

Date: Tuesday, October 14, 2014

Subject: Board of Directors Teleconference

Board Members Present: Mickey Dietrich, Alan Leidner, Susan Nixon, Julie Tolar

Committee Chairs and Officers Present: Michelle Debyah, Christa Hay, Ben Houston, Bill Johnson, Razy Kased, Andy Mendola

Not Present: Julia O'Brien, Rich Quodomine, Carol Zollweg, Joe Jones, Kate Kiyanita, Bruce Oswald, Mike Ross

Minutes: The teleconference meeting began at 10:35 AM.

Secretary's Report: Michelle Debyah, Secretary

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

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). The items on the task list for November are to appoint Secretary, Treasurer, and Committee Chairs (President), write "President's Message" (President), develop Association priorities for the year (President), acknowledge departing Board Members, Committee Chairs, and Officers (Past President), confirm Secretary, Treasurer, and Committee Chairs (Board of Directors), sign annual statement (Board of Directors), submit photo and contact information (new Board Members), update roster of Board Members and Committee Chairs (Secretary), distribute annual statements (Secretary), renew PO Box (Treasurer), review and confirm roster (Committee Chairs), update Board and Committee rosters on website (Communications).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated October 13, 2014 was reviewed. The current balance is \$29,799.76. Expenses since the last report include WebEx and a membership refund of a double payment. There has been \$368.32 in income from membership dues. The approximate year-end balance after all anticipated expenses, except Summit and GISMO/WNYSGIS expenses, is \$26,644.06.

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

The Summit budget is showing a profit of about \$10,000.00, so the Committee is looking at adding additional food options and drink tickets. Registration is currently around 175. A motion was made by

Alan to approve up to \$500.00 for Christa to order additional lanyards. Motion was seconded by Susan. Motion carried unanimously.

President's Statements

Julie has received suggestions that the Association sponsor or have a booth at the NYSAPLS Conference, January 21st–23rd at Turning Stone. Cost would be \$1,000.00 to sponsor a meal, or \$1,550.00 for a vendor booth. Should a treaty be discussed before consideration of sponsorship? The subject will be sent to the Legislative Committee for discussion; Julie will follow up with Bruce.

Susan will send out a Doodle poll to determine when the best time to schedule future Board of Director's calls.

If Mickey is elected President-Elect, there will be an open Board seat. A motion was made by Alan to approve a special election in the event that Mickey is elected President-Elect. Motion was seconded by Susan. Motion carried unanimously.

Julie agreed to two free Association memberships for LIGIS.

Julie would like approval for the Past-President to travel to GAC meetings as an ex-officio member. Alan would also like to pay for a two membership. A motion was made by Alan to reimburse Past-Presidents for half of their travel expenses to GAC meetings. Motion was seconded by Susan. Motion carried unanimously.

GISMO has opened membership to students for free, and would also like to have them become Association members. GISMO is offering to pay the Association \$5.00 for each of the first 35 students, if the Association agrees to give free registrations to students over the first 35. There is a concern that registration could become confusing. Also, should there be a discussion with the Western New York user's group for a similar arrangement? Julie recommended perhaps trying it for the next year and then re-evaluating the program. Susan made a motion to approve the student membership arrangement with GISMO for the next year as a test. Motion was seconded by Mickey. Motion carried unanimously.

Government Committee: Julia O'Brien & Mike Ross

There was no Government Committee report.

Legislative Committee: Joe Jones & Bruce Oswald

There was no Legislative Committee report.

Membership Committee: Razy Kased

The Committee's focus is shifting from membership renewals to new member recruiting; they will meet next week to develop a strategy. The testing of membership software with the Communication Committee is ongoing. The Transportation PAG is progressing well, after the Summit they will see if there is interest in getting other PAG's started. Alan may have interest in starting an emergency management or infrastructure PAG. If anyone has any recommendations for a membership survey, please contact Razy.

Nominating Committee: Susan Nixon

Two notices have been sent out encouraging members to vote in the election. Susan plans to send out one more message the end of this week.

Professional Development Committee: Mickey Dietrich

Mickey anticipates two more webinars before the end of the year. Rich is arranging a webinar on using Power Point and presenting a meeting. The second webinar may focus on mobile development, perhaps using Leaflet. The mobile development webinar could end up being two sessions, one basic and one advanced. Mickey is still following up with Zebra Technologies and the use of radio frequency tracking of NFL players. If Mickey is elected President-Elect, he will be stepping down as Chair of the Committee.

Regional Coordination Committee: Alan Leidner

Alan will continue as Chair or Co-Chair of the Committee, with a focus on working with GISMO regarding their upcoming anniversary.

GeoSpatial Summit 2014 Committee: Bill Johnson & Kate Kiyantsa

Registration is currently around 175. With just a few more registrations and walk-ins, this could be the second highest attended Summit. The Committee has made great efforts to promote the Summit, and believe they have maxed out the audience they can expect for this type of event. The budget looks strong at around \$10,000.00 in the black. Bill will step down as Chair of the Committee after this Summit, and Kate will take over as Chair for 2016. Bill suggests the Association consider holding the next Summit in NYC. Bill pointed out that the Summit is completely coordinated by the Committee, and wanted to express his thanks for all their hard work.

Awards Committee: Ben Houston

Though the response level was moderate to low, five awards are being presented. Ben has contacted the winners, and at least three of the five will attend the Summit to accept in person. Ben will submit expenses to Christa once all expenditures are finalized. He will get his slide information to Julie today.

Communications Committee: Carol Zollweg

Julie reported for Carol that Don or Vijay should have some time in the next few weeks to help Razy with the new membership software. If free student memberships are implemented, Carol will need Vijay's time to implement. Regular posts and website updates have been taken care of, and countdown clocks have been added to nysgis.org and nygeosummit.org. Carol has started using MailChimp for emails to members, and likes the way it looks. Communication Committee slides have been sent to Julie.

NYGeoCon 2015 Committee: Bruce Oswald

Christa said the Committee has selected the Albany Hilton, and will have postcards at the Summit.

Education Committee: Andy Mendola

Members are promoting GIS at the K-12 level in an effort to create more awareness with students before they get to college. Three of the Committee members will be presenting this Saturday at GeoFest at MCC. Members are being encouraged to be GeoMentors. Several members will be at the Summit, and many will be bringing students.

Andy is still working to get the GeoTech Center webinar on the Association channel. The next GIS/SIG Program will be in December, Razy will present on using Census data. Andy will mention the student test program at the next GIS/SIG Board Meeting. Susan asked if the Association could sponsor or support GeoFest in some way; Andy will look into it.

External Development Committee: Rich Quodomine

There was no External Development Committee report.

General Discussion

Susan would like to recognize and thank committee members for their efforts. Julie will add formally thanking committee members to her presentation. It was suggested that the Association send a letter of appreciation to committee members, Julie would like this added to the task list for the Past-President.

Julie thanked everyone for all their efforts and support this year.

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

The meeting adjourned at 11:48 AM.

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. Christa or Carol will pay the HostMonster website hosting fee.
6. Christa or Carol will pay the HostMonster website domain renewal.
7. 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).
8. Julie will follow up with Bill to see if the action restricting GAC members requires a change to the bylaws.
9. Andy will try to get a copy of the GeoTech Center webinar for Carol to put on our channel.
10. Julie will get the previous year's annual meeting minutes approved, and get standing authorization for the Board of Directors to approve annual meeting minutes.
11. Julie will acknowledge departing Board Members, Committee Chairs, and officers at the Annual Meeting.
12. Susan will conduct the election.
13. Christa will order additional lanyards if necessary.
14. Julie will contact Bruce regarding whether the Association should sponsor the NYSAPLS Conference.
15. Susan will send out a Doodle poll to determine when the best time to schedule future Board of Director's calls.
16. Ben will submit Awards Committee expenses to Christa once all expenditures are finalized.
17. Julie will add formally thanking committee members to her presentation.
18. Michelle will add sending a letter of appreciation to committee members to the task list for the Past-President.

NYS GIS Association, Inc.

October 2014
Treasurer Report
Christa Hay

As of October 13, 2014 there is \$29,799.76 in the bank account.

Expenses (since last report):

Final WebEx	\$225.00
Refund Membership	\$10.00 (member accidently signed up for 2 years)

Income:

Membership	\$368.32
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Balance: **\$29,933.08** [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	(\$649.02) - ipad mini purchase

Balance (EOY-approx.): **\$26,644.06** [does not include Summit or GISMO/WNYSGIS]