

Date: Wednesday, February 3, 2016

Subject: Board of Directors Teleconference

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

Committee Chairs and Officers Present: Michelle Debyah, Christa Hay

Not Present:

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

Secretary's Report: Michelle Debyah, Secretary

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

The Annual Meeting Minutes have been posted to the website for member review for 30 days, ending February 19, 2016. The minutes will be approved at the March Board Meeting.

There are no task list items for February. The only item on the task list for March is to ship Association table material to the GIS/SIG Conference (Treasurer).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated February 3, 2016 was reviewed. The current balance is \$33,444.02. Expenses since the last report include website maintenance, domain transfers, and the PO Box. There has been \$519.83 in income from membership dues. The accounting for NYGeoCon is not yet complete, and Christa is still waiting on committee budget requests.

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

GeoSpatial Summit Report

NYU Polytechnic School of Engineering has been reserved for October 20-21, 2016 for the GeoSpatial Summit. Christa is still waiting on cost figures. The Committee is considering changes to the sponsorship structure. Carol asked for a save the date announcement as soon as the location and date are confirmed.

President's Reports

Mickey appointed Ross Baldwin as the Awards Committee Chair. A motion was made by Carol to confirm Ross Baldwin as the Awards Committee Chair. Motion was seconded by Colin. Motion carried unanimously.

During the last Committee Call, Mickey asked the committees to go through the Membership Committee to send out surveys. As long as the Board has seen a video, it can be coordinated with Carol for posting. Susan suggested Mickey create a written policy for sending out surveys and posting videos.

Mickey and Larry will be attending a meeting with the NYSAPLS Executive Board on March 18, 2016 at 3:00 PM in Albany. Colin and Carol may also attend.

Mickey has sent a final draft of the New Year's message for review. Mickey will send to Carol for to be mailed out.

Mickey met with Bill and Frank regarding the State's shared GIS initiative. The State is working on identifying a pilot project for use as a case study. Because of the time it would take to get approval, the State will not be able to participate in an Emerging GIS video.

Mickey would like to see the Legislative Committee focus on other things besides just legislation, and has had no response from Joe Jones. Mickey wants to appoint Ben Houston as co-chair of the Legislative Committee. A motion was made by Colin to confirm Ben Houston as co-chair of the Legislative Committee. Motion was seconded by Larry. Motion carried unanimously.

Mickey will ask Pete to rephrase "Ghost Member" to "Inactive Member" on the Inactive Committee Member policy. A motion was made by Susan to approve the Inactive Committee Member policy with the wording change of ghost to inactive. Motion was seconded by Carol. Motion carried unanimously.

Susan suggested that Board resolutions involving actions or policies be added to the website near the ByLaws. She asked that a monthly item be added to the task list under the Past-President to send resolutions related to actions or policies to Communications for the website.

Susan said Alan has requested that everyone who joins the Association from February through June have their membership extended through next year. The Board already has a membership policy. Susan will follow up with Alan.

Susan said the Government Committee has not been active for almost a year and a half. A motion was made by Susan to dissolve the Government Committee. Motion was seconded by Carol. Motion carried unanimously.

Susan made a motion to sponsor the Westchester User Group Meeting for \$200.00. Motion was seconded by Tao. Motion carried unanimously.

Michelle will contact GIS/SIG to see if their sponsor opportunities are available.

Board Member Reports

Carol said the Awards page is up, though she is still unclear about what will be posted for the applications that were submitted. GoDaddy and HostMonster payments have been moved to the Association debit card. Carol is moving nygeocon.org and nygeocon.com to Go Daddy.

Larry said the Lake Placid Conference Center has October 25-28, 2017 available for next year's NYGeoCon. Larry will send them information on previous year room blocks so they can put together a proposal. Larry will discuss the Lake Placid location with the NYGeoCon Committee.

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

The meeting adjourned at 1:24 PM.

Action Item List

1. *Susan will send resolutions related to actions or policies to Communications for the website.*
 2. The GeoSpatial Summit Committee will recommend a venue 12 months prior to selected event date.
 3. Committee Chairs will review and confirm rosters.
 4. Carol will update committee rosters on website.
 5. Christa will renew New York Council of Nonprofits (NYCON).
 6. Committee Chairs will submit budget requests for the year.
 7. Committee Chairs will submit plan/goals for the year.
 8. Audit Committee will perform financial review of previous fiscal year.
 9. Carol will implement five-year memberships.
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10. Michelle will get the Annual Meeting Minutes approved at the March Board Meeting.
 11. Christa will ship Association table material to the GIS/SIG Conference.
 12. Mickey will send the Committee Chairs an email reminder to send Christa budget requests for 2016.
 13. Mickey will create a written policy for committees to send out surveys and post videos.
 14. Michelle will update the roster to include Ross Baldwin (chair) and Ben Houston (co-chair).
 15. Carol will update the committee pages to include Ross Baldwin (chair) and Ben Houston (co-chair).
 16. Mickey will ask Pete to rephrase "Ghost Member" to "Inactive Member".
 17. Michelle will add a monthly item to the task list under the Past-President to send resolutions related to actions or policies to Communications for the website.
 18. Michelle will remove the Government Committee from the roster.
 19. Carol will remove the Government Committee from the website.
 20. Christa will pay the \$200.00 sponsorship fee for the Westchester User Group Meeting.
 21. Michelle will contact GIS/SIG to see if their sponsor opportunities are available.
 22. Michelle will add standing sponsorship approval for GIS/SIG and Westchester to the March agenda.

NYS GIS Association, Inc.

February 3, 2016

Treasurer Report

Christa Hay

As of February 3, 2016 there is \$33,444.02 in the bank account. I am still working on the NYGeoCon budget waiting for some final payment from hotel. All committees please send me your 2016 committee budget requests by the end of February. I am still working on the audit and will send out when complete.

Expenses (since last report):

Website Maintenance	\$450.00
PO Box	\$82.00
Domain Transfers	\$48.68

Income:

Membership	\$519.83
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Balance:

\$33,865.17[includes checks not cleared*]

Includes the NYC fund

Date		Payments	Total
5/5/2015	Grant		\$ 10,000.00
5/5/2015	wire transfer fee	\$ 18.00	\$ 9,982.00
10/27/2015	Quality Production	\$ 885.00	\$ 9,097.00
11/25/2015	Javier Torres - Video	\$ 2,300.00	\$ 6,797.00
11/25/2015	Javier Torres - travel	\$ 45.00	\$ 6,752.00
11/25/2015	Javier Torres - hotel/meal	\$ 189.66	\$ 6,562.34
11/25/2015	Posters	\$ 53.73	\$ 6,508.61
1/4/2016	Quality Production	\$ 1,765.00	\$ 4,743.61

2016 Budget to come