

# AGC Board Meeting Notes

## Murray Rice Agenda Items

### Item 2 From Meeting Agenda: Welcome to New Board Members

Denise Blanchard (Texas State – San Marcos, Texas)  
Sheila Steinberg (Brandman University – Irvine, California)  
Claire Burch (University of Oklahoma – Norman, Oklahoma)

### Item 5 From Meeting Agenda: AGC 2020 and Coronavirus Pandemic Response Planning

From our Hotel Indigo Baltimore (AGC 2020) Contract

#### CANCELLATION

The parties agree that the event which is the subject of this Contract will generate revenue for Hotel from a variety of sources, including guest rooms, food and beverage events, and other charges for additional services (including, incidental charges for food and beverage and other hotel amenities) that would be incurred by individual guests and by Group. If Group does not fulfill all its commitments or cancels in its entirety this Contract, Hotel will suffer damages that will be difficult to determine. The parties agree that the Attrition and Cancellation clauses provide for liquidated damages that have been specifically agreed upon by the parties as a reasonable estimate of the Hotel's losses and do not constitute a penalty of any kind.

Hotel estimates that the Minimum Revenue it will receive from this event if it is held as agreed pursuant to this Contract is as follows:  
**Minimum Guest Room Revenue: \$8,450.00**

If Group elects to cancel this Contract for any reason other than a termination for cause or pursuant to the FORCE MAJEURE clause of this contract, Group agrees to provide written notice to Hotel accompanied by the payment indicated in the following scale:

- From the date of contract signing to 180 days prior to arrival date 25% of estimated revenue.
- From 179 days to 90 days prior to arrival date 50% of estimated revenue.
- From 89 days to 31 days prior to arrival date 75% of estimated revenue.
- From 30 days or less prior to arrival date 100% of estimated revenue.

If such payment does not accompany the Group's cancellation notice, the amount owed by the Group shall be determined in accordance with the scale above by using the date the payment is made by Group to Hotel, rather than the date Group provided notice of cancellation to Hotel. The option to cancel is agreed by the parties to constitute the exercise of a contractual option and not a default.

#### FORCE MAJEURE

The performance of this Agreement by either party is subject to acts of God, government authority, disaster or other emergencies, any of which make it illegal or impossible to provide the facilities and/or services for your meeting. It is if this Agreement may be terminated for any one or more of such reasons by written notice from one party to the other without liability.

Beyond the contractual items we should be concerned about and paying attention to, there is also the broader issue of continued existence and growth in our new social context. What is the best and most appropriate service that the AGC can provide to the discipline of geography? What can a conference look like (and perhaps do even better) in an environment where the physical meeting is reduced or even not present?

We need to make long-term plans for the transition of AGC to a partially or completely online format in a form that allows for revenue generation at a level that satisfies our journal and student community priorities.

## **Item 7 From Meeting Agenda: Board Opportunities for Participation in AGC 2020 Planning**

### **A. Session and Speaker Recruitment**

We need a central database of sessions that we are each building and recruiting to deliver at AGC 2020. Would one or two board members please volunteer to act as a central collection point for these session and speaker concepts?

- Record the ideas
- Follow up with session organizers through the year on the road to development
- Track whether there can be an online component to the session

### **B. Sponsorship Recruitment**

Pleased to announce that Esri is onboard as a Platinum Level Sponsor (\$2,500). As part of its sponsorship, Esri will

- have a display presence at the conference
- coordinate two remote sessions: (A) student storymap competition, and (B) another session on a cutting-edge topic to be developed over the next few weeks
- bring 4 Esri representatives to take part in our events

We need more of this. Would one or two board members be willing to volunteer to contact past and potential future sponsors?

### **C. Local Arrangements Support**

Would two to four board members be willing to volunteer to work with Mike Ratcliffe on the detailed work that needs to be coordinated and carried out over the next 6 months?