

Date: Monday, September 12, 2016

Subject: Board of Directors Meeting

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

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Colin Reilly, Larry Spraker, Christa Hay

Minutes: The meeting began at 2:31 PM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for September are to prepare a list of departing Board Members, Committee Chairs, and Officers (Secretary), and recommend nominees (Nominating). The items on the task list for October are renew website domain for nysgis.net with HostMonster (auto) (Treasurer), submit annual report (Committee Chairs), renew contract for website maintenance (Communications), and hold webinar (Professional Development). The items on the task list for the Annual Meeting are to acknowledge departing Board Members, Committee Chairs, and Officers (President), get Annual Treasurer's Report approved (Treasurer), and conduct election (Nominating).

Treasurer's Report: Christa Hay, Treasurer

There was no Treasurer's Report.

Geospatial Summit 2016

Susan asked about the possibility of the Association covering the reception costs of \$2,500.00 for bar and catering staff, \$20.00 per person for hors d'oeuvres, and up to \$500.00 for setup for Association members that attend the Annual Meeting. It was determined that it was too late to set this up because registrations have already been made. Carol suggested some other type of incentive such as drink tickets or a raffle.

Susan made a motion for the Association to pay the remaining \$1,550.00 or less of the Albany bus cost so that it does not need to be cancelled. Motion was seconded by Pete. Motion carried unanimously.

The bus should leave at the close of the Summit and not be delayed by after-hour events.

NYGeoCon 2017

Monthly meetings will begin in November. Mickey will bring a save the date poster to the Summit.

President's Reports

The WPBS quote for the Village of Croghan Emerging GIS video includes three days of shooting, four days of editing, scripting, narration, graphics, transcription, and drone footage at a cost of \$3,700.00. Three days of shooting equals six hours of filming, and it can be divided into three hour blocks. Mickey will bring this to vote at the next grant meeting.

Mickey hopes everyone will help promote the Summit. He will be sending out a personalized President's message to help promote attendance.

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.

The call for nominations has been sent out, and Colin is working on getting nominees.

Michelle and Colin are working on the audit.

Board Member Reports

Pete stated that the Village of Croghan MOU has been signed. He will be contacting the Mayor about getting started. He will begin by accessing what they have and where they want to go, and ask for recommendations at the next grant meeting.

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

The meeting adjourned at 3:16 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. Michelle will prepare a list of departing Board Members, Committee Chairs, and Officers.
8. Colin will recommend nominees.
9. Mickey will send the wording he receives from ESD regarding MWBE to Carol for distribution.
10. Mickey will contact Eric Brady to see how the PAG's are doing.

11. Committee Chairs will submit an annual report.
12. Carol will renew contract for website maintenance.
13. Mickey will acknowledge departing Board Members, Committee Chairs, and Officers at the Annual Meeting.
14. Christa will get the Annual Treasurer's Report approved at the Annual Meeting.
15. Nominating Committee will conduct the election at the Annual Meeting.
16. Mickey will notify Kate that the bus should leave at the close of the Summit and not be delayed by after-hour events.
17. Mickey will bring a NYGeoCon save the date poster to the Summit.
18. Mickey will send out a personalized President's message email to promote Summit attendance.
19. Mickey will set up a call with Bev Corwin, Carol, Susan, and Colin to discuss the goals of the External Development Committee and collaboration with the Communication Committee.