

Date: June 19, 2012

Subject: Board of Directors Teleconference

Attendees: Christa Hay, Verne LaClair, Dale Morris, Dorothy Nash, Julie Tolar, Amy Work

Guests: Carol Zollweg

Meeting Objective: Discuss Items requiring Board Action: Lunchtime chats, Membership, Training and Committee progress reports

Minutes:

The teleconference meeting began at 2:01 pm

Previous Meeting Reports

A motion was made by Dale to approve minutes for the Spring members meeting at the NYS GIS Conference. Motion was seconded by Dorothy. Motion carried unanimously.

A motion was made by Verne to approve minutes for the May Board of Directors meeting. Motion was seconded by Amy. Motion carried unanimously. The group reviewed the Action Items from the May meeting minutes.

Treasurer's Report

The Treasurers report was discussed next. Christa stated that the current balance is \$9,153.20. Recent expenses included an \$800 insurance payment, and a \$65 fee for electricity at our NYS Conference booth. We have also had \$110 in income. The estimated year-end balance after all anticipated expenses is \$6,317.26.

Verne noted that the \$185 previously approved for the website domain names wasn't shown. Dorothy also mentioned that the money that was to be transferred to the Association from the GISMO members wasn't shown.

Christa agreed to update the report and submit a new version to the Board.

NYSAPLS Legislation

There was no report since neither Joe nor Bruce was on the call.

Coordinating Body

Verne explained that the NYS GIS Coordinating Body recently adopted revised rules for our nominations process and that one element of the revised rules was to seek input from the NYS GIS Association every year in identifying potential nominees. Verne further stated that Bruce

had asked him to find a volunteer from the Board to provide the Association's feedback to the Coordinating Body. Verne asked the Board to try to come up with potential nominees and get back to him.

Lunchtime Geospatial Chats

There was no report since Bruce wasn't on the call. The Board had some questions regarding the number registered and logistics. Verne will contact Bruce to find out the details and information will be forwarded to the rest of the Board.

Membership Renewal (Email Notice)

Carol reported that Vijay sent an email to all members needing to renew before June 30th. There were a few minor glitches, but overall everything went smoothly.

The Board is concerned about the membership numbers dropping sharply after July 1st. Julie will send out an edited version of the renewal email to the NYS GIS list serve to try to remind and/or contact more people.

Committee Progress Reports

Committee reports and discussion were as follows:

Membership – Chair: TBD

- There was no report since Bruce wasn't on the call and there is no chairperson.
- Julie will follow up with Bruce with where we stand on volunteers/candidates after the email to the NYS GIS list serve.
- Verne has the name of an additional interested person and will forward it to Julie.
- Verne asked the Board to come up with ideas to increase membership after July 1st.

Communications – Chair: Carol Zollweg

- Website is up-to-date
- Please send new items so they can be posted
- Bruce wants to highlight the K-12 initiative, so Carol has a new page ready to go
 - After she gets some text from Amy, the page will go live
 - Amy said she will have it to Carol soon
- The membership database has been updated, including all GISMO members

Conference – Chair: Verne LaClair

- 2012 State Conference
 - Survey results are in and Verne distributed them to the Board
 - Overall the results look positive
 - Verne asked that each Board member review the results and email him 2-3 sentences summing up the conference and results from their perspective
- 2013 State Conference
 - Committee met with Cindy Delany, from Delany Meeting and Event Management, on June 6th.

- She is willing to pare down her original proposal to meet the Association's needs
- There will be a follow-up discussion with Cindy on June 21st.
- Conference will be held in the Albany area.

Professional Development: Chair – Rich Quodomine

- There was no official report since Rich wasn't on the call
- Amy mentioned that Rich is setting up Python training
- The training will be split into two sessions/phases – introductory and advanced

Education – Chair: Amy Work

- Amy stated that they have gotten all of the MOUs back
- Considering setting up a list serve to disseminate information to all involved parties
- Also looking at setting up webinar training
- TWiST will not be happening this year due to low enrollment
 - There may be a paired-down version, for one or two days, held instead

Legislative – Chair: Joe Jones

- There was no report since Joe wasn't on the call.

Marketing – Chair: Ben Houston

- There was no report since Ben wasn't on the call.

Regional Coordination – Co-Chairs: Dorothy Nash & Dale Morris

- Work plan still in progress
- Dorothy wants to contact Mike Naughton (LIGIS) and the Utica/Rome group regarding MOUs

A new idea was brought up during the signing of the MOU with the WNY regional group. The group requested access to a web page on the Association's website. We would set it up and they would have access to populate and edit it. Carol said that the way the website is structured currently, access is all or nothing. We are not currently able to limit access to one (or a few) pages. She will check with Cattyann to see if this would even be possible. The Board agreed that this topic warranted further discussion at the next Prez Call or BOD meeting.

A motion was made by Amy to adjourn the meeting. Motion was seconded by Julie. Motion carried unanimously.

The meeting was adjourned at 3:18 pm.

ACTION ITEM LIST (*new)

1. Bruce to update the Responsibility Matrix. – *In Progress*
2. Board to find a Membership committee chair. – *In Progress*
3. Verne to send out meeting report notes from Annual Meeting. – *In Progress*

4. Conference Committee will select a firm to organize the 2013 State Conference. – *In Progress, close to a decision*
5. Christa will develop a checklist of tasks to be assigned and completed for each Association meeting. – *In Progress, sent to Bruce*
6. Ben will get information on sponsorship and branding to the Board. – *Not Done*
7. Dorothy/Dale will submit a Regional Coordination Committee work plan to Bruce. – *In Progress*
8. Rich will set up a Python training session for members to be taught by Jim Zollweg. – *In Progress*
9. *Board to identify potential NYS GIS Coordinating Body nominees and notify Verne of the names.
10. *Verne will contact Bruce to find out the details on the Geospatial Chat and information will be forwarded to the rest of the Board.
11. *Julie will send out an edited version of the membership renewal email to the NYS GIS list serve.
12. *Julie will follow up with Bruce with where we stand on volunteers/candidates for the Membership Committee Chair after the email to the NYS GIS list serve.
13. *Board to come up with ideas to increase membership.
14. *Amy to get information for the K-12 initiative to Carol for the website.
15. *Carol to go live with the new web page highlighting the K-12 initiative.
16. *Carol will check with Cattyann to see if it would be possible to give regional groups access to one (or a few) pages on the website, but not the whole website.