

Date: July 31, 2012

Subject: Board of Directors Teleconference

Attendees: Christa Hay, Verne LaClair, Dale Morris, Dorothy Nash, Bruce Oswald, Julie Tolar

Guests: Emmanuelle Ameroso, Joe Jones, Rich Quodomine, Carol Zollweg

Meeting Objective: Discuss Items requiring Board Action: Membership committee chair, Lunchtime chats, Audit & Nominating committees, and Committee progress reports

Minutes:

The teleconference meeting began at 2:06 pm

Previous Meeting Reports

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

Treasurer's Report

The Treasurers report for June/July was discussed next. Christa stated that the current balance is \$8,998.20. Recent expenses included a \$99 (monthly) fee for WebEx, and \$185.32 for the 5-year domain renewal for the website. We have had \$2,121.48 in income from membership dues. The estimated year-end balance after all anticipated expenses is \$7,963.74.

Chair of Membership Committee

Bruce introduced Emmanuelle Ameroso and she gave the Board a little background information on her experience with GIS and her current position with the USMA at West Point. A motion was made by Julie to appoint Emmanuelle Ameroso as the Chair of the Marketing Committee. Motion was seconded by Dorothy. Motion carried unanimously.

Lunchtime Geospatial Chats

Bruce is planning on the topic of "Local Government Apps" as this will tie in nicely with the launch of the Association's App Store on the web site. The intended date is 8/22. Bruce will set it up and send out registration information.

Responsibility Matrix

Bruce reported that he has gotten information back from many of the committees, but not all of them. He needs this done ASAP. Bruce will oversee updating the matrix.

Audit Committee

Dale volunteered to chair this committee. He will need three other members. Bruce wants the committee to be in place and ready to go by the end of 2012. They will need to review the Association's fiscal year: January 1 – December 31, 2012.

Nominating Committee

Bruce reminded the Board that we will need to have a President and President-Elect on the ballot this year, as per our new bylaws. We will also need the Committee to choose a full slate of candidates. Bruce and Christa both have terms that expire this year.

Verne will chair the committee. Bruce and Emmanuelle volunteered to join the committee.

Committee Progress Reports

Committee reports and discussion were as follows:

Professional Development: Chair – Rich Quodomine

- Technology mishaps aside, the Python training went really well.
- Having an Association WebEx account should help in the future.
- Topic for the next training session will be something with Esri and workflow management.
- Want to focus on why we should use 10.1, not just a “What’s New” session.
- Bruce would like to have a date nailed down by the end of next week.
- Carol commented that the “member-only” training session increased membership by 50-75 people.

Communications – Chair: Carol Zollweg

- Carol mentioned that we needed to reimburse Cattyann for a small fee she (Cattyann) was charged for hosting our website.
- Carol received a request to identify GISPs on the membership list on the web site.
 - The Board thinks this is a great idea and Carol will implement it.
 - Carol was wondering if we should track/identify other certifications as well?
 - Would it be all via “self-reporting?”
 - The Communications Committee will continue to discuss this.
- Other ideas that have been suggested for the web site:
 - Create a business directory with names and GIS services offered.
 - Add charting tools.
 - Create a map of colleges with GIS programs.
- Carol stated that it would be easy to change the logo on our web site if we decided that was something we wanted to do.
- Carol has an “App Store” page ready to go which will contain a description of each application and a link to get more info.
 - It was mentioned that we should change the word “store” to something else so it doesn’t sound like a commercial site.
- The resume page is also ready to go
 - Information will be collected in a standard format and posted

- There will be a disclaimer on the page saying that the Association does not vet people
- Videos from the Python training will be posted under a new page entitled “Member Content.”
- Carol reported that each regional group currently has a web page and her group is willing to update it as the regional group wants
 - It is not possible to give each group editing access to only it’s web page and we do not want the regional groups to have editing access to the whole site
 - Each regional group will have to set-up/host its own web site and the Association will then link to it.

Legislative – Chair: Joe Jones

- The legislation did not pass in the last session.
- The Dept. of Education thought there was a lot that should be put in the Governor’s rules and not in the legislation.
- Bruce is drafting a response on behalf of the Association.

Conference – Chair: Verne LaClair

- The committee is reviewing the contract proposed by Delany & Associates.
- Planning is moving forward on the Summit – a “Save-the-Date” email could be out by the end of the week.
- There will be an Association Annual Meeting at the Summit.

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

- Dorothy stated that Mike Naughton (LIGIS) hasn’t signed the MOU yet
- Dale mentioned that he would like to get back to the WNY group regarding the web page issue.

Education – Chair: Amy Work

- There was no report since Amy wasn’t on the call.

Marketing – Chair: Ben Houston

- There was no formal report since Ben wasn’t on the call.
- Bruce stated that Ben is working on the write-up for the annual survey.

Membership – Chair: Emmanuelle Ameroso

- There was no formal report since Emmanuelle was just appointed at the beginning of the meeting.
- It was stated that we currently have 278 members.

The next Board of Directors meeting will be Tuesday, August 21 at 2:00 PM.

A motion was made by Christa to adjourn the meeting. Motion was seconded by Dorothy. Motion carried unanimously.

The meeting was adjourned at 3:45 pm.

ACTION ITEM LIST (*new)

1. Bruce to update the Responsibility Matrix. – *In Progress*
2. Verne to send out meeting report notes from Annual Meeting. – *In Progress*
3. Ben will get information on sponsorship and branding to the Board. – *Not Done*
4. Dorothy/Dale will submit a Regional Coordination Committee work plan to Bruce. – *In Progress*
5. Board to identify potential NYS GIS Coordinating Body nominees and notify Verne of the names. – *In Progress, need by August 15th*
6. Amy to get information for the K-12 initiative to Carol for the website. – *In Progress*
7. Carol to go live with the new web page highlighting the K-12 initiative. – *Not Done*
8. *Bruce will set up the August Lunchtime Geospatial Chat and send out registration information.
9. *Dale will find three additional members for the Audit Committee.
10. *Rich will set up a September training focusing on Esri 10.1 workflow management.
11. *Carol will identify GISPs on the membership list on the web site.
12. *Carol will launch “App Store” page.
13. *Carol will launch “Resume” page.