

Date: Wednesday, January 6, 2016

Subject: Board of Directors Teleconference

Board Members Present: Mickey Dietrich, Susan Nixon, Colin Reilly, Tao Tang, Pete Walsemann, Carol Zollweg

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Larry Spraker, Christa Hay

Minutes: The teleconference meeting began at 12:07 PM.

Secretary's Report: Michelle Debyah, Secretary

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

We just need the list of award winners to finalize the Annual Meeting Minutes, at which time they will be posted to the website for member review for 30 days. The minutes will be approved at the next Board Meeting following the 30 day review period.

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

Treasurer's Report: Christa Hay, Treasurer

There was no Treasurer's Report.

President's Reports

Mickey wonders if the Association should create a formal Grant Committee to research and compile potential funding sources as a resource to members. This is something to consider when the Emerging GIS Grant is wrapped up in April.

Mickey briefly summarized the municipal survey results, identifying the top three needs as financial, training, and assistance. There will be a more in-depth discussion at the next grant meeting.

Mickey has scheduled a meeting with the NYSAPLS Executive Board on March 18, 2016 at 3:00 PM in Albany. Mickey, Larry, Colin, and potentially Carol will attend.

The Tug Hill Commission is updating their white paper on GIS resources for local governments. Mickey asked if the Association had interest in collaborating on the white paper. Susan suggested that it might be faster if Tug Hill completed their revisions, and the Association points to it as a resource.

Mickey asked if each board member should be a contact to a couple committees to check before board meetings to see if the committee has anything for discussion or to be voted on. Alternatively, board meetings could be moved after committee meetings so items could be voted on sooner. Mickey will discuss this on the next committee call to see if there is a need to for contacts or schedule change.

If committee members are not participating, they should not be recognized. The chair of the committee should be aware of who is participating, and remove members who are not active. Pete will draft a document to be shared at next week's committee meeting.

Mickey will reach out to the External Development Committee to discuss marketing of the Association in newspapers and media. The Communication Committee is willing to send out the information, but someone needs to compile and maintain a contact list.

Mickey wondered if someone would be interested in attending the State GIS Advisory Group meetings. The meetings are in Albany, Mickey will see if Larry is willing to attend on behalf of the Association.

Mickey is trying to schedule a meeting with New York State to discuss being involved in the State's shared GIS initiative, and share information with them on the Association's Emerging GIS initiative.

Susan cannot attend the NYS Geospatial Advisory Council meetings in person. Colin is a member, and volunteered to represent the Association. A motion was made by Susan to appoint Colin to represent the Association on NYS GAC. Motion was seconded by Carol. Motion carried unanimously.

Colin mentioned that the NYS Forum is forming a NYC Government GIS workgroup. He forwarded an email he received regarding the NYS Forum NYC GIS email listserv.

Board Member Reports

Carol contacted GISMO and WNYGIS, and both regional groups were agreeable to five-year memberships. Carol made a motion to allow five-year memberships. Motion was seconded by Susan. Motion carried unanimously.

Does the Association want to consider company memberships? If so, which committee would be best suited to develop a proposal? This discussion was tabled until the next meeting.

GISMO asked the Association to send a customized letter to their new members. This would complicate the welcome letter process, and the letter GISMO developed is a bit long. The Board agreed that two shorter letters, one sent from the Association and one sent from GISMO is preferable.

Company names were removed from the video. The video is final and ready to be posted. Susan suggested Mickey mention it in his "New Year" message.

Tao suggested helping students by establishing an internship referral services for local and state governments. Mickey suggested that Tao contact the Education Committee to follow up.

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

The meeting adjourned at 1:09 PM.

Action Item List

1. The GeoSpatial Summit Committee will recommend a venue 12 months prior to selected event date.
2. Mickey will write the "President's Message".
3. Christa and Michelle will make Annual Meeting Minutes available for member review for 30 days.
4. Committee Chairs will review and confirm rosters.
5. Carol will update Committee rosters on website.
6. Mickey will send a "Season's Greetings" ("New Year") message including priorities for the year.
7. Michelle will collect signed annual statements.
8. Michelle will get Annual Meeting Minutes approved after 30 day review period.
9. Christa will renew New York Council of Nonprofits (NYCON).
10. Committee Chairs will submit budget requests for the year.
11. Committee Chairs will submit plan/goals for the year.
12. Christa will pay the Website Hosting Fee to HostMonster for nysgis.net.
13. Audit Committee will perform financial review of previous fiscal year.

14. Pete will draft a document regarding committee member participation.
15. Mickey will reach out to the External Development Committee to discuss marketing of the Association.
16. Mickey will see if Larry is willing to attend the State GIS Advisory Group meetings on behalf of the Association.
17. Carol will implement five-year memberships.