

*American Association for Geodetic Surveying*

Board of Directors

Meeting Minutes

**Thursday, December 13, 2018**

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1. Open meeting, President

- A. The Board of Directors meeting was called to order by President Charles Ghilani at 16:06 hrs. EDT.
- B. President Charles Ghilani called the roll:
  - i. Present: Charles Ghilani, President; Thomas Meyer, President-Elect; John Hamilton, Immediate Past President; Herb Stoughton, Director (2nd year); Earl Burkholder, Acting Director; Elisabeth Rollins, Acting Recorder; Dan Martin, Treasurer; Steve Briggs, Parliamentarian; Dave Doyle, AAGS/NSPS Liaison, delegate to NSPS Foundation; J. Tony Cavell, invitee; Dave Zilkoski, Ed J. O'Brien.
  - ii. Absent: Dan Gillins, Vice-President, Director (3<sup>rd</sup> year); John Bean, Director (1<sup>st</sup> year); Dan Roman, Secretary; Ronnie Taylor, Reporter (Association Editor); Brian Riniker, invitee; Allen Nobles, invitee.
  - iii. At least two directors were present as well as a quorum; therefore, the meeting was authorized.

*Please note: Callers not using a speaker phone can be heard most clearly and easily.<sup>1</sup>*

2. Agenda

- A. Upon call for additions, Meyer proposed an entry to follow the Treasurer's Report, regarding a change in the role of AAGS/NSPS Liaison/delegate to NSPS Foundation.
- B. AAGS Parliamentarian Briggs made a motion for acceptance of the amended AAGS BOD agenda, and President-Elect Meyer seconded the motion.
- C. Acceptance of the AAGS BOD agenda was approved without dissent.

3. Treasurer's Report (Martin)

- A. Operating income remains about level, with a net income of \$800.73.
  - i. Income comes primarily from membership dues and publications income.
  - ii. Hopefully further influx of monies as people renew their membership.

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<sup>1</sup> <https://www.conferencecallsunlimited.com/blog/10-ways-to-improve-audio-on-your-conference-call/>

- iii. Expenses are typical (SaLIS, promotion, affiliations, and administrative expenses).
  - iv. Profit and loss may indicate that AAGS is ahead on one thing and behind on another, hopefully to be resolved next year with a more in-depth budgeting account, as discussed between Meyer and Jupin.
- B. The Treasurer's report was accepted without further questions.
4. After a successful on-line vote to approve (Pass-6, Abstain-1), Rollins was directed by President Ghilani to set up a LinkedIn company website for the AAGS, with Steve Briggs as Administrator.
5. Following many years of distinguished service, AAGS/NSPS Liaison and delegate to NSPS Foundation Dave Doyle would like to move on and give that position to someone else.
- A. Doyle stated that he loved this role, but no one should hold it forever.
- i. Lots of exciting new stuff coming.
  - ii. Need "new blood" to represent AAGS as we move forward, e.g. more involved with the new reference frame.
  - iii. Suggested Dave Zilkoski, Michael Dennis, Dan Gillins.
  - iv. Doyle will be happy to work with the next person, make introductions, walk them through the tasks, etc.
- B. Thanks to Doyle for many years of service. Three cheers for Dave. Meyer expressed that his service is super appreciated by all.
- C. Martin requested that Doyle put some thoughts in writing regarding the goals and tasks of this role; what the person should expect and be doing.
- D. Meyer began discussion of candidates for this position by suggesting Ed J. O'Brien, PLS, Director of the Rhode Island NSPS.
- i. Martin indicated concern that AAGS have someone less affiliated, with first allegiance to AAGS, as liaison between the organizations.
  - ii. Briggs likewise indicated a slight reservation, supporting Michael Dennis or Dan Gillins as candidates fully capable to speak to both organizations.
  - iii. Ed J. O'Brien has withdrawn, suggesting that someone from another part of the country might be best to address nationwide issues. Dennis is located in Arizona half the time.
  - iv. Jesse Kozlowski, Gary Thompson, and Jacob Heck were named as candidates. Doyle is impressed with Heck's participation in local meetings and involvement in NGS as a go-getter.
  - v. Heck appears to have both AAGS Student and Fellow memberships (two member numbers), pointing to a possible inconsistency in membership processing. Dan Gillins did not appear on the list of members. See Membership Committee below.

- vi. Meyer will reach out to candidates. If they are not interested in the liaison/delegate position, perhaps they may become active in other ways.

## 6. Committee Reports

### A. Election Committee (Hamilton)

- i. The ballot has been sent to voting members, to be returned by Friday, the 14<sup>th</sup> of December.
- ii. Results are to be posted the following week.

*As posted by Chuck Ghilani 12/21/18*

- Dan Gillins was selected as the President-elect.
- Tony Cavell was selected as the first-year director.

*Congratulations to Dan and Tony.*

### B. Membership Committee (Zilkoski)

- i. The Membership Committee (Zilkoski, Taylor, Martin, Briggs) will follow up on action items covered in previous meeting notes, beginning with:
  - Changes to the AAGS bylaws.
  - Create fee structure to include small organizations with 2-3 employees.  
Small shops could remain priced as individual members, while shops with five or more employees could benefit from an appropriately priced corporate membership.  
Need to touch base with firms and find out where corporate membership would be beneficial.  
Cavell received confirmation that AAGS does not yet have a corporate membership rate.  
Vendors may also be interested in a corporate rate, as they like to show that they are supporting a related industry -- GPS, engineering, surveying, etc.
- Hamilton as business owner will be glad to be of help in this, and is to be included in emails.
- ii. Martin indicated a need for change to the online form that allows payment of dues.
  - A solution is needed in the website to prevent renewal of membership from creating a new member number.
  - Also needed is a way to resolve the existence of multiple memberships.
  - A bold, highly visible instructional alert might be the solution. Alternatively there could be “new member” and “renewal” buttons, of which the “renewal” routine would require the member number.

- Martin will write up a brief description of the problem, so that Meyer can look into this with Eric Colburn (web guru with AAGS web database) and Patricia Milburn (with parallel database which may be a dump from Colburn's database).
- C. Utility Engineering and Surveying Institute (UESI) Ad hoc Committee (Martin)
- i. Martin has nothing to submit to the BOD as yet. He is pulling out the work that Bob Jupin has done for AAGS, to break it down.
    - This will show what has been paid to NSPS, and what Jupin has accomplished for AAGS, for SaLIS, for memberships, etc.
    - The result will be a well-categorized account of what Jupin does for AAGS, and how much AAGS has spent for each activity.
    - Looking at the support AAGS receives from NSPS (Patricia Milburn, Bob Jupin, other NSPS staff), the final write-up should reveal that AAGS gets a very good deal on these services.
    - AAGS can use the result to make decisions about shopping around for other service providers.
  - ii. Ghilani had asked Zilkoski to create an Affiliation Agreement for organizations.
    - This shouldn't take too much modification from the State Society form.
    - Zilkoski felt that it was done, but Ghilani did not recollect seeing it.
    - AAGS can at least establish an Affiliation Agreement with UESI, because the MOU is insufficient.
  - iii. Martin asked whether AAGS has a renewed MOU with NSPS for 2018, to reflect increased rates as staff has changed.
    - Meyer indicated that the most recent MOU is from 2014;  
That the MOU documents the specific per hour cost for each staff member, which has changed even though the MOU was not brought up to date;  
That the MOU is in effect until terminated; and  
That a new MOU might not be required, but an addendum is needed to cover rate adjustment.
    - Martin stated that AAGS needs to touch base with Curt Sumner to make sure the paper work is in order, and the fee structure reflected in the AAGS budget, probably before January 1, 2019.
    - Meyer sent the latest (2014) MOU to Martin, Zilkoski, and Briggs, just FYI.

- iv. Zilkoski will resend the Affiliation Agreement with all edits so far, for use with UESI and possibly with NSPS as a whole. Affiliation with NSPS stipulates a business relationship.
  - Cf. email (UESI MOU and Affiliation Announcement template attached)  
From: CHARLES DANIEL GHILANI cdg3@psu.edu  
Date: Fri, Apr 27, 2018 at 10:29 AM  
Subject: FW: First Draft MOU of the UESI-AAGS
  - Cf. email (State Society Affiliation Agreement template attached)  
From: Meyer, Thomas thomas.meyer@uconn.edu  
Date: Tue, Mar 20, 2018 at 8:50 AM  
Subject: RE: 03/08/2018 AAGS Meeting Minutes
- v. Ghilani indicated that State Societies could affiliate with AAGS through NSPS.
  - All State Societies (except California) are members of NSPS.
  - Articles of affiliation with NSPS would cover affiliation with State Societies, as well.

D. Advertisements Approval Ad hoc Committee (Zilkoski)

- i. A template is developed for submission to the BOD for review. It is intended for sending any email announcement advertising vacancies as they come up. See November meeting notes.
- ii. The LinkedIn company page is also an appropriate channel for announcing vacancies.

E. Geodetic Certification Committee (Stoughton)

- i. Meyer has included a list of Geodetic Specialties on the new AAGS LinkedIn company website, to include:

Geodesy	Geographic Information Systems
Geodetic Datums	Geographic Information Science
Geodetic Reference Frames	Mathematical Cartography
Geodetic Reference Systems	Map Projections
Land Surveying	Equipment Testing and Calibration
Land Information Science	Global Navigation Satellite System
Geomatics	Surveying and Education

7. Surveying and Land Information Science (Meyer/Ghilani)

A. SaLIS Ex-Comm (Meyer)

- i. Nothing to report.

B. SaLIS Editor’s update (Ghilani)

- i. The November issue has been published.

- ii. NGS employees are requested to provide informational articles on 2022 Datum and SPCS changes.
8. President Ghilani expressed Happy Holidays to all.
- i. ...with thanks to everyone and readiness to pass the gavel to President Elect Meyer.
  - ii. Briggs indicated that this shall be the first item following the opening of the January 2019 meeting.
9. The next meeting of the AAGS BOD is scheduled for Thursday, January 10, 2018, @ 4:00 PM EDT.

*Suggested Future Board meetings for 2019 are shown below. If a sufficient number of Board members express conflict with a specific date, the meeting will be rescheduled.*

January 10 @ 4:00 PM Eastern Time
February 14 @ 4:00 PM Eastern Time
March 14 @ 4:00 PM Eastern Time
April 11 @ 4:00 PM Eastern Time
May 9 @ 4:00 PM Eastern Time
June 13 @ 4:00 PM Eastern Time
July 11 @ 4:00 PM Eastern Time
August 8 @ 4:00 PM Eastern Time
September 12 @ 4:00 PM Eastern Time
October 10 @ 4:00 PM Eastern Time
November 14 @ 4:00 PM Eastern Time
December 12 @ 4:00 PM Eastern Time

10. AAGS Director Stoughton read: *“For the Good of the Order, the AAGS Board gives the President and Treasurer the authority to carry out the day-to-day activities of the AAGS until the next Board Meeting.”*
11. Briggs made a motion to close the meeting. Meyer seconded the motion, and AAGS President Ghilani adjourned the meeting at 16:57 hrs. EDT. Happy Holidays!

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Respectfully submitted,

Elisabeth Rollins

Acting Recorder

File: Documents\AAGS\AAGS Board Minutes December 13, 2018 final.docx

Date: January 4, 2018

Compiler: Elisabeth Rollins