

**Date:** Tuesday, October 18, 2016

**Subject:** Special Board of Directors Meeting

**Board Members Present:** Mickey Dietrich, Susan Nixon, Colin Reilly, Carol Zollweg

**Committee Chairs and Officers Present:** Michelle Debyah

**Not Present:** Larry Spraker, Tao Tang, Pete Walsemann, Christa Hay

**Minutes:** The meeting began at 1:33 PM.

Mickey called a special meeting of the Board of Directors to discuss the financial audit, website maintenance contract, reimbursement for purchases made for the GeoSpatial Summit, and the Geospatial Advisory Council (GAC).

The Audit Committee, comprised of Colin Reilly and Michelle Debyah, performed a financial review of 2015 and found the financial records of the NYS GIS Association to be in order. Transactions related to NYGeoCon were challenging to audit as many did not have an accompanying invoice or receipt. The Audit Committee recommends that in the future the final NYGeoCon or GeoSpatial Summit budget be included with the initial audit paperwork to facilitate review of those transactions.

A motion was made by Susan to accept the Audit Committee's 2015 Financial Audit. Motion was seconded by Carol. Motion carried by a vote of 3-0, with Colin abstaining.

Carol shared the website maintenance contract for 11/30/2016 – 12/1/2017, as well as the website accomplishments summary for 2016 from Cattyann Campbell. The new contract is \$100.00 less than last year. The date on the contract needs to be corrected to begin in 2016 not 2017.

A motion was made by Carol to approve the website maintenance contract with the corrected date. Motion was seconded by Susan. Motion carried unanimously.

Kate has spent \$572.01 on signage for the Summit:

Banner stands	\$17.98 x 4	\$ 71.92
Easels	\$15.96 x 4	\$ 63.84
Poster printing (semi-gloss/mounted)	\$35.99 x 3	\$107.97
Banner printing	\$82.07 x 4	<u>\$328.28</u>
Total		\$572.01

There is not enough in the Summit supplies budget to cover all of these expenses, and Kate asked if the Association would reimburse some of these costs. It was agreed that items that can be reused at other events could come from the Association budget. Since there was no give away item this year, the expenses can come from that budget.

A motion was made by Colin to reimburse Kate for \$572.01 from the Summit budget. Motion was seconded by Susan. Motion carried unanimously.

The Geospatial Advisory Council (GAC) would like regional group participation in their work groups:

- Geospatial Implications of Big Data/Science & Disparate sources: Austin Fisher - [afisher@vhb.com](mailto:afisher@vhb.com)
- Best Practices for Field Data Collection with Handheld Devices: Dave Richardson - [david.richardson@tnc.org](mailto:david.richardson@tnc.org)
- Crowd-sourcing of Geospatial Data: Jeff Herter - [jeff.herter@dos.ny.gov](mailto:jeff.herter@dos.ny.gov)
- Resources to Support a Repository for Geospatial Implementation Plans: Alex Chaucer - [achaucer@skidmore.edu](mailto:achaucer@skidmore.edu)
- Current Status of GIS Contracting/Mechanisms: Frank Winters - [frank.winters@its.ny.gov](mailto:frank.winters@its.ny.gov)

The GAC contacted Mickey to see if the Association would help foster regional group involvement. Mickey would like to put an announcement on the Association website and Facebook page. Colin also suggested mentioning it during the Annual Meeting.

A motion was made by Susan to adjourn the meeting. Motion was seconded by Colin. Motion carried unanimously.

The meeting adjourned at 1:46 PM.