

**Date:** Thursday, January 19, 2017

**Subject:** Board of Directors Meeting

**Board Members Present:** Mickey Dietrich, Andy Mendola, Rick Reichert, Larry Spraker, Tao Tang, Pete Walsemann

**Committee Chairs and Officers Present:** Michelle Debyah

**Not Present:** Colin Reilly, Christa Hay

**Minutes:** The meeting began at 12:05 PM.

Secretary's Report: Michelle Debyah, Secretary

The Annual Meeting Minutes were posted to the website for member review for 30 days, ending December 23, 2016. No comments were received. A motion was made by Rick to approve the 2016 Annual Meeting Minutes. Motion was seconded by Larry. Motion carried unanimously.

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

The items on the task list for January are to renew New York Council of Nonprofits (Treasurer), renew website domain with GoDaddy for nygeosummit.org (auto - Treasurer), renew website domain with GoDaddy for nysgis.com (auto - Treasurer), hold webinar (Professional Development Committee), and perform financial review of previous fiscal year (Audit Committee). The items on the task list for February are to consider Westchester User Group Meeting sponsorship (Board), and consider GIS/SIG Conference sponsorship (Board).

Larry made a motion to sponsor the Westchester User Group Meeting for \$200.00, and sponsor lunch at the GIS/SIG Conference for \$400.00. Motion was seconded by Tao. Motion carried unanimously.

Michelle will let Christa know these sponsorships have been approved for 2017 and payment can be made.

Christa prevented a malicious attempt to gain access to Association funds. Coincidentally, Carol recently attended cyber security training where very similar spoofing attacks were discussed. Requests for payments that are not routine or are anyway unusual, especially when sent by email, should require verbal confirmation.

In an effort to increase security, Carol will be removing all email addresses and limiting the contact information provided for individual Board Members and Committee Chairs on the website.

Communications from the website will be routed through the [nysgeo@gmail.com](mailto:nysgeo@gmail.com) email address or the website contact form.

To further improve security, the Google account password will be changed at least annually; this has been added to the task list.

#### Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated January 2, 2017 was reviewed. The current balance is \$42,379.93. Expenses since the last report include the PO Box renewal. There has been \$247.54 in income from membership dues.

Christa also reported that the 2016 taxes were filed, and she has been going through all accounts to update billing and contact information.

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

#### NYGeoCon 2017

The Committee has reached out to a possible keynote, and is looking into holding the social event at the Olympic ice skating arena on the ice. They are trying to determine whether a bus would be of value, or if most attendees will drive to Lake Placid. The website should launch soon.

Tao would like to see subsidization for student registrations. Larry said they have not discussed the student registration fee yet, but believes it will be the same as previous conferences.

#### President's Reports

Legislative Map Day will be May 9<sup>th</sup> in Albany. Colin suggested a planning subcommittee which would include the Legislative Committee and any others who would like to participate. Mickey will discuss this with the Legislative Committee. Mickey has received feedback that the event needs to be interactive. He is hoping that in addition to posters and maps, there can be monitors with digital submissions, GPS demonstrations, and a drone. There was also a suggestion to reach out to other organizations such as the American Association of Geographers and the New York Geographic Alliance.

The Legislative Committee submitted a 2017 Legislative Agenda for adoption by the Board. There was a question about the intent of the bullet regarding the GIS revolving fund pool. Mickey will take back to the Legislative Committee for more information.

Mickey wants to be sure we continue to communicate with NYSAPLS, perhaps scheduling something at their next meeting in March.

Pete said there has been a change in personnel at the DPW in the Village of Croghan. He intends to reach out to the new person who will be the involved in the Emerging GIS pilot project.

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 made a motion to approve the video expenditure to WPBS at a cost of \$3,700.00 from the Fund for the City of New York grant. Motion was seconded by Rick. Motion carried unanimously.

Mickey expects Colin will set up a grant meeting to discuss Emerging GIS and the possibility of additional funds.

A motion was made by Pete to adjourn the meeting. Motion was seconded by Rick. Motion carried unanimously.

The meeting adjourned at 1:00 PM.

#### Action Item List

1. Mickey will send resolutions related to actions or policies to Communications for the website.
2. The Membership Committee will explore the possibility of raising the membership fee.
3. 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.
4. Mickey will send a letter of appreciation to Committee Members.
5. Board Members will sign an annual statement.
6. Committee Chairs will review and confirm roster on website.
7. Communications will update Committee rosters on website.
8. Michelle will collect signed annual statements.
9. Committee Chairs will submit budget requests for year.
10. Committee Chairs will submit plan/goals for the year.
11. Christa will renew the New York Council of Nonprofits (NYCON).
12. Christa will renew website domain with GoDaddy for nygeosummit.org (auto).
13. The Audit Committee will perform a financial review of previous fiscal year.
14. Colin will get pictures taken at the Summit to Carol for the website.
15. Colin will write a brief paragraph encouraging NYGeoCon attendance for the website.

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16. Michelle will let Christa know the GIS/SIG Conference and Westchester User Group Meeting sponsorships have been approved for 2017 and payment can be made.
17. Christa will pay the GIS/SIG Conference and Westchester User Group Meeting sponsorships.
18. Mickey will discuss the suggestion of a Legislative Map Day subcommittee with Legislative Committee.
19. Mickey will take the 2017 Legislative Agenda back to the Legislative Committee for more information on the GIS revolving fund pool.
20. Pete will reach out to the new person at the Village of Croghan who will be involved in the Emerging GIS pilot project.

**NYS GIS Association, Inc.**

January 2, 2017  
Treasurer Report  
Christa Hay

As of January 2, 2017 there is \$42,132.39 in the bank account.

**Expenses (since last report):**

PO Box (\$86.00)

**Income:**

Membership \$247.54

**Balance:**

Includes the NYC fund

**\$42,379.93**[includes checks not cleared\*]

GeoSpatial Summit \$11,160.86 (mostly final –already included in total Balance above)

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

**Budget Requests Received:** Please send your requests.

**Awards Committee \$1550.00**  
**Membership Committee \$1,000.00**  
**Legislative Committee \$200.00 (Legislative Day)**