

Date: January 5, 2011

Subject: Board of Directors Conference Call

Attendees: Bruce Oswald, Ann Deakin, Dorothy Nash, Verne LaClair, Ben Houston, Dennis Wischmann, Rich Quodomine, Carol Zollweg, Lis DeGironimo, Joe Jones, Sheri Norton

Unable to Attend: Jeff Volpe (Travel), Christa Hay (Schedule Conflict)

Meeting Objective: Review Association Themes for 2011, Review treasurers report, discuss open items requiring BOD action, Updates of web site and legislation, review committee reports.

Minutes:

The teleconference started at 1:00 pm

Minutes from December Board of Directors meeting were reviewed. A motion was made by Ann to approve as submitted. Second by Dorothy. Motion carried unanimously.

The Treasurers report was discussed briefly. No comments made. Motion was made by Ann to accept the report dated 1/5/2011 regarding status of the NYS GIS Association bank account statement ending 12/31/2010. Second by Lis. Motion carried unanimously.

Bruce initiated an active discussion regarding changing the Association membership year from the calendar year to July 1 – June 30. This change will in effect result in the largest number of Association members during the first half of the year. To allow for the change in 2011, all current members in good standing will have their memberships extended at no cost until June 30, 2011. A motion was made by Verne to accept this change in membership dates. Second by Dorothy. Motion carried unanimously.

Lis led a discussion regarding establishing guidelines for travel expense reimbursement of Association Board Members and Committee Chairpersons that are required to travel on Association business. A motion was made by Lis to develop said guidelines and present to the Board of Directors for approval. Second by Ann. Motion carried unanimously.

Bruce mentioned that in order to meet IRS Requirements, there are a couple policies (conflict of interest & whistle blower) that require each board member to sign each year. Verne will forward a copy to each Board member to sign and return in alphabetical order.

Update on Website:

Carol provided an update on the Association web site developments as of January 5, 2011. The following items were addressed by the consultant:

- The list of current Board members was updated

- Committee Chairperson names were updated
- President's letter was posted.
- Membership updates are still being worked. Carol will be testing with administrative access.

It was agreed that the "Failure to Perform" letter sent by Bruce to the Website consultant was successful in securing the overdue updates to the website.

Dorothy raised the question about PayPal support on the Association web page for regular and student members. (i.e. \$10 & \$5 respectively). Carol indicated that the current site does support a regular rate for professional members and a discounted rate for students.

Update on Legislation:

Joe Jones received updates to proposed legislation from Darin Morgan (NYSAPLS). The Legislative committee is trying to schedule a meeting with the NYS Professional Engineering Association sometime after January 20 to discuss comments and potential wording modifications to the NYSAPLS legislation wording. Dennis suggested referring to similar national legislation for sample wording. Joe indicated the Committee will review it and possibly modify wording to suit NYS uniquely and to keep language generic in nature.

Previous Action Items:

A brief review of action items previously identified during the December BOD meeting was conducted. All action items had been accomplished.

Committee Reports:

Please note that all Committee Chairs are requested to put together a work plan, proposed budget and list of members for 2011 and submit to the Board of Directors.

Marketing: The marketing committee will be focusing on the following items:

- Holding monthly meetings
- Continuing Awards Program
- Work on promoting networking opportunities in conjunction with the Regional Coordination Committee
- Identify conference/summit give away incentives
- Develop a survey to get annual feedback from members
- Work on details of a corporate sponsorship model
- Branding- Association logo's, message, advertising

Education:

The Education Committee is working on securing a statewide Esri license for educational institutions. Additionally, they are working on putting together a webinar series for member training. Inputs on possible topics for the initial webinar have been received and are being investigated.

Conference:

The Summit sub-committee is waiting for Roger Thomlison to respond to Lis regarding speaking at the Summit. At this time holding the Summit this year is still being considered.

The NYSGIS Conference sub-committee is pressing the Conference Advisory Council to re-evaluate how the conference is conducted. Given that the NEARC Conference is being held in Saratoga Springs this year, the question of whether to hold the conference this year is still being debated. Bruce received a suggestion to propose moving the conference to earlier in the year to avoid the NEARC date conflict. A copy of the 2011 contract with the Syracuse OnCenter will be requested from SUNY ESF.

Communications:

The newly formed communications committee has yet to meet. The primary areas to be addressed will include: nysgis.org website, Facebook, Twitter, and the Association newsletter. Any ideas for recruiting new committee members, please forward to Carol. It was also noted that there are GISP re certification credits available for serving on committees.

Membership:

The membership committee is holding quarterly meetings and has six active members. The last meeting was held in late December. The committee is anticipating using the Summit and Conference to connect with members and actively recruit new Association members. They are seeking a list of higher education institutions with GIS programs to reach out to students as a possible new way to identify new members.

Regional Coordination:

The committee work plan and proposed 2011 budget have been worked on and will be submitted pending final markups.

GISP:

The GISP committee is working on an action plan that includes persuading the NYSGIS Advisory Board to endorse GISP certification in New York. The committee work plan and proposed budget is being worked on.

By-Laws:

This is a newly formed committee and has yet to meet. They are actively seeking new committee members

Action Items:

1. Verne to send IRS required documents to board members for signature
2. Committee Chairs to send Carol a list of committee members
3. Verne to follow up with DeepInk.org regarding backup website (homepage status)
4. Ben to send copy of Marketing Committee work plan and budget to other committee chairs as template sample
5. Bruce to review email from Frank Winters regarding following up with Esri representative (Statewide K-12 license)
6. Carol to send current list of Association members to Bruce

7. Bruce to send worksheet to committee chairs for signing up committee members
8. Lis to develop travel reimbursement guidelines and present to the Board of Directors for approval

A Motion to Adjourn was made by Lis, Second by Ann. Meeting adjourned at 2:40 pm.