

SUBJECT: Board of Directors Meeting Summary

DATE: August 6, 2008

LOCATION: Teleconference Call

The teleconference meeting began at 2:30 PM.

Meeting Purpose

Committee updates, GISP support, website discussion, Geospatial Summit on-line registration options, annual meeting and election preparation.

Attendance

Jeff Volpe, Bruce Oswald, Christa Hay, and Sheri Norton

July Meeting Minutes

A small change to the July minutes were made – Bob rather than Bruce would head up outreach plans to community colleges in the state with CIT programs.

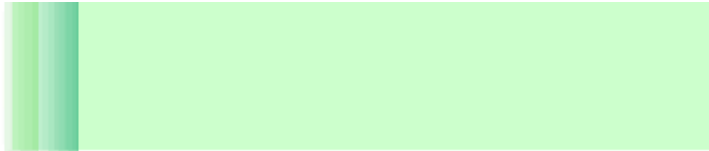
Treasurers Report

Christa Hay announced preliminary profits from the Geospatial Summit of \$9,081, although funds are still coming in. There is approximately \$15,000 in the Association account. The \$300 check for the NYSGIS Conference will be submitted pending information from Maureen.

GISP Plan of Action

The BOD discussed GISP financial contribution for membership. Questions and recommendations included:

- How to define the pool of candidates? This implies needing to consider:
 - Qualifications
 - Review committee
- How much should the Associate provide towards the GISP fee?
 - \$250 per applicant, with 2 scholarships provided
- An announcement could be made at the annual meeting in October
- Bruce had several marketing recommendations:
 - Candidates should be in “good” standing (although what that actually means was not defined at the BOD meeting)
 - Winners should commit to working on one of the Association committees
 - The Winners must submit their GISP application by the end of the year
- A series of workshops in August/September at regional meetings could be held



Website

IAGT has withdrawn from consideration for the website update project. The BOD discussed whether the website needed to be updated or not. Comments included:

- If the website is updated, how much should be spent and what content is needed?
- The BOD agreed that funds should be allocated to set up the databases access
- Should the update be done professionally or by a graduate IT student?
- Bruce recommended creating a workgroup of 2-3 people within the Marketing Committee to definite the scope of work. A time frame for this was not given.

Geospatial Summit Online Registration

Christa Hay led the discussion of alternative options for on-line registration (and payment) for the Geospatial Summit in 2009 and years to come. The cost for using Delany for this service was \$5,000 the first year (which included more functions than just registration) and \$1,400 the second year (for online registration only). Christa relayed that Delany may not be willing to work with the Association/CSCIC again

The Association could host a registration site instead of hiring Delany. If this is preferred, the Summit Committee needs to know the decision by October 2008. A PayPal account could be used, with the options of linking funds to the Association's checking account or sending a check to the Association (though bank fees may be incurred, which Christa will look into). A standard account charges 1.9 to 2.9% plus an additional 30 cents for each transaction, but the setup is free and there are no monthly fees. An estimated cost of \$6.60 per person for the Summit with approximately 200 people in attendance would still save about \$800 a year over hiring Delaney.

NYSGIS Conference

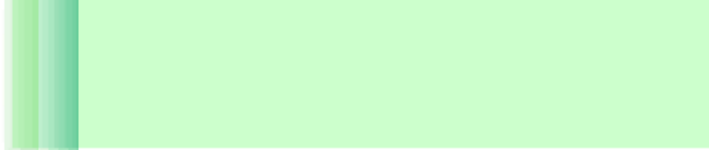
The BOD felt the NYSGISA time slot on Tuesday afternoon of the Conference would result in low turnout to the annual meeting. Bob will check with the NYSGIS Conference Planning Committee about changing the meeting to Monday afternoon instead. Jeff wanted to hold off providing the \$300 check to the NYSGIS Conference until a better time slot was guaranteed.

Marketing Committee

Bruce Oswald announced that approximately 28 flash drives remain and will be distributed to new members signing up at the annual meeting. The Committee was going to purchase 250 more lanyards for the NYSGIS Conference, but Maureen already purchased these. The additional lanyards will be used next year the Geospatial Summit.

A new Membership Committee was recommended, which would manage dues (if the \$10 annual dues are instituted) and track membership. Dues would begin in January 2009. When a decision is made about whether to charge dues, an email announcement should be sent to the existing membership.

Funds were in the budget for purchase of GISP buttons, but approval is needed to purchase \$150 worth. Bruce recommended an email vote by the BOD.



Miscellaneous

A brief discussion of appropriate inclusion within BOD meetings and correspondence took place, specifically regarding Larry Alber. While his contribution to the Association (and the BOD in particular) is long-standing and valuable, there are some instances when meetings and emails should be restricted to Board of Directors only. If meetings are not restricted, invitation for participating and comments should be extended to all committee chairpersons (which would include Larry Alber).

Annual Election

An Election Committee needs to be formed with at least three members, and must include the Vice President of the BOD (Bob Brower). A Nomination Committee working under the Election Committee must also be formed and include at least two members. All candidates for the BOD must be members in “good standing” as of 30 days prior to the annual meeting. Four BOD positions are up for election this year.

Sheri will draft the nomination request announcement, which will be reviewed by the BOD prior to posting on the list serve.

Action Items:

- Bruce will coordinate development of a Website Workgroup
- Christa will prepare cost information for alternative online registration options
- Jeff or Bob will check with the NYS GIS Conference Planning Committee about changing date and time for the annual meeting of the NYSGISA
- Sheri will draft a nomination request announcement for submission on the List Serve

The meeting was adjourned at 3:40 PM.