NYS GIS association

SUBJECT: **Membership Committee Meeting Summary**

DATE: **December 10, 2010**

LOCATION: Teleconference Call

The teleconference meeting began at 10:00 AM.

Meeting Purpose
Strategic Planning Meeting recap, 2011 work plans

Attendance
Sheri Norton, Carol Zollweg, Deborah Parker, Christa Hay, Razy Kased

Strategic Planning Meeting Recap
Carol Zollweg attended the meeting representing the Committee and provided a summary of relevant issues and questions. These included:

- Changing the membership year from calendar-based to May 1-April 30th. The intent is to encompass Geospatial Summit attendees and follow the GISMO regional user group cycle.
- Membership will be automatic with attendance at the Geospatial Summit.
- Find mechanisms to link the Association with regional user groups (e.g., with website improvements with practical content, generation of "Best Practices" guidelines)
- Focus each newsletter issue on a regional user group.
- A new Communications Committee was formed, to be chaired by Carol Zollweg. The newsletter, together with oversight of the website, Twitter, and Facebook pages will be managed by this new committee.
- The membership backend database integration into the website is still being worked on.
- Carol Zollweg will continue to update the MS Access database until the database on the website is completed. She and Christa Hay have discussed a process to help streamline the processing of new/renewed members.
- The welcome packet is envisioned as a set of PDF reference documents on a new Membership page.

2011 Work Plans
- Sheri Norton will draft the text for the new Membership web page.
- Deborah Parker will review the NYS GIS Clearinghouse website Who's Who directory and estimate number of individuals to contact for each member of the Committee.
- Carol Zollweg will track prepare matrix chart listing individuals in the MS Access database and the years of membership. This will be used as an aid for encouraging people to renew membership in the Association.
- Further discussion on how to streamline the registration in both the Association and regional user groups (rather than as separate registration processes).
- Investigate logistics of adding new PayPal links for regional user groups. This will require adjustment of the Association website.
- Razy Kased will draft a list of all higher education institutions with GIS integrated into the curriculum. This contact list will be used to directly encourage student membership and participation in the Association as well as the regional user groups.

The meeting was adjourned at 11:05 AM.