

Date: Thursday, May 18, 2017

Subject: Board of Directors Meeting

Board Members Present: Colin Reilly, Mickey Dietrich, Rick Reichert, Tao Tang, Pete Walsemann

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Andy Mendola, Larry Spraker, Christa Hay

Minutes: The meeting began at 12:05 PM.

Secretary's Report: Michelle Debyah, Secretary

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

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

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated May 18, 2017 was reviewed. The current balance is \$49,790.95. Expenses since the last report include nysgis.net renewal, posters for Legislative Map Day, and Westchester User Group Meeting sponsorship. There has been \$1,366.62 in income from membership dues.

Christa has filed a tax extension, and is still working on the audit. She is tracking membership for the numbers from each membership mailing, and will be sending a check to the WNYGIS user group.

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

GeoSpatial Summit 2018

Kate will be gathering a group to begin planning soon.

NYGeoCon 2017

Susan and Larry contacted Mickey regarding funding to cover hotel or travel costs for workshop presenters. The Board was supportive of the idea, but needs to know dollar amounts prior to approval. Mickey will ask the NYGeoCon Committee to develop a more detailed proposal to bring to the Board.

President Reports

The Board will monitor the activity on H.R.482 and S.103 Local Zoning Decisions Protection Act of 2017 and if it comes back from committee will deliver a response. In the meantime, Colin will finalize the draft of the letter.

Colin will contact Garvis regarding scheduling webinars.

The inaugural Legislative Map Day went well. There was some engagement with a few legislators and other groups. In the future, it might be beneficial to notify legislators in advance that the Association will be there to provide information (not to lobby). An updated display would also be of value. Mickey is working on a letter to send to legislators who did stop by to thank them for their time. Directions and parking are a challenge unless you know where you are going.

WPBS TV has request the balance of \$2,467.00 for the Village of Croghan video this fiscal year, even though taping may not be finalized until their next fiscal year starting July 1, 2017.

A motion was made by Mickey to approve payment of \$2,467.00 to WPBS TV for the Village of Croghan video. Motion was seconded by Rick. Motion carried unanimously.

Mickey suggests the Association update its display setup for conferences, including a monitor, handouts, and giveaways. Perhaps a temporary committee could be appointed to look into this, or the NYGeoCon or Communications Committees may like to be involved.

Mickey is trying to schedule a meeting with several partners including the Environmental Finance Center regarding providing GIS interns and training to local governments. Colin has also been in touch with contacts at Boundless.

Mickey suggested Colin follow up with the Committees and PAGs to confirm that documents are being centralized to the Association's Google Drive folders.

Mickey would also like to remind anyone presenting on behalf of the Association that the presentations need to be branded appropriately, including using the NYS GIS Association name and logo.

Mickey suggested developing an Ethics Policy to send to committee chairs.

Mickey suggested the Association develop a Strategic Plan to have a plan in place to follow.

Colin will contact Christa to find out why the Association is not tax exempt and see what steps are needed to become tax exempt.

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

The meeting adjourned at 12:54 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. Committee Chairs will review and confirm roster on website.
 4. Communications will update Committee rosters on website.
 5. Committee Chairs will submit budget requests for year.
 6. Committee Chairs will submit plan/goals for the year.
 7. The Audit Committee will perform a financial review of previous fiscal year.
 8. Mickey will take the 2017 Legislative Agenda back to the Legislative Committee for more information on the GIS revolving fund pool.
 9. The GeoSpatial Summit Committee will recommend a venue 18 months prior to event date.
 10. The Board will approve the GeoSpatial Summit venue 18 months prior to event date.
 11. Christa will renew liability insurance.
 12. Christa will file tax returns.
 13. Christa will renew Survey Monkey (auto).
 14. Tao will send information on the 25th International Conference on Geoinformatics to Carol and Paula for the website.
-
15. The Board will appoint a Nominating Committee.
 16. Christa will renew ClickWebinar.
 17. Mickey will ask the NYGeoCon Committee to develop a more detailed cost support proposal.
 18. Colin's will finalize the draft response letter regarding H.R.482 and S.103 Local Zoning Decisions Protection Act of 2017.
 19. Colin will contact Garvis regarding scheduling webinars.
 20. Mickey will ask WPBS TV to invoice the Association for Village of Croghan video.
 21. Colin will follow up with the Committees and PAGs to confirm that documents are being centralized to the Association's Google Drive folders.
 22. Colin will contact Christa regarding becoming tax exempt.

NYS GIS Association, Inc.

May 18, 2017

Treasurer Report

Christa Hay

As of May 18, 2017 there is \$49,790.95 in the bank account. Tax extension has been filed.

Expenses (since last report):

Nysgis.net	(149.00)
Posters – Staples	(414.37)
Westchester Users Group	(200.00)

Income:

Membership	1,366.62
------------	----------

Balance:

\$50,957.57 [includes checks not cleared*]

Includes the NYC fund

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
1/23/2017	Quality Production	\$ 1,233.00	\$ 3,510.61

Budget Requests Received:

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