

Date: Thursday, July 19, 2018

Subject: Board of Directors Meeting

Board Members Present: Andy Mendola, Rick Reichert, Emily A. Fogarty, Ben Houston, Karyn Tareen, Pete Walsemann

Committee Chairs and Officers Present: Alyssa Fico, Razy Kased, Michelle Debyah

Not Present: Colin Reilly, Christa Hay

Minutes: The meeting began at 12:03 PM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for July are to send out the Annual Meeting announcement 60 days prior to event date (Board), renew website domains nysgisa.com and nysgisa.org with GoDaddy (auto - Treasurer), send out membership renewal reminders (Membership), and hold webinars (Professional Development). The items on the task list for August are to prepare a list of departing Board Members, Committee Chairs, and Officers (Secretary), and to send out a call for nominations (Nominating).

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated July 19, 2018 was reviewed. The current balance is \$47,595.63. Expenses since the last report include Survey Monkey, website maintenance contract (second installment), ClickMeeting, GoDaddy, and D&O Insurance. There has been \$1,246.63 in income from membership dues.

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

Purchasing event insurance for NYGeoCon or the GeoSpatial Summit if necessary (may be included in the contract) has been added to the annual task list.

GeoSpatial Summit 2018

Registration has opened and been announced. Karyn said sponsors have signed up for about \$3,000.00 so far, and she has had communications with GIS/SIG regarding an additional \$400.00.

NYGeoCon 2019

Alyssa said there is a conference call scheduled for tomorrow with Leslie at Delaney Meeting & Event Management (DMEM). They hope to get detailed information on Saratoga and Syracuse, the two locations under consideration.

President Reports

Razy joined the call to ask that if the Board is considering member only webinars, or charging for webinars or other professional development events, that the Professional Development, Membership, and Communications Committees be included in the discussion.

Is it worth the effort to set up the website to restrict webinar registration to members only when the registration link behind the login could be shared (only of minor concern), or when all the recordings would be available by searching for the Association on YouTube? Would an increase of resources mitigate this challenge?

Emily has been investigating how the Association could be approved to offer NYSED CTLE credits. It would allow the Association to offer CTLE credits to K-12 educators in NYS who need professional development credits and would cost \$600.00 for five years. Ben has also been pursuing continuing education credits. It may not be reasonable to administer this with volunteer effort alone. In addition to certification and administration costs, speaker charges could be likely.

What would the fee structure look like? One suggestion:

Members – free

Non-members – nominal fee (as incentive to join)

Education credits – larger fee

Not everyone attending a webinar or professional development event for education credits would have an interest in becoming a member.

What is the goal – to increase members, to increase revenue, to promote GIS education? What is the benefit to the Association and its members?

There was a suggestion to establish a committee to explore member only and/or fee based webinars further. Ben will start an email discussion to develop a committee name, purpose, and structure, with the intent of establishing a committee and appointing members at the next Board meeting.

Andy said there is an MCC student who needs to do community service with a non-profit and would like to do something GIS related. Razy will reach out to get him involved with the Professional Development Committee.

The nomination announcement for the Board and GAC has been sent out, mailings will continue every two weeks through the end of August. Rick has received no responses for President-Elect. Pete retires in two years and does not feel he would be able to provide the attention it needs. Razy will assist with development of the ballot on Survey Monkey, and Communications can provide an up to date member list prior to sending out the ballot. Rick hopes to document the process for future elections.

Ben will contact Dr. Jack Eichenbaum to discuss cross border outreach to get a better idea of what the Association's role would be and how duplication of effort would be avoided.

Ben and the Summit Committee have decided that content and timing do not work this year for continuing education credits, but he has already had discussions with the NYGeoCon Committee considering preconference workshops or the conference itself for credits next year.

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

The meeting adjourned at 1:00 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 (2016).
4. NYGeoCon 2019 Committee will recommend a venue.
5. The Board will approve the NYGeoCon venue.
6. Christa will file tax returns (2017).
7. Membership Committee will send out membership renewal reminders.
8. The Board will send out the Annual Meeting announcement 60 days prior to event date.

9. Michelle will prepare a list of departing Board Members, Committee Chairs, and Officers.
10. Ben will send an email to regarding a committee to explore member only and/or fee based webinars.
11. Ben will contact Dr. Jack Eichenbaum to discuss cross border outreach.

NYS GIS Association, Inc.

July 19, 2018

Treasurer Report

Christa Hay

As of July 18, 2018 there is \$47,595.63 in the bank account.

Expenses (since last report):

Survey Monkey	(\$360.00)
Website maintenance contract	(\$500.00)
Click Meeting	(\$711.00)
GoDaddy	(\$35.34)
D&O Insurance	(\$756.00)

Income:

Membership	\$1,246.63
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Balance:

\$48,842.26 [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	\$ 1,043.61

Budget Requests Received:

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