

Date: Wednesday, January 7, 2015

Subject: Board of Directors Teleconference

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

Committee Chairs and Officers Present: Michelle Debyah, Christa Hay

Not Present:

Minutes: The teleconference meeting began at 12:06 PM.

Secretary's Report: Michelle Debyah, Secretary

A motion was made by Pete to approve the minutes from the December Board of Directors meeting. Motion was seconded by Rich. Motion carried unanimously.

The items on the task list for January are to pay the HostMonster nysgis.net website hosting fee (Treasurer), hold webinar (Professional Development), and financial review of previous fiscal year (Audit Committee). There are no items on the task list for February.

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated January 7, 2015 was reviewed. The current balance is \$33,271.22. Expenses since the last report include Election Buddy, PO Box, and the nysgeosummit.org domain transfer. There has been \$60.00 in income from membership dues. The approximate year-end balance after all anticipated expenses, except Summit and GISMO/WNYSGIS expenses, is \$26,152.05.

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

President's Reports

A motion was made by Rich to appoint Bev Corwin as co-chair of the External Development Committee. Motion was seconded by Carol. Motion carried unanimously.

Alan has proposed new members to GISMO/NYSGISA who join after February 1st retain membership through June of the following year (equating to 17 months of membership). To be fair and easier to manage, Carol would like to amend the proposal to include everyone rather than just new members. A motion was made by Carol that anyone who joins starting February 1st will be a member of the current 2015 year as well as the 2016 year, ending June 30, 2016. Motion was seconded by Julie. Motion carried unanimously.

Susan and Alan would like to appoint a coordinator to act as a committee chair to represent the Professional Affiliation Groups (PAG) on the committee calls. Jake Needle was suggested. Julie will contact Jake to see if he is interested.

Susan has not heard back from PSP Unlimited, and has decided to pursue other vendors. She received a recommendation for Graph-Tex in Cortland. If anyone has suggestions for other vendors, please let her know.

Susan shared a link to the GAC Organizational Chart:

https://gis.ny.gov/coordinationprogram/workgroups/wg_10/documents/GIS-Organization-NYS.pdf.

Please review the chart for discussion in February.

Julie attended the GAC meeting with Alan. She will revisit her notes and send out a summary of the meeting via email. GIS for municipalities was discussed, and a workgroup of Association and GAC members has been proposed. Let Julie or Mickey know of anyone who may have interest in participating.

Mickey suggested the Association produce a presentation for use in schools, or perhaps one geared toward the elementary level and one toward high school. Susan will follow up with Mickey and Andy.

Board Member Reports

Carol said the Communication Committee has decided to take down the Association LinkedIn page. There has been little interest not only from members, but from the committee to maintain it as well. The PAG page is up under the Committee menu.

Rich should know by February or March whether he will be able to complete his term as a Board Member.

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

The meeting adjourned at 1:08 PM.

Action Item List

1. Christa will obtain software to document all income and expenditures.
2. Julie will follow up with Bill to see if the action restricting GAC members requires a change to the bylaws.
3. Julie will send a letter of appreciation to committee members.
4. Committee Chairs will submit plans/goals for the year.

5. Rich will sign and return his annual statement.
6. Carol/Christa will pay the HostMonster nysgis.net website hosting fee.
7. The Audit Committee will conduct a financial review of the previous fiscal year.
8. Rich will send Bev Corwin's contact information to Michelle and Carol.
9. Julie will contact Jake Needle to see if he would be willing to be the PAG Coordinator.
10. Susan will pursue other web store vendors.
11. Julie will send out a summary of the GAC meeting.
12. Susan will follow up with Mickey and Andy concerning presentation materials for schools.

NYS GIS Association, Inc.

January 7, 2015
Treasurer Report
Christa Hay

As of January 7, 2015 there is \$33,271.22 in the bank account.

Expenses (since last report):

Election Buddy	\$49.00
PO Box	\$80.00
.org domain transfer	\$9.17

Income:

Membership	\$60.00
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Balance: **\$33,262.05** [includes checks not cleared*]

Proposed 2015 Budget Upcoming Yearly Operating Expenses (approx.):

Office Expenses	\$400.00	includes PO Box office, election buddy, printing
Meeting Costs	\$150.00	printing, refreshments etc
Travel expenses	\$500.00	generally do not use entire
Accounting Software	\$300.00	
D&O Insurance	\$900.00	
Sponsorships	\$600.00	ex, GIS/SIG
Professional Development		
Webinars	\$710.00	Click Webinar
Promotional Items	\$500.00	
Awards Committee	\$1,550.00	
Communications	\$1,200.00	
Membership	\$300.00	

Balance (EOY-approx.): **\$26,152.05** [does not include NYGEO CON or GISMO/WNYSGIS]

Communications Committee 2015 Budget

Item	Cost	Yearly total
Dedicated IP (Feb 2015)	3.99/month	47.88
nysgis.net Pro Web Hosting	19.99/month	239.88
nysgis.net renewal (Oct 2015)	14.99/year	14.99
Video equipment – cameras, SD cards, tipods	Estimate \$800	800.00
	Total:	\$1,102.75

Awards Committee Budget Summary

Trophies	\$500
Shipping	\$50
<u>Graphics Design</u>	<u>\$1000</u>
Total	\$1550

Membership committee \$300 for member giveaways