

# ***Applied Geography Conferences***

## ***Summer 2020 Board of Directors Meeting Minutes***

June 12, 2020

### **Call to order**

Board President Dwyer called the meeting to order at 1:35 PM (EDT) via Zoom.

### **Attendance**

The following were in attendance: Board President Tom Dwyer, Executive Director Murray Rice, Board Members Denise Blanchard, Harrison Campbell, Dawna Cerney, Jon Comer, Tony Hernandez, Jay Lee, Jay Newberry, Linda Peters, Michael Ratcliffe, Sheila Steinberg, Chetan Tiwari, Clayton Whitesides, Brandon Vogt, and Student Representative Claire Burch.

### **I. Approval of April 9, 2020 Meeting Minutes**

Minutes were approved unanimously after a motion by Vogt and a second by Hernandez.

### **II. Bylaws (Pre) Conclusion**

Hernandez led discussion of the status of the Bylaws. He noted that they must be approved at the conference so that must wait until October, but based on the discussion at the Spring Board meeting and comments and corrections sent to him afterwards the modifications made included:

- Removing mention of our specific publisher as that could change;
- Modification of the term limits language to include a minimum break of 2 years before returning to the Board.

Hernandez also feels AGC would be best served by developing a memorandum of understanding between the conference and the journal.

### **III. Papers in Applied Geography Journal Update and Status**

Lee reviewed the status of the journal. A lengthy summary was provided by the publisher in March 2020 which spawned much discussion. In particular, ways of increasing subscriptions and readership remains the main concern as we are currently listed on only one citation index. Continuing to develop special issues was a popular idea, in particular military geography as well as medical and health geographies, but Lee will welcome any ideas that Board members want to send his way.

#### **IV. Planning Update for AGC 2020**

Rice discussed the upcoming virtual meeting, and in particular the fee structure in place which is currently \$50 for regular registrations and \$25 for students. Much concern exists that with the conference required to pay the journal publishers \$45 per participant, the conference could incur a significant loss of income if hundreds of students register. Discussion brought up a number of possible solutions:

- Increase the registration cost \$10 per level or more. Currently there are only 4 registrants, so it would not be hard to increase the fee somewhat. It would probably be fairest to allow the 4 registrants to “grandfather in” with their super-early-bird payment but increase the cost soon as registrations will pick up in advance of the deadline.
- Stagger the fee structure with a lowest rate for undergrads, higher for graduate students, and highest for non-students.
- Have “partial” registrations, such as single-day (or session) registrations, keynote only, etc. One key would be to make sure the publisher did not still consider these “audit” registrations as counting for the \$45 per person fee we owe them.
- Discussion focused on what other conferences similar to AGC are doing, what the AAG charged in April, etc.
- Rice indicated that a poll would be sent out quickly to the Board to “vote” on the best way to proceed regarding the 2020 conference registration fee.

#### **V. Participation Needs for AGC 2020**

Rice had previously distributed 5 areas of need for making the conference run smoothly:

- Session and Speaker Recruitment
- Sponsorship Recruitment
- Program Development
- Conference Session Oversight Team
- Conference Communications Team

Due to time constraints Rice did not ask for names of volunteers at this time but he will gladly accept volunteers at any time, the sooner the better. The Board did discuss how these would function, and it was agreed that each team would have a Chair and a number of members commensurate to the task. Vogt and Whitesides discussed their ideas for the student paper/poster competition, including the probability of students uploading posters ahead of time for judge review and possibly having the oral presentations pre-recorded to minimize technical issues during the conference but to have synchronous Q&A sessions after each video presentation was played. There was good agreement that this was a good idea and might even expand to other sessions.

## **VI. Financial**

Tiwari summarized the conference's financial situation. AGC surrendered \$2,800 for cancelling with the conference hotel in Baltimore, there were some other small expenses, and the 2019 tax return was filed on time despite the deadline extension. He has also explored video-conferencing options and the Zoom Business Plus plan is only \$200 and can have up to 10 people who can run the conference, allowing for that many break-out sessions for paper sessions. This seemed like a very modest cost and will best serve our needs.

## **VII. Other Business**

No other business was brought to the Board but Rice reminded members who were able to stay on Zoom for the informal discussion planned on current social issues and the AGC's response.

## **VIII. Adjournment**

Dwyer adjourned the meeting at 2:47 PM. (EDT)

Minutes submitted by: Jon Comer, Secretary, June 12, 2020

Minutes approved by: Murray Rice, Executive Director, June 14, 2020