

Date: Wednesday, May 25, 2016

Subject: Board of Directors Meeting

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

Committee Chairs and Officers Present: Michelle Debyah

Guests Present: Alan Leidner, Sheri Norton

Not Present: Colin Reilly, Christa Hay

Minutes: The meeting began at 10:03 PM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for May are to file tax returns (Treasurer), and renew Survey Monkey (Treasurer). The items on the task list for June are to appoint Nominating Committee (Board), renew ClickWebinar (Treasurer), and send out membership renewal reminders (Membership).

Treasurer's Report: Christa Hay, Treasurer

There was no Treasurer's Report.

Emerging GIS

Susan summarized the survey results as coming down to cost and training. She also said they were not sure how GIS was relevant to them. She thinks it could be useful to show more examples of projects to show what GIS can do and what its value is. Alan suggested a compilation of application lightning talks.

Pete knows of a small, rural village interesting in implementing GIS at little to no cost. He thinks they would be receptive if the Association approached them offering open source software, training, and development. The process could be documented to capture the before, during, and after, for use as a case study on implement GIS with little impact on spending.

Tao suggested connecting students looking for real world experience with internships at rural communities. Carol said faculty members would have to oversee the process because the students wouldn't have the experience required, and we have to be careful not to conflict with the private sector. Tao said there is a movement at colleges to service the community, and this effort could be part of that. Susan suggested independent study. Larry said students can help with development of a needs assessment, setting up open source software, and data gathering. Carol said this process should be documented, and Susan suggested the documenter also be a student to give them real world experience

as well. Tao suggested an Association representative should also be involved to bring professional experience. Larry volunteered to assist, especially regarding the needs assessment/requirement analysis. Sheri said at the county level, they have been helping municipalities get started in GIS by hosting data and services. It was agreed that including counties in this process is important. More important than a county's level of GIS proficiency would be their desire to support the process.

A student would be mentored to perform a needs assessment, and potentially some initial implementation. The entire process would be documented as a road map for other communities. The Association would advise and facilitate the process, but students and faculty would do the work.

One pilot project would be completed as a prototype to see how successful the process is. The participants involved include:

- One student to document the process
- Two students to conduct the needs assessment
- Faculty advisor
- Professional advisor
- Local government official
- County or regional GIS representatives
- NYS GIS Association representatives
- NYS GIS Association Board

Other communities could view the process and implement it in their own way. They may choose to hire a consulting firm or do parts of the needs assessment or implementation themselves.

A motion was made by Larry to conduct an Association sponsored, student performed, small municipality GIS needs assessment as the primary task for spending the remaining grant funds. Motion was seconded by Pete. Motion carried unanimously.

Pete will contact the village he is familiar with to see if they would like to be part of this process. If the village is agreeable, Pete could be the faculty advisor, and Larry may be the professional advisor.

Susan mentioned that if this or other efforts expand in the future, to keep in mind that it is important to keep a cushion in our budget. Larry suggested we want to keep a balance of \$15,000 to \$20,000. If the Association intends to provide more services going forward, we may want to consider raising the membership fee. The Membership Committee should be tasked with exploring the possibility of raising the membership fee.

2016 Geospatial Summit

There is a concern about having enough members attending the annual meeting at the 2016 GeoSpatial Summit in New York City to reach a quorum. It was pointed out that the Board had reservations about holding the Summit in NYC, but it was planned with a perceived consensus on the location. There needs to be better communication between the Board and the Committees. One option includes re-merging the Board and Committee meetings. It would also be useful to have a central repository for committee documents. Carol will set up folders in Google Docs for each committee.

2017 NYGeoCon

The NYGeoCon Committee toured the Conference Center at Lake Placid, and think it would be a great space for NYGeoCon 2017. The dates available at the conference center and the Crowne Plaza Hotel

are October 17-19, 2017. They are waiting to receive a contract, but they think the price will be lower than last year because there are no AV or facility rental fees.

A motion was made by Carol to accept the Conference Center at Lake Placid as the venue for NYGeoCon 2017. Motion was seconded by Pete. Motion carried unanimously.

Locations book quickly, and the committees should start researching locations for their next event immediately following the conference or Summit. Michelle will update the task list so that a venue is recommended 18 months in advance instead of one year.

President's Reports

A motion was made by Pete to appoint Susan as co-chair of the NYGeoCon 2017 Committee. Motion was seconded by Larry. Motion carried unanimously.

The Geography Education National Implementation Project (GENIP) is a professional consortium of geography associations established in 1985 for the purpose of improving the status and quality of geography education in the United States. The GENIP consortium was responsible for the development and implementation of an Advanced Placement high school course for Human Geography. Currently, GENIP is considering the feasibility of a Geographic Information Science & Technology course to be offered through the Advanced Placement program. The Education Committee is requesting that the Association offer a letter of support for the initiative to develop an Advanced Placement Geographic Information Science & Technology (AP GIS & T) course.

Tao raised concerns that GIS is not currently a separate discipline at colleges in the US, and that there are not corresponding 100 level courses in GIS at most universities that the AP class would replace. He stated that at the university level, GIS classes are upper level classes as part of a program geared to finding a job. Larry said he believes the goal is to expose high school level students to GIS technologies, not to send students on a course specific to GIS. The Association is not going to be involved in designing or implementing the program, we are simply approving the Education Committee to offer a letter of support.

A motion was made by Larry to write a letter of support for the AP GIS & T course. Motion was seconded by Susan. Motion carried by a vote of 5-0, with Tao abstaining.

Larry and Mickey were very pleased with the NYSAPLS meeting. There was discussion regarding participating in each other's conferences, or even holding a joint conference. They intend to meet again, and the organizations committees may collaborate as well. There was common ground on UAS. Their main concern with regard to survey legislation appears to be related to capturing data for design and build, not general mapping. If data is being captured for design and built, the accuracy should be certified.

Razy sent a membership renewal survey out for review, and Ben's comments on the survey were recently forwarded. Carol will ask Razy to rework the survey to incorporate Ben's comments.

There have not been a lot of webinars recently, but the Professional Development Committee only has two active members. In addition to trying to find new members for the Committee, perhaps it might be useful to send out an RFP for future webinars. Mickey proposed establishing two categories of webinars: informational webinars, and business webinars that are more promotional. Perhaps sponsors should be given the opportunity to present webinars.

Mickey mentioned establishing standard operating procedures for committee chair orientation, and material/speaking approval.

The recent GeoCaching event was successful. There has been a suggestion to hold similar events across the state, perhaps setting up a competition between regions.

A UAS article will be appearing in the Watertown newspapers soon. They interviewed Mickey, and he gave them Ben's contact information. When the article comes out, Mickey will forward it to Carol for the website.

Dates offered for a Legislative Map Day in Albany in 2017 are May 9, 16, or 23.

Mickey mentioned the possibility of meeting with other organizations, such as NYSSPE, NYCOM, or the NYS Association of Towns. The current emphasis should remain with NYSAPLS, but we should keep these organizations in mind. Larry suggested perhaps presenting at the NYS Association of Towns next year on the Emerging GIS project.

Mickey would like the Association to upgrade its booth and hand out materials. This would include a display screen for the videos, updated power point presentations, flyers, and giveaways (pens or the like).

There is some trepidation about adopting Slack as a communication tool. Mickey said perhaps a webinar on Slack or GitHub might be of interest.

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

The meeting adjourned at 2:04 PM.

Action Item List

1. Susan will send resolutions related to actions or policies to Communications for the website.
 2. Committee Chairs will submit budget requests for the year.
 3. Audit Committee will perform financial review of previous fiscal year.
 4. Christa will renew liability insurance.
 5. Christa will file tax returns.
 6. Christa will renew Survey Monkey.
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7. The Board will appoint a Nominating Committee.
 8. Christa will renew ClickWebinar.
 9. The Membership Committee will send out membership renewal reminders.
 10. Pete will contact the village he is familiar with to see if they would like to be part of the Emerging GIS pilot project.
 11. The Membership Committee will explore the possibility of raising the membership fee.
 12. Carol will set up folders in Google Docs for each committee.
 13. Michelle will update the task list so that a venue is recommended 18 months in advance instead of one year.
 14. Carol will ask Razy to rework the survey to incorporate Ben's comments.
 15. Mickey will forward the UAS article to Carol for the website.