

Date: Thursday, January 18, 2018

Subject: Board of Directors Meeting

Board Members Present: Andy Mendola, Colin Reilly, Rick Reichert, Karyn Tareen, Alina Tarmu, Pete Walsemann

Committee Chairs and Officers Present: Michelle Debyah, Christa Hay, Kate Kiyanitsa

Not Present: Ben Houston

Minutes: The meeting began at 12:01 PM.

Secretary's Report: Michelle Debyah, Secretary

The Annual Meeting Minutes were posted to the website for member review for 30 days, ending December 31, 2017. No comments were received. A motion was made by Rick to approve the 2017 Annual Meeting Minutes. Motion was seconded by Colin. Motion carried unanimously.

A motion was made by Colin 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 provide financial records to the Audit Committee (Treasurer), renew New York Council of Nonprofits (NYCON) (Treasurer), renew website domain nygeosummit.org with GoDaddy (auto – Treasurer), change Google account password (Communications), hold webinar (Professional Development), and perform financial review of previous fiscal year (Audit). The items on the task list for February are to approve the GeoSpatial Summit preliminary budget (Board), consider Westchester User Group Meeting sponsorship (Board), consider GIS/SIG Conference sponsorship (Board), renew nysgis.net website hosting with InMotion (auto – Treasurer), and submit preliminary budget (GeoSpatial Summit).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated January 18, 2018 was reviewed. The current balance is \$39,512.86. Expenses since the last report include ClickMeeting, InMotion Hosting, GoDaddy, and New York Council of Nonprofits (NYCON). There has been \$235.00 in income from membership dues.

The balance is a bit lower than what we have carried in the past due to increased conference expenses.

Committees that have not already done so should send Christa their budget by the next board meeting.

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

The Long Island GIS User Group (LIGIS) is considering implementing a membership fee and Ross Baldwin asked if the Association could manage their money as we do for GISMO and WNYGIS. At

this time he is not sure he wants to make it a joint membership that includes the Association. If it is not a joint membership, the Board does not think the Association should be collecting their membership fee. Christa suggested he just get a "club" checking account at a local bank, though Karyn said that might be difficult without a tax id number. Andy will let Ross know that joint membership is necessary for the Association to collect money for a regional group.

Currently, the Association holds the money for GISMO and WNYGIS. When Christa updates membership renewals, she keeps track of those memberships and adds them to a running tally on a spreadsheet. When they request money for items such as domain renewals or special events, she sends a reimbursement check to the individual. The yearly taxes are all done under the Association. She estimates there is \$2,226.19 for GISMO and \$915.00 for WNYGIS, pending December membership updates and a WNYGIS reimbursement request for \$122.00.

GeoSpatial Summit 2018

Kate attended the Board Meeting to discuss the GeoSpatial Summit, which will be held at the Welch Allyn Lodge in Skaneateles in early October. She asked for clarification on what requires Board approval. In the past, the Board has approved the venue and the preliminary budget. The Committee is considering changes to the sponsorship model. If the changes are substantial, the Board could review them at the next meeting.

NYGeoCon 2017

Andy will ask Christa if the NYGeoCon 2017 finances have been finalized.

Andy joined the Summit call and asked if anyone would be willing to chair or co-chair the NYGeoCon 2019 Committee, no one was interested. He will send a solicitation to the membership.

President Reports

Frank Winters told Andy that the GeoSpatial Data Act has been revised to eliminate the language that was causing concern (S. 2128 <https://www.congress.gov/bill/115th-congress/senate-bill/2128/text> and H.R. 4395 <https://www.congress.gov/bill/115th-congress/house-bill/4395/text?r=21>).

The main objectives of the Act appear to be the establishment of National Geospatial Data Asset (NGDA) data standards, and data that does not conform to the standards will not be eligible for federal funds five years after the date of enactment. Did anyone find anything in the Act to be objectionable? While it appears that the controversial sections were removed, what would the effect be on NYS and is the scope wide enough that a response is unwarranted? Does the Association want to be an influencer, or primarily educate and inform?

Last year Colin had drafted a letter on a different legislation, only to receive a late recommendation that it did not appear the legislation was going to be acted on and that it was best not to draw attention to it. Another matter raised was based on a leaked document and not an official release. Many members may support open data, while some may not. The Association strives to be supportive of all members; taking political positions could alienate some members, though inaction could have a similar result.

Rick questioned how the Association should respond to legislative issues, especially on the part of the Legislative Committee, and the Communications Committee with regard to social media.

A motion was made by Pete to approve the release of the membership survey. Motion was seconded by Rick. Motion carried unanimously.

Board Member Reports

Alina will be joining the Education Committee.

Pete explained that a Request for Proposals (RFP) was put on the website and advertised at NYGeoCon to evaluate the Association's current practices and to develop a strategic plan. There were no responses (proposals were due by November 27, 2017). The RFP is available for review at <https://www.nysgis.net/wp-content/uploads/2017/10/NYSGISAssociationStrategicPlanRFP.pdf>.

It was determined that the results of the membership survey should be reviewed before determining whether to revise or redistribute the RFP.

Razy has expressed an interest to Andy on having Anita Graser present a QGIS webinar or presentation at the Summit. While she does not charge a speaker fee, she does request a donation to the organizations that sponsors QGIS of 500 euros (\$611.80).

In addition to the NYGeoCon 2017 finances, Andy will contact Christa regarding the status of last year's taxes, plans for this year's taxes, and information for the audit.

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

The meeting adjourned at 12:58 PM.

Action Item List

1. *Colin will send resolutions related to actions or policies to Communications for the website.*
2. *Communication Committee will confirm that website backups are being created by hosting service.*
3. Christa will file tax returns.
4. Colin will formalize the details of paying for administrative assistance.
5. Colin will contact Alan regarding additional grant money.
6. Colin will acknowledge departing Board Members, Committee Chairs, and Officers.
7. Colin will send a letter of appreciation to Committee Members.
8. Committee Chairs will review and confirm roster on website.
9. Communications will update Board and Committee rosters on website.
10. Committee Chairs will submit budget requests for year.
11. Committee Chairs will submit plan/goals for the year for website.
12. Christa will provide financial records to the Audit Committee.
13. The Audit Committee will perform financial review of previous fiscal year.

14. The Board will approve the GeoSpatial Summit preliminary budget.
15. The Board will consider Westchester User Group Meeting and GIS/SIG Conference sponsorship.
16. The GeoSpatial Summit Committee will submit a preliminary budget.
17. Andy will let Ross know that joint membership is necessary for the Association to collect money for a regional group.
18. Andy will send out a solicitation for committee members, especially for the NYGeoCon, GeoSpatial Summit, and Legislative Committees.
19. Andy will contact Christa regarding NYGeoCon 2017 finances, the status of last year's taxes, plans for this year's taxes, and information for the audit.

NYS GIS Association, Inc.

January 18, 2018

Treasurer Report

Christa Hay

As of January 17, 2018 there is \$39,512.86 in the bank account. Any committees that have not submitted budgets for this year please get those to me by the next board meeting.

Expenses (since last report):

Click meeting	(63.63)
InmotionHosting	(107.88)
Go Daddy.com	(20.17)
NY Council of Non Profits	(60.00)

Income:

Membership	235.00
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Balance:

\$39,452.86 [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
7/3/2017	Quality Production	\$ 2467.00	\$ 1043.61

Budget Requests Received:

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