

Date: Tuesday, August 16, 2016

Subject: Board of Directors Meeting

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

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Tao Tang, Christa Hay

Minutes: The meeting began at 1:46 PM.

Secretary's Report: Michelle Debyah, Secretary

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

A motion was made by Susan to approve the minutes from the July 5, 2016 special Board of Directors meeting to discuss the contracts for NYGeoCon 2017. Motion was seconded by Larry. Motion carried unanimously.

The only item on the task list for August is to call for nominations (Nominating). 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), and recommend nominees (Nominating).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated August 16, 2016 was reviewed. The current balance is \$33,673.73. Expenses since the last report include NYGeoCon 2017 deposit, Yankee Trails deposit, and travel for Sarah Diefendorf (workshop). There has been \$3,309.69 in income from membership dues.

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

Christa hopes to send the audit out this week.

Geospatial Summit 2016

The bus from Albany to the Summit has been reserved. As of Tuesday, August 9, 2016, there were only ten registrations for the Summit.

NYGeoCon 2017

Contracts are in place, and Cindy Sherwood with Delaney Meeting & Event Management (DMEM) is working on scheduling a reoccurring day and time for committee meetings.

President's Reports

Mickey received an email from Phillip Harmonick from the Counsel's Office at Empire State Development (ESD). In an effort to increase Minority and Women-owned Business Enterprise (MWBE) participation in GIS, ESD is interested in identifying prime contractors willing to mentor MWBE subcontractors on state contracts. Participating prime contractors would be able to receive additional technical points when responding to certain requests for proposals, and would also be able to take credit for the mentorship towards any applicable MWBE goal on the contract. Once Mickey receives final copy from ESD, he will send to Carol for distribution.

Mickey shared the WPBS quote for the Village of Croghan Emerging GIS video. Three days of shooting, four days of editing, scripting, narration, graphics, transcription, and drone footage at a cost of \$3,700.00. Pete asked if the three days had to be three full days, or if it could be broken into multiple sessions. Mickey will ask WPBS about the three days of shooting.

Mickey would like to schedule a meeting in Albany to walk through the Legislative Map Day area with the Legislative Committee and any Board Members interested in attending.

Mickey would like to schedule a follow up meeting with NYSAPLS sometime in September, perhaps in coordination with the NYS Geospatial Advisory Council so Colin can combine trips. Larry mentioned that Ben was invited to present an introduction to GIS workshop at the NYSAPLS annual conference, and they would be willing to present at our conference as well.

Mickey and Bev Corwin would like to set up a call with Carol, Susan, and Colin to discuss the goals of the External Development Committee and collaboration with the Communication Committee.

Susan said she is concerned about the low registration numbers for the Summit. Colin suggested reaching out through social media and the NYC regional groups, and Carol recommended a personal letter like Bill Johnson used to send out. It was pointed out that this is a slow time due to vacations, and that registration will likely pick up in September.

Colin said Kate Kiyantsa and Alan Leidner have agreed to participate on the Nominating Committee, and Carol volunteered as well.

Carol thinks it would be beneficial to for a Board member to write a letter to be sent to encourage renewals. Susan volunteered.

Carol said the current chair of the Transportation PAG is looking for someone to take over the group. Mickey will contact Eric Brady to see how the PAG's are doing.

Carol cleaned up duplicate profiles for about thirty members. She also said the new communication procedures seem to be working well.

Pete and Mickey will get together to sign the Village of Croghan MOU. Pete also reminded everyone that Jim Zollweg needs to be added to the grant meeting mailings.

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

The meeting adjourned at 2:39 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 file tax returns.
5. The Membership Committee will send out membership renewal reminders.
6. The Membership Committee will explore the possibility of raising the membership fee.
7. Colin will call for nominations.
8. Michelle will prepare a list of departing Board Members, Committee Chairs, and Officers.
9. Christa will renew the website domain for nysgis.net with HostMonster.
10. Colin will recommend nominees.
11. Mickey will send the wording he receives from ESD regarding MWBE to Carol for distribution.
12. Mickey will ask WPBS about the three days of shooting.
13. Susan will write a letter to encourage membership renewals.
14. Mickey will contact Eric Brady to see how the PAG's are doing.
15. Mickey will sign the Village of Croghan MOU.

NYS GIS Association, Inc.

August 16, 2016

Treasurer Report

Christa Hay

As of August 16, 2016 there is \$33,673.73 in the bank account.

Expenses (since last report):

2017 NYGEOCon Deposit	\$1500.00
Yankee Trails Deposit	\$100.00
Travel for Sarah Diefendorf (workshop)	\$170.63

Income:

Membership	\$3,309.69
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Balance:

\$36,983.42 [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