

**Date:** Monday, August 18, 2014

**Subject:** Board of Directors Teleconference

**Board Members Present:** Mickey Dietrich, Alan Leidner, Susan Nixon, Rich Quodomine, Carol Zollweg

**Committee Chairs and Officers Present:** Michelle Debyah, Christa Hay, Andy Mendola, Bruce Oswald

**Not Present:** Ben Houston, Bill Johnson, Joe Jones, Razy Kased, Kate Kiyanitsa, Julia O'Brien, Mike Ross, Julie Tolar

**Minutes:** The teleconference meeting began at 10:32 AM.

Secretary's Report: Michelle Debyah, Secretary

Susan explained that an action taken at the July meeting was to approve operating procedures of a committee, not, as it was termed at the time, to change the Association Bylaws. A motion was made by Alan to approve the minutes from the July Board of Directors meeting as amended. Motion was seconded by Carol. Motion carried unanimously.

The items on the task list for August are to appoint a Nominating Committee (Board of Directors), send out an annual meeting announcement 30 days prior to selected event date (Geospatial Summit Committee), and recommend a NYGeoCon venue 12 months prior to selected event date (NYGeoCon Committee). The items on the task list for September are to prepare a list of departing Board Members, Committee Chairs, and officers (Secretary), pay HostMonster website hosting fee (Treasurer), pay HostMonster website domain renewal (Treasurer), acknowledge departing Board Members, Committee Chairs, and officers on the website 1-2 months prior to and after the annual meeting (Communications Committee), and send out a call for nominations (Nominating Committee).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated August 14, 2014 was reviewed. The current balance is \$30,892.26. There have been no expenses since the last report; Christa is still waiting on the WebEx invoice to pay. There has been \$279.24 in income from membership dues. The approximate year-end balance after all anticipated expenses, except Summit and GISMO/WNYSGIS expenses, is \$27,531.50.

The taxes have been completed and mailed. Christa is keeping a running tally of GISMO and WNYSGIS accounting and sending the information to each group. Christa is still researching software to document all income and expenditures.

A motion was made by Alan to approve the Treasurer's Report. Motion was seconded by Carol. Motion carried unanimously.

### President's Statements

To not have the October Board Meeting the day before the Summit, Julie suggested rescheduling the October meeting from the 20<sup>th</sup> to the 13<sup>th</sup>. Since the 13<sup>th</sup> is Columbus Day, Susan rescheduled the meeting for Tuesday, October 14<sup>th</sup> from 10:30 AM to 12:00 PM.

Susan asked for volunteers for the Nominating Committee, especially for the required Board Member position. Carol volunteered, but since she will be up for re-election, she is not eligible. Alan volunteered to be the Board Member. Susan will try to find other members for the committee.

GAC Nominations are due in June for the next term. The GAC is looking to fill three or four positions, and the Association can nominate up to three people for each position. The Board agreed with Susan and Julie's suggestion to only nominate one person for each position. Recommendations included:

State Government: Kevin Hunt

Local Government: Alan Leidner or Matt Owens

Private Sector: Eric Brady

The recent GAC election results were Eric Herman, Chair, and James Daily, Vice-Chair. Alan wrote a position paper on open data standards and sent it to a limited group. He has been receiving favorable comments, and plans to send it to the Board for review.

### Membership Committee: Razy Kased

Alan spoke to the membership renewal drive. Scheduled renewal reminders have been being sent, and they are now working with the regional groups to contact members who have not yet renewed. Alan has sent an email out to all the GISMO members that have not renewed. Susan questioned whether some of the non-renewals might be students. Carol said the current membership count is 609 for 2014, and 352 for 2015.

The Transportation PAG will have an informal gathering at the Summit. Susan recommended they have a presence at "meet the leadership" during the reception.

### Professional Development Committee: Mickey Dietrich

Information on the GIS Open Spatial Standards webinar to be held August 27<sup>th</sup> will be going out soon. The committee will meet in the near future to round out the remainder of the year.

### Regional Coordination Committee: Alan Leidner

The committee is working with the regional groups in efforts to encourage Association membership renewals. Efforts have also been made to encourage Summit attendance, especially downstate. Alan plans to hold a conference call in September.

### GeoSpatial Summit 2014 Committee: Bill Johnson & Kate Kiyantsa

There was no GeoSpatial Summit report. Christa confirmed there are 37 registrations, and two gold, one silver, and five bronze sponsors. Carol will follow up with Eric to be sure she has all the sponsors on the website.

### Awards Committee: Ben Houston

There was no Awards Committee report.

Communications Committee: Carol Zollweg

Esri K-12 pages have been updated. There is a blog about the Dr. Tomlinson tribute at the Esri UC 2014. A page for Association sponsors is up; there is one sponsor so far, and at least one more in the works. Carol and Susan will work on a sponsor information page based on the outdated flyer. Sponsors for the Summit are also up. The auto-renewal pages to have Pay-Pal automatically renew membership annually are designed and tested, and now just need to go live.

As of August 3<sup>rd</sup>, there were 3,250 views of the YouTube channel, and 41 subscribers. Mickey supplied a front slide that Carol will add to all the videos, and she has added a watermark that links back to our site.

NYGeoCon 2015 Committee: Bruce Oswald

The committee has scheduled site visits for the Albany Hilton and Desmond on September 4<sup>th</sup>, and hope to have a selection shortly thereafter.

Bruce is looking for a committee co-chair, if anyone has any suggestions please contact Bruce.

Education Committee: Andy Mendola

The committee's new format of having each person responsible for a particular area, such as trends, conference, or webinars, has been working well. Once Ann sends the minutes to Carol for posting, links to all the information will be available.

There will be a 4-H booth at the NYS Fair. Andy spoke at a STEM luncheon last week, where he was surprised to receive feedback that NYS is not doing enough to get K-12 involved in GIS. The NYGA GeoFest 2014 will be at MCC on October 18<sup>th</sup>. Carthage HS has a GIS 150 class running again, which is a dual credit course they will be using as a model.

They still have not received any information from Geneseo for the sustaining academic institution page, Ann will be following up. Faculty at Onondaga Community College recently renewed membership, and will encourage students to join as well.

Rich mentioned some sort of ride-sharing site for the Summit might be useful, particularly to students, and will follow up with Bill and the Summit Committee.

Susan and Andy had a conversation with representatives from the SUNY School of Public Health at Lehman College, which has a GIS aspect to one of their programs. They expressed interest in becoming a sustaining academic institution, as well as mentorships and internships. Susan and Andy found the conversation encouraging.

External Development Committee: Rich Quodomine

Rich has been occupied with restructuring in his office, but will try to get caught up with Association tasks in the next week or two.

Government Committee: Julia O'Brien & Mike Ross

There was no Government Committee report.

Legislative Committee: Joe Jones & Bruce Oswald

Bruce reported that there has been no legislative activity.

### General Discussion

Christa suggested a Kindle Fire at a cost of \$500.00 as an appreciation gift to the volunteer who has done the Association's taxes for the past several years. Carol made a motion to approve spending not more than \$550.00 for a Kindle Fire for Marta Poirier in appreciation for the many years she has volunteered to prepare our taxes. Motion was seconded by Rich. Motion carried unanimously.

Susan asked if Carol and Julie had ever finalized whether to purchase an iPad or several smaller prizes. Carol said they had not, and she will follow up with Julie.

A motion was made by Carol to adjourn the meeting. Motion was seconded by Mickey. Motion carried unanimously.

The meeting adjourned at 11:51 AM.

### Action Item List

1. Mike or Julia will have a conversation with Rich to see if the External Development Committee can take the lead and work with the Regional and Education Committees on the educating government decision makers task.
  2. Julie will purchase two or three raffle prizes for the Summit.
  3. Christa will obtain software to document all income and expenditures.
  4. Julie will request a proposal from Delaney Meeting and Event Management to take over solicitation of Association sponsors.
  5. Rich will set up a meeting with Bill, Alan and Julie to discuss how the Summit and External Development Committees can work together.
  6. Rich will find the Professional Development Committee minutes for Mickey.
  7. Rich will send his signed Annual Statement to Michelle.
  8. Bill will send out a Summit mailing.
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9. Susan will finalize the Nominating Committee.
  10. The Geospatial Summit Committee will send out an annual meeting announcement 30 days prior to the meeting.
  11. The NYGeoCon Committee will recommend a NYGeoCon venue 12 months prior to selected event date.
  12. Susan will compile the GAC nomination list.
  13. Mickey will send out information regarding the August 27<sup>th</sup> GIS Open Spatial Standards webinar.
  14. Carol will follow up with Eric to be sure she has all the Summit sponsors on the website.
  15. Rich will follow with Bill and the Summit Committee regarding a ride-sharing site for the Summit.
  16. Christa will purchase a Kindle Fire for Marta Poirier.
  17. Carol will follow up with Julie regarding prizes.

**NYS GIS Association, Inc.**

August 2014

Treasurer Report

Christa Hay

As of August 14, 2014 there is \$30,892.26 in the bank account. Taxes have been completed and mailed. I am keeping a running tally of GISMO and WNYSGIS accounting and sending the information to each group.

**Expenses (since last report):**

Waiting on invoice to pay for WebEx.

**Income:**

Membership \$279.24

**Balance:** \$31,171.50 [includes checks not cleared\* and Summit income]

**Upcoming 2014 general expenses (approx.):**

Office Expenses	(\$75.00)
Meeting Costs	(\$150.00)
Travel expenses	(\$500.00)
Accounting Software	(\$275.00) onetime cost
Communication Committee	(\$300) domains, site hosting (\$121.63 remaining in budget)
	(\$240) site speed improvement project
	(\$50) new conference theme
	(\$850) video equipment for conferences
NYS GIS Summit	(\$45,000) – place holder
Printing Costs	(\$200)
Awards Committee	(\$1000)

**Balance (EOY-approx.):** \$27,531.50 [does not include Summit or GISMO/WNYSGIS]