director)

Board Members Absent:

Yogendra Singh (Historian)

1. **Opening:** The meeting was held via teleconference and was opened by President Gang Chen at 6:10 pm; a quorum was present. The minutes from the June Board meeting were unanimously approved.
2. **President's Report (Chen):**
 - The Region will not conduct a large conference event for the near term future. It is costly and may have low attendance. We will pursue several smaller events such as tours and webinars.
 - Six technical tours are currently being planned as follows:
 - DC area:
 - Smithsonian museum
 - Vricon
 - NC area
 - Geodynamics
 - NC Emergency Management Office
 - PrecisionHawk
 - Esri
 - Next year we will plan on becoming involved with two events of other organizations in Maryland:
 - TUgis
 - MD state geographic committee
 - The region will maintain the currency of its social media sites, including photos:
 - Website: <http://asprspotomac.org/> (update sent to Martin Wills, willsm@missouri.edu)
 - LinkedIn: <https://www.linkedin.com/groups/132717/profile> (update sent to Chris or Gang)
 - Facebook: <https://www.facebook.com/asprspotomac/> (update sent to Chris or Gang)
 - Twitter: <https://twitter.com/asprspotomac> (update sent to Chris or Gang)

- The Board discussed potential regional awards to be presented at Region's Annual Dinner. Ideas include providing career awards for young members, providing certificates but not necessarily money, and not tending to give awards to the same people. Please send any ideas to Gang.

3. Vice President's Report (Carr):

- Jackie emphasized the importance of the coordination of the Region's events as they move from one big event to frequent, smaller and more local ones. To this end she has developed spreadsheets to facilitate development and tracking of these events. The Conference Tracking Spreadsheet contains information regarding many events of interest to Region members occurring regionally, nationally and internationally. The Potomac Region Event Schedule and Contacts Spreadsheet contains information regarding Region events. These can be accessed on the Region's google drive:

[Event Planning and Coordination](#)

- More events are needed for next spring. Please bring any ideas forward for discussion at future meetings.
- The region will not be involved in TUGIS this year. The TUGIS planners indicated they do desire to have the Region support it next year.

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

- Total in accounts as of June 30: \$ 33,589.14
 - Checking \$ 6,313.63
 - Money Market \$ 27,275.51
- May income: None.
- May expenses: None

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

- Vricon (Evan)
 - Vricon has agreed to host an event; the schedule will be available after July 30. This will likely be in September or October.
- TUGis (Dave)
 - The Region will participate next year.
- Library of Congress (Evan)
 - A possibility for next year.
- Smithsonian Tour (Jackie)
 - Jackie has found a contact, a former ASPRS member, who has agreed to work on a tour for the region. This is a possibility for either the fall or the spring but should not be scheduled too close to the Vricon tour. This can be a family friendly event, which will affect its scheduling.
- NC Emergency Management Office (Hope)
 - Hope is arranging a tour at the end of a related conference.
- Geodynamics (Hope)

- Date is being worked, likely in late November.
- Esri - Charlotte (Gang)
 - Will occur this fall.
- Esri - Vienna (Gang)
 - Gang is working this with Kurt Schwoppe of Esri
- Precision Hawk (Gang)
 - Date not set yet.
- Additional possibilities for next year (Gang)
 - Maryland State Geographic Information Committee (MSGIC); Julie Spangler POC JSpangler@jmttg.com.
 - NCGIS conference, Winston-Salem, NC (2/27-3/1, 2019). Hope will forward more information.
- How to set up a tour (Mike)
 - Mike has developed a set of notes on how to set up a tour – these are included as an attachment.
- Student chapters (Evan)
 - Evan will pursue new student contacts once the fall semester has started.

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

- Mukul indicated ASPRS is looking for nominations from the regions for the Rising Star Program; he will clarify what is needed and provide this in the near future.
- ASPRS desires that the region databases get cleaned up.

7. Other Relevant Business:

- Hope recommended attendance at the NC statewide conference and the NC GIS conference.

8. Meeting was adjourned at 6:55pm.

Attachment: Organization of Tech Tours:

1. Determine an organization, company, or agency that the organization would have interest in visiting and learning about.
2. Conduct a bit of research (on-line) to determine a point of contact for public affairs or something similar. This could take a bit of looking, and even a few calls. Sometimes it is helpful to know someone within the company/organization/agency to help facilitate contact.
3. Contact the POC of the company and discuss availability.
 - a. In this contact, the POC may ask what is desired. An overview of the company/organization/agency's mission.

b. Discuss if the "tour" will be a presentation, or an actual walk around of the facility/lab, or a technology demonstration.

4. Scheduling. The tour will need to be set up at some future time from when you are speaking with the POC. This scheduling will need to take into account contact of ASPRS members and determine interest and attendance. This time scheduling can be a few months in the future. Some tours will require that amount of prior planning.

a. Scheduling will also need to take into account any security requirements, if necessary. (Ie... the last NASA Goddard tour, NASA required driver's license info 10 days in advance to verify US Citizenship)

5. Advertising of the tour to the members to determine interest.

6. Set the numbers with the place being toured in advance of the tour.

7. Keep in communication with your POC to ensure the event is still a go.

8. Attend the tour and have fun.

9. Set up a meeting place for after the tour to have a social, if applicable/available.

Some potential companies/organizations/agencies (in the DC area) for tech tours:

USGIF

DigitalGlobe

USGS

NGA

Esri

Smithsonian Aerospace Museum

NASA Goddard Space Flight Center

Aurora Flight Sciences (Drone Company)

MAG Aerospace (manned and unmanned aviation)