

**Council of Geographic Names Authorities (COGNA)**  
**Business Meeting**  
July 26, 2002  
Hyatt Regency, Inner Harbor, Baltimore, Maryland

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In attendance:

**Voting Members:**

Tim Norton, *Arizona*  
Paul Veisze, *California*  
Bill Bright, *Colorado*  
Jim Anderson, *Florida*  
Bob Rennick, *Kentucky*  
Glen Yakel, *Minnesota*  
Jane Messenger, *Missouri*  
Susan Tingley, *Nevada*  
William Graff, *New Jersey*  
Bob Julyan, *New Mexico*  
Ren Vasiliev, *New York*

Wayne Furr, *COGNA Executive Secretary and Oklahoma*  
Lewis McArthur, *Oregon*  
Tom Gasque, *South Dakota*  
Fred Tarpley, *Texas*  
Roberta Quigley, *Utah*  
Grant Smith, *Washington and PLANSUS*  
Jack Mueller, *Wyoming*  
Bob Hiatt, *U.S. Board on Geographic Names/Domestic  
Names Committee Chair*  
Roger Payne, *U.S. Board on Geographic Names Executive  
Secretary*

**Non-Voting:**

Jennifer Runyon, *Recording Secretary*  
Mary McArthur, *Oregon*

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The meeting was called to order at 12:25 p.m. The **Agenda** was reviewed and the Executive Secretary asked if any additional items needed to be added. Roger Payne asked whether future Business Council meetings should be open or closed. This topic was added to the agenda as Item 3.

**The Minutes of the COGNA Business Meeting(s) of September 6 and 7, 2001, Boise, Idaho** was presented and reviewed. The misspelling of various surnames was noted. The following names were corrected: Bill Graff, Barbara MacIntosh, Paul Scherbel, Gerry Holm. ***A motion was made and seconded to accept the minutes with the noted errors needing correction (Norton/Quigley), and approved unanimously.***

The **Financial Report** was presented and reviewed. Roger Payne explained that COGNA had received financial contributions from various Federal agencies this year, and as a result, expected that the conference would yield a profit of approximately \$500. Roberta Quigley suggested that the U.S. Forest Service might be able to provide \$1,000 next year. Tom Gasque asked whether most of the donated monies would be applied to the running of the conference, to which the Executive Secretary indicated it would. ***A motion was made and seconded to approve the Financial Report (Messenger/Vasiliev), and approved unanimously.***

## **I.R.S. Report**

**The Executive Secretary** reported that this year would see the final determination by the I.R.S. regarding whether COGNA would be granted 501(c)(3) tax-exempt status. As a part of this determination, it was suggested that it may be necessary to develop operating principles, policies, and procedures. He stated that in the past, he has not requested detailed financial reports from conference hosts. Lewis McArthur asked how much of a balance should be maintained in the COGNA account. The Executive Secretary suggested there should be sufficient funds to cover conference shortfalls, to sponsor conference speakers, and for other miscellaneous expenses. An amount of \$5,000-\$10,000 was suggested. Tim Norton asked whether there was anyone present at the meeting who could assist in the I.R.S. review process. The Executive Secretary said he would approach his accountant for assistance. *A motion was made and seconded to accept the I.R.S. Report (Vasiliev/Hiatt), and approved unanimously.*

## **2003 Conference.**

Paul Veisze, representing the State of California, provided an overview of the 2003 Conference. He reported that the Asilomar Conference Center, on Monterey Peninsula, had been selected and reserved for September 29 to October 4. The cost per person is estimated to be approximately \$100 per day per person, which would include food and the rental of the meeting rooms. The facility is designed for “shared lodging”, with more details on this to follow later. Paul reported that conference attendees could fly into San Francisco, Los Angeles, San Jose, or Oakland and then drive or take a taxi to Monterey.

## **2004 Conference.**

Bob Julyan, representing the State of New Mexico, indicated he had talked with Cid Geuss of the U.S. Forest Service (USFS) and that the USFS would be interested in hosting the 2004 Conference, with the assistance of the New Mexico Geographic Names Committee. However, a question was raised concerning funding. Tim Norton asked whether a joint conference, between two or more States, might be considered.

The Executive Secretary discussed the issue of, how not having a DUN’s number affected getting Federal agency contributions. Paul Veisze asked whether COGNA could accept private contributions, in exchange for allowing displays and/or showing commercial products. Jane Messenger noted that as hosts of the 2000 Conference in St. Louis, the Missouri State Board received small contributions from the State government, but that in her experience, a minimum of one year was needed to solicit and receive corporate donations. Grant Smith suggested that a distinction should be made between mapping/geography-oriented companies and corporations such as Anheuser Busch. Roger Payne responded that if receiving contributions from the latter group allowed the conference to function, why make a distinction? The Executive Secretary reported that political contributions cannot be accepted. Jane Messenger noted that donations of items for the bags should be permitted, to which Paul Veisze asked who should make the decision as to what was appropriate. Roger Payne proposed that the current Executive Committee should make that decision.

Tim Norton asked again whether a joint annual conference would be considered. The general consensus was that this would be permissible. Tim Norton asked whether a resolution should be

drawn up, allowing future hosts to organize with partners. *A motion was made and seconded to accept New Mexico as host for the 2004 Conference (Smith/Vasiliev).* Bill Bright said the Colorado State Board has no funding, including from the State government, but could possibly offer support and assist with the logistics. Tim Norton said the State of Arizona would also be available to help. The Executive Secretary asked if the group should be looking for an alternate host for 2004 *with no response to this question.* The *Smith/Vasiliev* question was called. *The motion to accept New Mexico as host for the 2004 Conference was approved unanimously.*

### **2005 Conference.**

Grant Smith reported that due to the state of the economy in Washington, the Washington State Board was formally withdrawing its previous offer to host the conference in 2005 at Evergreen State College. He reported that the 2005 ICOS Convention also would not be held in Washington. Lewis McArthur said he would like to offer the State of Oregon for 2005, but would need to inquire about costs and possible locations. Bob Rennick, Kentucky also indicated an interest in 2005 or a future Conference. *The Executive Secretary asked that proposals for 2005 be submitted at the 2003 Conference.*

### **New Business.**

Item 1. **Canadian Names Meeting.** The Executive Secretary announced that he had retired from state government service, reporting that in the past, the Oklahoma Geological Survey had paid 60 percent of the cost for him to attend the Canadian Annual Meeting, but that it would no longer be providing funds for his attendance at this conference. *A motion was made and seconded that COGNA provide an amount, not to exceed \$1,000, for the Executive Secretary to attend the Canadian Meeting (Norton/Payne), and approved with one abstention.*

Item 2. **State and Federal Funding/COGNA attendance.** The Executive Secretary reported that COGNA had provided \$500 for Glen Yakel to attend this year's conference. Roberta Quigley asked whether COGNA was permitted to provide funds for Federal employees to attend. The Executive Secretary said COGNA recognized the difficulties in obtaining funding, and Grant Smith reaffirmed that travel funds were not easy to obtain. Roger Payne observed that it seemed to be difficult for state employees to get permission to travel outside their state. Jane Messenger asked whether there should be a limit in the contributions to each agency, to which Roger Payne responded that there is already a limit of \$500 per grant. Jim Anderson asked whether the conferences are typically self-funding, to which, the Executive Secretary replied that it is customary to ask each host to return something to the COGNA coffers, but recognized that it is sometimes difficult to ask state boards to pay dues or return the grant amount provided by COGNA.

Item 3. **Should Meetings be Open or Closed?** *Lewis McArthur moved that future meetings should be closed. Before accepting a second, the Executive Secretary suggested adding "with special invitations extended, if warranted."* *Lewis McArthur accepted the amendment. Ren Vasiliev seconded the motion.* It was suggested that if the meeting is not scheduled as a luncheon event, it should be made clear in advance that only specific attendees may vote. *Following a call for the question, the motion was approved with one negative vote.* When asked, Susan Tingley responded that she believed the meetings should be open to all. *A motion was made and seconded that there should be further discussion of this topic at the 2003*

*meeting (McArthur/Payne). The motion passed, with three nays. A subsequent motion was made to resolve the issue at the meeting in progress (Gasque).* Due to interruptions by hotel staff the order of the meeting dissolved without formal completion of this last item of business at 1:40 p.m.

Respectfully submitted,  
T. Wayne Furr, *Executive Secretary*