

Date: Wednesday, June 3, 2015

Subject: Board of Directors Teleconference

Board Members Present: Mickey Dietrich, Susan Nixon, Julie Tolar, Pete Walsemann, Carol Zollweg

Committee Chairs and Officers Present: Michelle Debyah, Christa Hay

Not Present: Julia O'Brien, Rich Quodomine

Minutes: The teleconference meeting began at 12:08 PM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for June are to renew liability insurance (Treasurer), renew ClickWebinar (Treasurer), and send out membership renewal reminders (Communications). The items on the task list for July are to send out membership renewal reminders (Communications), and hold webinar (Professional Development).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated June 3, 2015 was reviewed. The current balance is \$44,420.06. Expenses since the last report include Survey Monkey, refreshments for GISMO meeting, and Adams & Sons (D&O insurance). There has been \$606.41 in income from membership dues. The approximate year-end balance after all anticipated expenses, except NYGeoCon and GISMO/WNYSGIS expenses, is \$30,879.62. Survey Monkey had been charging to Christa's credit card; she has switched the credit card and reimbursed the last charge.

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

President's Reports

There have been no orders on the webstore. To promote the site, Susan would like to make an order of items to sell at NYGeoCon. Hats are easiest as we don't have to worry about sizes, but t-shirts may be more popular. It was suggested we order 25 to meet the minimum number for screen printing. A motion was made by Carol for Susan to purchase the minimum number of screen printed t-shirts not to exceed \$350.00. Motion was seconded by Pete. Motion carried unanimously.

Susan reminded everyone that surveys should go through both Carol and Razy so surveys can be coordinated. She also suggested we hold off on a webstore survey because there is so much communication going out right now.

Susan would like to start the Nominating Committee and get out the call for nominations for President-Elect and two board positions. This isn't on the task list until August, which seems late. Michelle will move it to June on the task list so it is on the radar sooner. The Committee's tasks should probably move forward as well, Michelle will try to get input from Mickey later in the process. Mickey will start seeking volunteers to join him on the Nominating Committee.

Julie will not be able to attend the June 11th GAC meeting in Albany, but she will be calling in. Eric would like Julie to talk about the \$10,000.00 grant the Association received. Eric has also invited the Association to nominate candidates for this year's election. Most of the positions may be filled by reelection, but there is one open non-profit position. Mickey has several people in mind. He will follow up with Julie and try to narrow his list down to three potential nominees.

Mickey suggested creating video(s) to educate municipalities and the public on GIS as part of the grant or as a separate project. Perhaps the Association could reach out to colleges for someone in visual curriculums who might be willing to assist. Susan suggested Mickey bring the idea up on the next Committee Call to see who might be able to help with this video.

Board Member Reports

Carol reports we currently have around 630 members. GISMO students are getting a free membership, but they have to sign up twice – once on the GISMO and once on our site. The Communication Committee has set up a button on our site that lets GISMO students quickly update their profile in the database.

The first round of renewal letters has been sent out. Carol likes to be able to add news to the renewal messages, so if you have any news she can include, please let her know.

Susan followed up for Pete regarding the question of a government contact list. He thought someone had mentioned at a previous meeting that a contact list existed that could be used for a survey for the grant. If anyone knows of such a list, please let Susan and Pete know.

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

The meeting adjourned at 1:07 PM.

Action Item List

1. Christa will obtain software to document all income and expenditures.
2. Christa will file tax returns.
3. Christa will renew ClickWebinar.
4. Susan will formulate deliverables with the Board and Alan for the grant.

5. Susan will purchase screen printed t-shirts for NYGeoCon.
6. Michelle will move "Appoint Nominating Committee" to June on the task list.
7. Mickey and Michelle will adjust the Nominating Committee's tasks schedule (later in the process).
8. Mickey will start seeking volunteers to join him on the Nominating Committee.
9. Mickey will try to narrow his list to three nominations for the GAC non-profit position.

NYS GIS Association, Inc.

June 3, 2015

Treasurer Report

Christa Hay

As of June 3, 2015 there is \$44,420.06 in the bank account.

Expenses (since last report):

Christa Hay (office)	\$300.00	Survey Monkey (automatic charge to my personal credit card for 2014)
Alan Leidner (GISMO)	\$573.75	refreshments for GISMO meeting
Adams & Sons (D&O insurance)	\$756.00	

Income:

Membership	\$606.41
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Balance: **\$45,026.47**[includes checks not cleared*]

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

Office Expenses	\$24.33	(\$400 includes PO Box office, election buddy, printing, survey monkey)
Meeting Costs	\$150.00	printing, refreshments etc
Travel expenses	\$455.00	(\$500.00)
Accounting Software	\$300.00	
D&O Insurance	+\$144.00	surplus
Sponsorships	\$00.00	(\$600 GIS/SIG, Westchester user group)
Professional Development		
Webinars	\$710.00	Click Webinar
Promotional Items	\$339.16	(500.00, Digitize logo, hats)
Awards Committee	\$1,550.00	
Communications	\$480.36	(\$1,200.00)
Membership	\$300.00	
Gov't GIS Survey Project	\$9,982.00	(\$10,000.00)

Balance (EOY-approx.): **\$30,879.62** [does not include NYGEO CON or GISMO/WNYSGIS]