



**Date:** April 20, 2011

**Subject:** Board of Directors Teleconference

**Attendees:** Bruce Oswald, Ann Deakin, Dorothy Nash, Verne LaClair, Dennis Wischmann, Rich Quodomine, Carol Zollweg, Joe Jones

**Unable to Attend:** Jeff Volpe, Lis DeGironimo, Christa Hay, Ben Houston, Sheri Norton

**Meeting Objective:** Discuss Items requiring Board Action (Travel Policy, Summit, Website planning, & update on NYSAPLS Legislation)

**Minutes:**

The teleconference meeting began at 10:30 am

Minutes for the March Board of Directors meeting were reviewed. Motion was made by Dorothy to approve. Second by Ann. Motion carried unanimously.

Treasurer's Report

The Treasurers report and Geospatial Summit budget were discussed briefly. A motion was made by Verne to approve the April treasurer's report as submitted. Second by Ann. Motion carried unanimously.

Previous Action Items

A brief review of the following action items identified during the March BOD meeting was conducted.

- Bruce to post Doodle schedule request for Presidents Call week of March 15, 2011 (Completed)
- Lis to develop travel reimbursement guidelines and present to the Board of Directors for approval (Completed)
- Bruce to contact Stu Rich regarding NEARC participation (Completed)
- Verne to contact Cattyann (DeepInk.org) regarding website development & support (Completed)
- Carol to send Ann a list of Association members for webinar registration notification (Completed)
- Bruce to post comment/status of survey legislation to GIS Listserve (examples of changes the association would like to see)? (Completed)
- Committee Chairs to send Carol a list of committee members (Working)
- Christa to complete IRS tax Exempt process (Working)
- Dennis to convey results of GISP Certification requirements NY survey back to GISCI)

### Items Requiring Board Action

- The next Association meeting is scheduled to be held at the NYS Thruway complex in Albany on April 21, 2011.
- A discussion regarding holding the NYS GIS Association annual meeting at the NEARC conference in Saratoga was discussed. The Association may have a booth and conduct a panel discussion at the conference scheduled for November 13 -16, 2011 in Saratoga Springs, NY.
- The travel expense reimbursement policy was reviewed and critiqued. Minor edits were made to reference “public transportation” and permit 30 days in which to submit a completed expense report with receipts. Bruce agreed to make the changes to the document and forward final version to the Board.
- Based on a recommendation from the Communications committee, a discussion regarding canvassing the Association membership for individuals interested in participating in the development of a new website was conducted. Bruce made a motion to have Bruce, Carol, and Verne draft a member notification letter to the membership. It was agreed that the letter would be sent out on April 22, 2011 with responses due by April 29, 2011. Second by Dorothy. Motion carried unanimously.

### Committee Reports

#### Communications:

- Committee members are busy working on the NYS GIS Association newsletter. Publication is scheduled for July 2011. Anyone with suggestions for content can forward material on to Carol.

#### Education:

- Working on content ideas for the proposed NEARC panel discussion regarding GIS employees and their value at NEARC’s Education Day. (November 13, 2011).
- The workshop “Using LiDAR data with ArcGIS 10” conducted on March 23, 2011 was a tremendous success. The webinar has been posted to the Association web page and available as a download.

#### Regional Coordination:

- The NYC Technology Forum is working on a 911 GIS Conference. Dorothy is keeping tabs on progress.
- The Long Island GIS (LIGIS) annual conference is schedule for the last week of April. Bruce will attend, make presentation on the Association and follow up on discussions with LIGIS on signing an MOU with the Association.

#### Conference:

- The Geospatial Summit is scheduled to be held at the Lodge in Skaneateles Falls on June 16, 2011. A reception will be held on the evening of June 15, 2011 at the same location. The Summit website is up and sponsors are being contacted. ([www.nygeosummit.org](http://www.nygeosummit.org))

#### Legislative:

- Joe indicated that NYSAPLS had submitted the bill prior to meeting with representatives from the NYS GIS Association and the submitted bill needs to be fine-tuned to include changes to the “exemption” section. Joe indicated that he is also in contact with the NYS Professional Engineering Association who opposes the legislation in its current form.

#### Marketing:

- Completed a draft of the 2011 survey using SurveyMonkey account.
- Submitted a draft sponsorship plan to the Board.
- Looking more closely at drafting a branding framework
- Recommend that we collectively refer to ourselves both verbally and in writing as the "NYS GIS Association".
- Plan to meet with the NYSAPLS president in the next few weeks to talk about marketing and potential synergy between our sister organizations representing the mapping science-NOT legislation.

#### GISP:

- No new updates to report.

#### By-Laws:

- No new updates to report. Still seeking to recruit committee members

#### Membership:

- No new updates to report

A motion was made by Bruce to adjourn the meeting. Second by Ann. Motion carried unanimously.

The meeting was adjourned at 12:15 pm

#### ACTION ITEM LIST

1. Bruce to develop member letter of intent (RFI) to seek a new website developer to Ann for publication.
2. Ann to send letter of intent (RFI) to membership.
3. Bruce agreed to make the changes agreed to the travel expense reimbursement policy document and forward it to the Board.