

Date: Wednesday, August 5, 2015

Subject: Board of Directors Teleconference

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

Committee Chairs and Officers Present: Michelle Debyah, Christa Hay

Not Present: Pete Walsemann

Minutes: The teleconference meeting began at 12:04 PM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for August are to send out an Annual Meeting announcement 30 days prior to selected event date (Board of Directors), and recommend a venue 12 months prior to selected event date (GeoSpatial Summit). The items on the task list for September are to prepare a list of departing Board Members, Committee Chairs, and Officers (Secretary), website domain renewal for nysgis.net with HostMonster (Treasurer), acknowledge departing Board Members, Committee Chairs, and Officers on the website 1-2 months prior to and after annual meeting (Communications), and to send out a call for nominations (Nominating).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated August 5, 2015 was reviewed. The current balance is \$44,666.64. Expenses since the last report include t-shirts purchased for the conference, and meeting expenses. There has been \$1,745.60 in income from membership dues. The approximate year-end balance after all anticipated expenses, except NYGeoCon and GISMO/WNYSGIS expenses, is \$32,121.39.

Taxes are being finalized this week (an extension had been filed). Christa is researching TechSoup, a company that offers software to nonprofits and libraries, to see if we qualify for accounting software.

Andy told Susan GIS/SIG will make a donation to help subsidize student attendance to NYGeoCon.

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

President's Reports

Susan said there have been 196 responses to the emerging GIS survey. The majority of responses came from the web link sent out through various municipal associations, only about 46 were in response to the

direct email from the contact list. Alan has sent out a draft interview questionnaire for in-depth interviews. If anyone would like to volunteer to help with in-depth interviews, please contact Alan.

Susan received the draft letter of support for geography funding in the ESEA legislation. A concern was raised regarding the Public Officer's Law, which is believed to cover all employees in government service. Susan will check with Bill Johnson, and Mickey will check with the JCOPE committee.

A motion was made by Rich to approve the expenditure of \$2,650.00 for the WPBS video to come from the grant money. Motion seconded by Julie. Motion carried unanimously.

Mickey has formed a Nominating Committee including Alan Leidner, and Sean Myers with NBT Solutions, and Ryan Lyndaker with National Grid. They will meet this Friday to formulate a call for nominations, which Mickey will send to Susan to incorporate the annual meeting announcement.

Susan thanked Mickey for sending the Tug Hill Government Resources Guide. If anyone has any other resources that can be used for the grant, please send it.

The GAC approved a new process for filling vacant positions. A nominating committee will be appointed at the September GAC meeting. Once they notify us of vacancies, we have until October 15 to make recommendations. All we supply is names, the GAC nominating committee will reach out to the candidates.

Board Member Reports

Carol is still willing to create a video at the conference. Board members can do the interviews, and Carol will take additional footage to add to the flow of the video. Javier and Nick can use the interviews, additional footage, voice over, and music to tell a story.

In the past, Carol had taped sessions at the conference. She doesn't think she will be able to coordinate the grant video and tape and post process the sessions. Susan will share this with the NYGeoCon Committee.

The third mailing of membership renewal letters went out today.

The free calendar control for the website did not work with the new theme, so Cattyann had to purchase one. A motion was made by Carol to reimburse Cattyann \$20.00 for the cost of the new calendar control for the website. Motion seconded by Julie. Motion carried unanimously.

Julie said the Summit Committee will be meeting next week to determine whether to hold the Summit at the free venue in NYC. A decision need to be provided to the venue by the end of September. If held in NYC, the Summit would be one day with the reception that evening, possibly on a Friday. Christa said there has been some discussion regarding renting a bus if the Summit is held in NYC.

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

The meeting adjourned at 12:55 PM.

Action Item List

1. Christa will obtain software to document all income and expenditures.
2. Christa will file tax returns.
3. Mickey and Michelle will adjust the Nominating Committee's tasks schedule (later in the process).
4. The Board will send out an Annual Meeting announcement 30 days prior to selected event date.
5. The GeoSpatial Summit Committee will recommend a venue 12 months prior to selected event date.
6. Susan and Mickey will send out a combined call for nominations and annual meeting announcement.
7. Susan will check with Bill Johnson regarding the letter of support for geography funding.
8. Mickey will check with the JCOPE committee regarding the letter of support for geography funding.
9. Mickey will set up a meeting with WPBS to get started on the video.
10. Christa will reimburse Cattyann \$20.00 for the calendar control for the web site.

NYS GIS Association, Inc.
 August 5, 2015
 Treasurer Report
 Christa Hay

As of August 4, 2015 there is \$44,666.64 in the bank account.

Expenses (since last report):

T-shirts purchased for Conference	\$291.20 (promotional items)
Meeting Lunch – Michelle Debyah	\$85.72 (Meeting costs)

Income:

Membership	\$1,745.60
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Balance: **\$46,035.32** [includes checks not cleared*]

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

Office Expenses	\$24.33 (\$400 includes PO Box, election buddy, printing, survey monkey)
Meeting Costs	\$64.28 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	\$47.96 (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.): **\$32,121.39** [does not include NYGEO CON or GISMO/WNYSGIS]