

Date: Monday, September 15, 2014

Subject: Board of Directors Teleconference

Board Members Present: Mickey Dietrich, Alan Leidner, Susan Nixon, Julia O'Brien, Rich Quodomine, Julie Tolar, Carol Zollweg

Committee Chairs and Officers Present: Michelle Debyah, Ben Houston, Joe Jones, Razy Kased, Andy Mendola

Not Present: Christa Hay, Bill Johnson, Kate Kiyanyitsa, Bruce Oswald, Mike Ross

Minutes: The teleconference meeting began at 10:34 AM.

Secretary's Report: Michelle Debyah, Secretary

A motion was made by Alan to approve the minutes from the August Board of Directors meeting. Motion was seconded by Susan. Motion carried unanimously.

The items on the task list for September are to prepare a list of departing Board Members, Committee Chairs, and officers (Secretary), pay HostMonster website hosting fee (Treasurer), pay HostMonster website domain renewal (Treasurer), acknowledge departing Board Members, Committee Chairs, and officers on the website 1-2 months prior to and after the annual meeting (Communications), and send out a call for nominations (Nominating). The items on the task list for October are to submit an annual report (Committee Chairs), hold webinar (Professional Development), and recommend nominees (Nominating). The items on the task list for the Annual Meeting are to get standing authorization for Board of Directors to approve annual meeting minutes (President), acknowledge departing Board Members, Committee Chairs, and officers (Past President), get previous year's annual meeting minutes approved (Secretary), and conduct the election (Nominating).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated September 15, 2014 was reviewed. The current balance is \$30,287.00. Expenses since the last report include a Kindle and Ipad Mini; Christa is still waiting on the WebEx invoice to pay. There has been \$236.12 in income from membership dues. The approximate year-end balance after all anticipated expenses, except Summit and GISMO/WNYSGIS expenses, is \$26,710.51.

A motion was made by Alan to approve the Treasurer's Report. Motion was seconded by Susan. Motion carried unanimously.

President's Statements

Alan has incorporated all the comments he received into the open data position paper. A motion was made by Carol to adopt the open data position paper. Motion was seconded by Rich. Motion carried unanimously. Carol will post on the website with a link from the home page.

A question arose regarding whether the GAC Chair and Vice-Chair should be eligible to be elected to the Association Board. Julie, Alan and Susan feel the GAC Chair or Vice-Chair could be a Board Member, but holding one of the three President positions could result in a conflict of interest. A motion was made by Rich to allow the GAC Chair and Vice-Chair to run for the Board with the exception of the three Presidential positions (though minor overlaps are acceptable), pending change to bylaws if necessary. Motion was seconded by Rich. Motion carried unanimously. Julie will follow up with Bill to see if this action requires a change to the bylaws.

Legislative Committee: Joe Jones & Bruce Oswald

Joe reported that the surveyors will be meeting to see if they can develop wording that will be acceptable to the Education Department. They have no plans to pursue legislation at this time, but may move forward if they can come to terms with the Education Department.

Membership Committee: Razy Kased

The membership renewal drive has continued by the sending of scheduled renewal reminders since the new membership year. They are working with the Regional Coordination and Communication Committees by providing regional groups a list of non-renewals to reach out and assist in the renewal process. Renewal reminders will continue to be sent, the next step will be to contact non-renewals directly.

The Transportation PAG has a small but active core that has developed their affiliation group guidelines as well as a mission statement. They will serve as a template as other affiliation groups begin to form.

The committee continues to evaluate membership software, and Razy has tested a demo on the CiviCRM website. He is currently working with Don Metz from the Communication Committee to get the CiviCRM software on a server for further testing by the Membership Committee.

Nominating Committee: Susan Nixon

The committee has sent out a solicitation for nominations, and will work with Carol to send out additional requests for nominations as well as the annual meeting announcement. It was suggested that Susan check with Bruce regarding timing for the closing of nominations and how long voting is open, though the general sense was in the past nominations may have closed about three weeks before the election, and voting could be open for a week or two. Susan requested \$49.00 for Election Buddy software to conduct the election. Alan made a motion for the Nominating Committee to spend \$49.00 on election software. Motion was seconded by Julia. Motion carried unanimously.

Professional Development Committee: Mickey Dietrich

The committee will be meeting Wednesday to round out the remainder of the year. Rich has a couple ideas, including radio frequency tracking of professional football players, and data gathering. Mickey and Carol will check regarding whether the August 27th webinar was up loaded to our channel.

Regional Coordination Committee: Alan Leidner

The committee will be meeting via conference call this week. Alan is working with the regional groups in efforts to encourage Association membership renewals and Summit attendance.

GeoSpatial Summit 2014 Committee: Bill Johnson & Kate Kiyantsa

There was no GeoSpatial Summit report. Julie said a Summit speaker cancelled, but the committee was able to secure a replacement. The agenda is finalized, now they are working on details like the menu. There is only one silver sponsor, the price points may need to be re-evaluated next year. Carol is going

to design a simple ride-sharing site. Susan will include information on the raffle in with the annual meeting announcement, and Carol will put it as a featured item on the website.

Awards Committee: Ben Houston

A reminder requesting submissions will be sent out this week, and another reminder will be sent just prior to the deadline at the end of the month. The thank you gifts for nominators will be ordered this week. They have only received two nominations. Ben will join the Regional Coordination conference call on Thursday to ask each region to submit nominations. He is also encouraging Board Members to submit nominations. Ben also requested the Board specifically nominate someone for the Lifetime Achievement Award. Julie will follow up with the Board to identify a Lifetime Achievement submission.

Communications Committee: Carol Zollweg

Carol reminded committee chairs to be sure all their committee members have renewed their membership. Don Meltz is supporting the Membership Committee in evaluating membership software. Automatic membership renewal has been set up via Pay-Pal, and a Q & A about auto-renewal has been added to the FAQs. The Administrative page has been updated to include the current member count. Carol will pay the pending website expenses this week and will seek reimbursement from Christa. There were 38 items posted in August. There have been 1,514 tweets, 829 following, and 1748 followers; 242 likes on Facebook; and 956 published on the Association website.

Julie will write something up and coordinate with Carol acknowledging departing Board Members, Committee Chairs, and officers on the website.

NYGeoCon 2015 Committee: Bruce Oswald

The committee visited the Albany Hilton and Desmond Hotels on September 4th. Their impression was that while the Desmond had good parking and more space, the Hilton felt newer and more vibrant. The Hilton also had a better downtown location near restaurants and the train station, and had better dates available. They are waiting on diagrams of the vendor set up from both locations. Once the location has been selected, the sponsorship pamphlet and “Save the Date” postcard can be finalized and distributed at the Summit.

Education Committee: Andy Mendola

Last week’s GeoTech Center webinar was recorded and will be put on the GeoTech Center website, Andy will try to get a copy for Carol to put on our channel.

The committee met last week, Ann will be sending minutes to Carol. Andy has been helping fire departments looking for student help with mapping projects. Susan Hoskins will be presenting at the PECORA conference in Denver. The NY Geographic Alliance conference will be in Rochester next month, and they are still looking for presenters. The committee is working to develop a geo-mentor list. A comprehensive list of conferences was compiled and sent to Carol for posting. GIS/SIG will be holding a lunch program this Wednesday. Susan Hoskins had a successful Geospatial booth at the State Fair, some 1,500 young folks helped to build a rocket, and there were over 20,000 visitors to the booth.

External Development Committee: Rich Quodomine

Bev Corwin is joining the committee. Rich is planning to use networking time at the Summit to spring-board the committee by not only soliciting committee members, but to talk to representatives from the public, private and education communities to see how they see how they can be better served and to improve outreach.

Government Committee: Julia O'Brien & Mike Ross

The committee is developing a matrix of local and State GIS job titles, responsibilities, and qualifications. Once the matrix is complete, they will start to look at the Civil Service exams in relation to the job titles.

General Discussion

Julie will start email discussions with the Board regarding the possibility of free student memberships, an Association booth at the NYSAPLS conference, and the Association intern position.

Alan mentioned that GISMO is planning a 25th Anniversary event for May 2015.

A motion was made by Alan to adjourn the meeting. Motion was seconded by Rich. Motion carried unanimously.

The meeting adjourned at 12:00 PM.

Action Item List

1. Mike or Julia will have a conversation with Rich to see if the External Development Committee can take the lead and work with the Regional and Education Committees on the educating government decision makers task.
2. Christa will obtain software to document all income and expenditures.
3. Rich will set up a meeting with Bill, Alan and Julie to discuss how the Summit and External Development Committees can work together.
4. Rich will find the Professional Development Committee minutes for Mickey.
5. Susan will send Carol the annual meeting announcement (30 days prior to the meeting).
6. Susan will compile the GAC nomination list.

7. Michelle will prepare a list of departing Board Members, Committee Chairs, and officers.
8. Christa or Carol will pay the HostMonster website hosting fee.
9. Christa or Carol will pay the HostMonster website domain renewal.
10. Julie and Carol will coordinate acknowledging departing Board Members, Committee Chairs, and officers on the website (1-2 months prior to and after the annual meeting).
11. Susan will send out a call for nominations.
12. Carol will post the open data position paper on the website with a link from the home page.
13. Julie will follow up with Bill to see if the action restricting GAC members requires a change to the bylaws.
14. Mickey and Carol will check regarding whether the August 27th webinar was up loaded to our channel.
15. Susan will include information on the raffle in with the annual meeting announcement, and Carol will put it as a featured item on the website.
16. Julie will follow up with the Board to identify a Lifetime Achievement submission.
17. Andy will try to get a copy of the GeoTech Center webinar for Carol to put on our channel.
18. Julie will start email discussions with the Board regarding the possibility of free student memberships, an Association booth at the NYSAPLS conference, and the Association intern position.

NYS GIS Association, Inc.
 September 2014
 Treasurer Report
 Christa Hay

As of August 14, 2014 there is \$30,287 in the bank account.

Expenses (since last report):

Waiting on invoice to pay for WebEx – this is an ongoing phone tag with WebEx. I want to finalize this week.

Kindle -	\$ 533.52
Ipad Mini	\$350.98

Income:

Membership	\$236.12
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Balance: **\$30,172.14** [includes checks not cleared* and Summit income]

Upcoming 2014 general expenses (approx.):

Office Expenses	(\$75.00)
Meeting Costs	(\$150.00)
Travel expenses	(\$500.00)
Accounting Software	(\$275.00) onetime cost
Communication Committee	(\$300) domains, site hosting (\$121.63 remaining in budget)
	(\$240) site speed improvement project
	(\$50) new conference theme
	(\$850) video equipment for conferences
NYS GIS Summit	(\$45,000) – place holder
Printing Costs	(\$200)
Awards Committee	(\$1000)

Balance (EOY-approx.): **\$26,710.51** [does not include Summit or GISMO/WNYSGIS]