

Date: Thursday, October 18, 2018

Subject: Board of Directors Meeting

Board Members Present: Rick Reichert, Andy Mendola, Jonathan Garner, Chris Badurek, Emily A. Fogarty, Ben Houston, Karyn Tareen

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

Not Present:

Minutes: The meeting began at 12:01 PM.

Secretary's Report: Michelle Debyah, Secretary

A motion was made by Andy to approve the minutes from the September Board of Directors meeting. Motion was seconded by Karyn. Motion carried unanimously.

The draft Annual Meeting Minutes have been posted to the website for the 30-day member review ending November 22, 2018.

The items on the task list for October are to renew website domain nysgis.org with GoDaddy (auto - Treasurer), renew website domain nysgis.net with HostMonster (auto - Treasurer), submit annual reports (Committee Chairs), and submit website maintenance contract for Board approval (Communications). The items on the task list for November are to set Board Meeting and Committee Call schedules (President), appoint and confirm Secretary, Treasurer, Committees, and Committee Chairs (President and Board of Directors), write "President's Message" (President), develop Association priorities for the year (President), acknowledge departing Board Members, Committee Chairs, and Officers (Past-President), send letter of appreciation to Committee Members (Past-President), sign annual statement (Board of Directors), submit photo and contact information for website (New Board Members), update roster of Board Members & Committee Chairs (Secretary), distribute annual statements (Secretary), make Annual Meeting Minutes available for member review for 30 days (Secretary), pay first installment of website maintenance contract (Treasurer), send membership balance to WNYGIS Users Group (Treasurer), review and confirm roster on website (Committee Chairs), and update Board and Committee rosters on website (Communications).

Treasurer's Report: Christa Hay, Treasurer

A motion was made by Andy to ratify the decision approving the Annual Treasurer's Report during the Annual Meeting. Motion was seconded by Karyn. Motion carried unanimously.

The Treasurer's Report dated October 18, 2018 was reviewed. The current balance is \$53,256.66. Expenses since the last report included Summit expenses of \$13,766.82. There has been \$483.44 in income from membership dues and \$18,260.00 for the Summit.

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

GeoSpatial Summit 2018

Kate joined the call to start a discussion on the future of the Summit. It can be difficult to get attendees, presenters, and vendors to travel for a one-day conference, and vendors don't feel there is much benefit to simply underwriting. Several ideas were shared:

- Combine Summit and NYGeoCon into one event with one day of plenary sessions and break out sessions the second day
- Keep Summit style but gear it to more of a regional event
- Expend the Summit to two days and give vendors tables
- Give vendors the chance to interact with attendees but keep same duration
- Add vendor expo
- Add educational content, possibly workshops
- Increase networking
- Survey members to see how they would like the Summit

Kate will work with the Summit Committee to create a few scenarios for a possible survey. She would also like to add a co-chair for 2020.

NYGeoCon 2019

Chris visited the Marriott and said it is a great venue and has been recently renovated. Chris also had lunch with NUAIR, a drone research organization, and they are excited to do something with us at conference. Similar to what Kate suggested above, the NYGeoCon Committee has been discussing adding plenary sessions to balance out some of the breakout sessions.

President Reports

The Board Meeting schedule will remain the third Thursday of every month from 12:00 PM to 1:00 PM. The Committee Call schedule will remain the second Thursday of every three months from 11:00 AM to 12:00 PM (quarterly in March, June, September, and December).

Rick appointed Christa Hay as Treasurer, and Michelle Debyah as Secretary. A motion was made by Ben to confirm the Secretary and Treasurer as appointed by Rick. Motion was seconded by Andy. Motion carried unanimously.

Rick identified the following Committees and Committee Chairs for 2019:

- Awards Committee – TBD
- Communications Committee – Paula Cutrone, Carol Zollweg
- Education Committee – TBD
- GeoSpatial Summit 2020 Committee – Kate Kiyanitsa
- Legislative Committee – TBD
- Membership Committee – Razy Kased
- NYGeoCon 2019 Committee – Chris Badurek, Alyssa Fico
- Professional Development Committee – Razy Kased, Colin Reilly
- Regional Coordination Committee – TBD

A motion was made by Andy to confirm the Committees and Committee Chairs as appointed by Rick. Motion was seconded by Ben. Motion carried unanimously.

In 2014, GISMO opened membership to students for free and also wanted them to become Association members. GISMO offered to pay the Association \$5.00 for each of the first 35 students, if the Association agreed to give free registrations to students over the first 35. There was a concern registration could become confusing and whether a similar arrangement should be offered to other regional groups. The Board approved the student membership arrangement with GISMO for one year as a test. In 2015, the Board agreed to renew subsidizing joint student memberships with GISMO paying \$200.00 toward Association student memberships and the Association subsidizing the rest. It appears this just became “procedure” for the past couple years with GISMO sending a list of students to be renewed, it is not clear if the Association has even been collecting the \$200.00. GISMO sent us a list last month with 257 students.

The Board agreed that all students should be the same, but there was much discussion as to whether they should all be free or all pay the \$5.00 membership fee. Offering students free membership increases our membership, increases engagement, draws students into the professional community, presents recruiting opportunities, and helps them start to build a portfolio for future GISP certification. However, it also imparts a cost to the Association to manage free memberships, membership may be perceived as less valuable, and should be considered with the larger view of the benefits of membership, such as member-only webinars.

If students were given free memberships they should be required to renew their memberships every year, and the Communication Committee would need to be consulted on the logistics. A policy would need to be created and it should contain a stipulation that free student members are non-voting members so the increase in members does not affect our ability to reach a quorum at the Annual Meeting. Rick asked everyone to give it some thought and send him suggestions that could be gathered into a policy. Chris suggested getting input from the Education Committee as well.

Due to its relation to the larger debate of the benefits of membership, this is not something that can be resolved in one or two meetings. Ben made a motion to continue subsidizing GISMO students at a cost to GISMO of \$200.00 for one more year while a policy on student memberships can be considered. Motion was seconded by Karyn. Motion carried unanimously.

Ben spoke to Dr. Jack Eichenbaum, and while it was agreed that there would be value in engaging the surrounding States and Canada, there are some groups already doing this to a certain extent, and that the Association does not have the resources to take it on at this time.

There were discussions at the Summit on continuing education strategic planning. Ben will send out updated notes for discussion at the next Board Meeting.

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

The meeting adjourned at 1:11 PM.

Action Item List

1. *Andy 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. Christa will file tax returns (2017).

5. Communications will backup all websites to an external drive.
6. Christa will renew website domain nysgis.org with GoDaddy (auto), and website domain nysgis.net with HostMonster (auto).
7. Communications will submit website maintenance contract for Board approval.

8. Rick will write the "President's Message".
9. Rick will develop Association priorities for the year.
10. Andy will acknowledge departing Board Members, Committee Chairs, and Officers.
11. Andy will send a letter of appreciation to Committee Members.
12. Board Members will sign annual statements.
13. New Board Members will submit photo and contact information for website.
14. Michelle will update the roster of Board Members & Committee Chairs.
15. Michelle will distribute annual statements.
16. Christa will pay first installment of website maintenance contract.
17. Christa will send membership balance to WNYGIS Users Group.
18. Committee Chairs will review and confirm roster on website.
19. Communications will update Board and Committee rosters on website.
20. Everyone should consider student membership and send thoughts to Rick.
21. Christa will add GISMO students for 2019.
22. Ben will send out updated notes on continuing education strategic planning.

NYS GIS Association, Inc.
October 18, 2018
Treasurer Report

As of October 18, 2018 there is **\$53,256.66** in the bank account. I realized when I re-read the annual report that the income from the Summit was stated as \$13,086.25 was probably confusing. That amount was not the profit but the money that had come in during the month. The profit was \$5,493.18. Total income was \$18,260.00 and total expenses \$12,766.82.

Expenses: (since last report to the board)

The summit budge is attached. No other expenses.

Income: (since last report to the board)

Membership \$483.44

Balance: \$53,740.10

Estimated Upcoming Yearly Operating Expenses *(these will be adjusted with new budget requests from committees)*

Office Expenses	\$400.00
Meeting Costs	\$150.00
Travel Expenses	\$500.00
Sponsorships	\$600.00
Website Maintenance	\$1,000.00
Webinars	\$1,500.00
D&O Insurance	\$800.00
Promotional Items	\$500.00
Awards Committee	\$900.00
Communications	\$1000.00