

Background: “AGC 2018 Review” Discussion

Presentation to the board that summarizes any and all AGC 2018 financial and attendance information currently available (as of the board meeting).

Background: “Continued Business Items from New Orleans Meeting” Discussion

Recognition and division of conference roles

AGC is an organization that is large and complex enough that one person cannot and should not be expected to do it all. To promote effective leadership and efficient operations, we need to recognize the major task areas necessary to the survival and growth of the conference. I recommend recognition of the following roles with dedicated board member assignments, but before finalizing we need further discussion and definition of the job descriptions for these and other roles.

- Existing positions (requires definition of job descriptions: this overlaps with constitution/bylaws discussion below)
 - President
 - Executive Director
- New positions/roles (need consensus on positions to recognize, definition of job descriptions)
 - Secretary
 - Treasurer
 - Local arrangements chair/subcommittee (planning support for the immediately upcoming meeting)
 - Venue recruitment (future host identification and initial planning, 2-5 year rolling window)
 - Student competitions coordination
 - Journal operation/editorial leadership
 - Website and social media coordination
 - Sponsorship liaison
 - Government liaison

Creation of new AGC Constitution and Bylaws documents

Since AGC is a complex organization, we need ground rules to define what we are about and how we will carry out our goals. Specifically, I recommend we establish an AGC constitution and an AGC bylaws document.

- **Constitution:** a primary, governing document that outlines the overall mission and structure of the AGC organization

- **Bylaws:** a secondary, supporting document that defines specific policies that facilitate and support the actual carrying out of the overall mission and maintenance of the organizational structure outlined in the constitution document

The AAG's constitution and bylaws provides one example of how one organization that is closely related to our own has structured their governing documents. However, given that AGC differs in important respects from the AAG, we need to come up with a constitution and bylaws that accounts for our specific situation.

Financial picture and current AGC operations

We need to discuss the current income and expense picture for the organization, and what this picture means for the AGC as we prepare for AGC 2019. Primary areas requiring recognition and focused discussion:

1. Annual meeting
2. Journal operation

AGC 2019 (Charlotte) status update

This update will provide a picture of progress made to date with all plans associated with the AGC 2019 meeting. Discussion will include venue, financial, and scheduling considerations.

Future meetings: AGC 2020 and beyond

This update will provide an update on potential AGC venues for 2020 and onward. Discussion will include a listing of potential hosts, associated issues related to our venue choices, and an invitation for recruitment of other potential venues that have not been identified as of yet. A reasonable goal here would be to establish a working list of future venues in a rolling, 2-5 year window.

Background: "New Business" Discussion

Registration policy

At AGC 2018 we received several requests for special registration fee reductions that we handled on an ad hoc basis. It would be helpful to develop a formalized policy for retired persons, less-than-fully employed persons, and large undergraduate student groups for future, consistent application.