



SUBJECT: Board of Directors Meeting Summary

DATE: February 6, 2008

LOCATION: Teleconference Call

The teleconference meeting began at 2:30 PM.

Meeting Purpose

Committee updates, plan the next general meeting.

Attendance

Jeff Volpe, Bob Brower, Bruce Oswald, Sheri Norton

Annual Meeting Minutes

The minutes for the January 2008 Board Meeting were reviewed and accepted with one spelling edit corrected.

Marketing Committee

Bruce Oswald summarized the outcome of the Committee's communication review. The Committee members concluded that job postings on the NYSGISA website 2-3 times a week would be positive option, which will involve approximately 1-1½ hours a week of time to post and keep current. Jeff Volpe will look into finding a volunteer for these postings.

A draft of the survey form has been developed, and will be disseminated via NYS CSCIC's survey monkey. Benefits of the survey include compiling baseline information, promotion of the Association, a venue for listing important reasons to join, as well as stating the goals of the NYSGISA in 2008. Feedback on this draft survey must be submitted to Bruce Oswald by February 13th.

The Committee has completed a list of reasons for joining the NYSGISA and as requested feedback comments by February 13th. In addition, the Committee plans regular news blitz announcements over the NYS GIS List Serve. The first news blitz will be the President's statement, to be sent out over the next two weeks. The survey will be sent after that, followed by the survey results.

Website procedures were approved by Jeff Volpe, with content changes to be sent to Julie Tolar. The Committee recommends putting member names and possibly email addresses on the website, which will help clarify current membership. The Board, however, agreed that email addresses would not be included on the website. Final mission statements for the website are still needed from the Regional, Business, and Legislative Committees.



The Committee is continuing to work on its budget, and potential giveaways at general meetings (e.g., small flash drives, buttons), and providing refreshments at the general meetings.

Education Committee

Bob Brower inquired whether the NYSGISA could co-sponsor TWIST (Geospatial camp). He also recommended setting up a temporary task force to enlist enthusiasm for SUNY as a national Geospatial Technology training center.

February General Meeting

Two sites for the meeting were discussed by the Board – the Hotel 74 and Crown Hotel. While the Crown Hotel provides free parking, there is no guarantee of parking spaces, and the cost is \$150 more than the Hotel 74. The Hotel 74 was the preferred site, at a rate of \$200 for the room and \$3 for valet parking.

IAGT will contribute \$200 towards the meeting costs, and the ASPRS will contribute \$200 in moderate refreshments, with the remaining \$200 provided by the NYSGISA. Bob Brower will contact Christa Hay regarding payment to the hotel for the meeting room and refreshments.

The ASPRS Meeting will be held in conjunction with the NYSGISA general meeting in February, with approximately ten minutes allotted. Two presentations will be given – NYS CSCIC on the Emergency Management project, and TerraGo. Bob Brower and Jeff Volpe will draft the agenda and forward it to Sheri Norton for announcement on the NYS GIS List Serve. The meeting will begin at 9:30am and end at 12:30pm.

Website

Julie Tolar and Paul Opel have changed the home page, and Julie completed a full audit of the site. Notes will be forwarded to Paul in the next two weeks. Work items include regional contact updates and full committee membership listings.

Action Items:

- Feedback on Marketing Committee materials needs to be submitted to Bruce Oswald by February 13th
- The Board must review and provide comments on the CSCIC Business Plan to Jeff Volpe
- Committee Budget requests must be submitted by March 5th
- Sheri will submit email announcements for the upcoming February general meeting on the NYS GIS List Serve (with draft agenda provided by Jeff Volpe and Bob Brower)

The meeting was adjourned at 3:30 PM.