

**Minutes: ASPRS Potomac Region Board Meeting January 21, 2019**

**Board Members Present:**

Gang Chen (President)  
Jackie Carr (Vice President)  
Chris McGlone (Immediate Past President)  
David Lasko (Secretary/Treasurer)  
Evan Brown (Region Director)  
Hope Morgan (Region Director)  
Michael Paquette (Region Director)  
Harold Rempel (NC Chapter President)

**Board Members Absent:**

Mukul Sonwalkar (Region Officers Council Representative)  
Yogendra Singh (Historian)

**1. Approval of December meeting minutes**

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 December Board meeting were unanimously approved.

**2. President's Report: Chen**

- a. Board election results
  - o Region Council Representative: Evan Brown
  - o Secretary-Treasurer: Kunwar Singh
  - o Region Director: Kevin Dobbs

Forty-five members voted this year.

b. New standing committees

- o Nominating Committee: Chen (Past President), Singh (Secretary-Treasurer), region member (appointed by President)
- o Technical Program Committee: Lasko (Vice President), region directors
- o Membership Committee: Region Director and other members
- o Awards Committee: Two to three Members, including an officer
- o Education and Professional Development Committee: a Region Director and at least one Member from Academia (Dr. Tim Warner at WVU or Chen at UNCC?)
- o Communications Committee: a Board Member (Chen?) and one or more Region Members

The Board agreed to report the election results and the chairs of the Nominating Committee and the Technical Program Committee at the end of the three week deadline. The rest will be reported as TBD, with names provided in early spring after the March Board meeting, where the issue of not only naming chairs but also whether or not to continue all committees will be discussed. In the reporting of the election results, Dave will pulse ASPRS to see if they have any issue with having TBD chairs for a couple of months.

**3. Vice President's Report:** Carr

## a. Annual dinner planning and menu (with Brown)

Dave will ask Mathew at ASPRS end out an email to PR members announcing the annual dinner.

Jacki visited Founding Farmers today and tested the wifi, projection system and sound system in the room where we will be meeting. Everything should work fine. ASPRS will allow us to use their zoom web conferencing tool so others can dial into the evening program. Hope indicated the NC chapter will explore options to join the program electronically, including student chapter participation. Mike and Jackie will pursue the feasibility of the JMU chapter participating remotely. Program start time will need to be fixed in advance.

Evan discusses the menu options. The most flexible meal option, option 3, was selected. This will provide a house salad and soup of choice for appetizers, a main course with choice of beef, chicken, fish and vegetarian meals. Shrimp risotto will be substituted for the vegetarian meal if not many are required. There will be three deserts on the each table, notably including donuts.

**4. Secretary-Treasurer's Report:** Lasko

## a. Annual report sent out. As of Dec 31 put in table

Total in accounts:	\$33,341.02
Business Banking	\$6,058.63
Money Market	\$27,282.39
Expenses:	\$2,611.69
Dinner:	\$1,680.31
JMU Chapter:	\$107.38
Web maintenance:	\$824
Income:	\$1,183.65
Dinner:	\$1,170 (includes \$530 from 2017 dinner)
Interest:	\$13.65
Additional 2018 expense paid in January:	\$539
JMU Chapter:	\$150 (Cashed late)

Net expense: \$1400

Effective expense \$2000

## b. Budget 2019

Dinner cost:	\$2000
Dinner revenue:	\$ 500
Web maintenance:	\$1000
Student chapters:	\$ 500
Misc:	\$ 500
Anticipated total:	\$3500

## c. NC Chapter Web

- Martin indicated straightforward to add but cost depends on volume
- Assumes existing WordPress template
- Hope could edit it
- Blank tab has been added to Region website
- Hope working with Martin now regarding content and how much Hope can do vs Martin
- Hope can access webpage, and can do most of the work. She may have student who can edit her stuff and also ours.
- Could we do more to offset cost?

**5. Region Director's Reports:** Brown, Morgan, Paquette

a. Update on student chapters and potential tech tours

Hope: She is working with a student group to set up a separate student chapter. She and another member have been exploring what content to put in their website. She is researching the possibility of a tech tour associated with ARCGIS symposium in March.

**6. Region Officers Council Representative Report:** Sonwalkar

a. Update on ROC meetings

No report.

**7. Other relevant business**

None.

**8. Meeting adjournment**

The meeting was adjourned at 7:04 pm.