

Date: Thursday, February 15, 2018

Subject: Board of Directors Meeting

Board Members Present: Andy Mendola, Rick Reichert, Ben Houston, Pete Walsemann

Committee Chairs and Officers Present: Christa Hay

Not Present: Colin Reilly, Alina Tarmu, Karyn Tareen, Michelle Debyah

Minutes: The meeting began at 12:18 PM.

Secretary's Report: Michelle Debyah, Secretary

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

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). The items on the task list for March are to ship Association table material to the GIS/SIG Conference (Treasurer), renew website domain nygeocon.com with GoDaddy (auto - Treasurer), renew website domain nygeocon.org with GoDaddy (auto - Treasurer), and backup all websites to an external drive (Communications).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated February 15, 2018 was reviewed. The current balance is \$39,330.46. Expenses since the last report include GISMO. There has been \$538.41 in income from membership dues.

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

GeoSpatial Summit 2018

The preliminary budget should be available by the next meeting. Andy has signed the contract so Christa can pay the \$1,000.00 deposit.

President Reports

The membership survey results were discussed. The results seem to indicate the Association is moving in the right direction, for example by holding more regular webinars.

Membership growth strategy

- New membership outreach through Professional Development opportunities (monthly webinars)
- Current membership retainment through engagement and benefit education (website content/fee)

- Consistent and coordinate communication and public relations efforts to build awareness (events)

The Board is still considering whether it is appropriate to sponsor a QGIS presentation by Anita Graser.

Board Member Reports

Pete will be hosting a QGIS learning event at Carthage High School.

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

The meeting adjourned at 12:45 PM.

Action Item List

1. *Colin will send resolutions related to actions or policies to Communications for the website.*
 2. *Communication Committee will confirm 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. Christa will provide financial records to the Audit Committee.
 9. The Audit Committee will perform financial review of previous fiscal year.
 10. The Board will approve the GeoSpatial Summit preliminary budget.
 11. The Board will consider Westchester User Group Meeting and GIS/SIG Conference sponsorship.
 12. Andy will send out a solicitation for committee members, especially for the NYGeoCon, GeoSpatial Summit, and Legislative Committees.
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13. Christa will ship Association table material to the GIS/SIG Conference.
 14. Christa will renew website domains nygeocon.com and nygeocon.org with GoDaddy (auto).
 15. Communications will backup all websites to an external drive.

NYS GIS Association, Inc.

February 15, 2018

Treasurer Report

Christa Hay

As of February 14, 2018, there is \$39,330.46 in the bank account. I will be updating the numbers for the GISMO and WNYGIS folks.

Expenses (since last report):

GISMO (\$122.40) from gismo accounting

Income:

Membership 538.41

Balance:

\$39,868.87 [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	\$ 2,467.00	\$ 1,043.61

Budget Requests Received:

Awards Committee \$1,550.00
Membership Committee \$3,000.00 (swag, prizes)
Legislative Committee \$200.00 (Legislative Day)