

Date: Thursday, April 18, 2019

Subject: Board of Directors Meeting

Board Members Present: Rick Reichert, Jonathan Garner, Chris Badurek, Karyn Tareen

Committee Chairs and Officers Present: Michelle Debyah, Christa Hay

Not Present: Andy Mendola, Emily A. Fogarty, Ben Houston

Minutes: The meeting began at 12:02 PM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for April are to send a letter to the membership thanking Sustaining Businesses and Institutions (President), approve GeoSpatial Summit venue (Board), renew D&O liability insurance (Treasurer), recommend a venue (GeoSpatial Summit Committee), and hold webinar (Professional Development). The items on the task list for May are to approve GeoSpatial Summit preliminary budget (Board), file tax returns (Treasurer), purchase event insurance for NYGeoCon if necessary (Treasurer), renew Survey Monkey (Treasurer-auto), pay the second installment of the website maintenance contract (Treasurer), renew nysgis.net SSL Certificate with InMotion (Treasurer-auto), and submit GeoSpatial Summit preliminary budget (GeoSpatial Summit Committee).

The Audit Committee, comprised of Jonathan Garner and Michelle Debyah, performed a financial review of 2018 and found the financial records of the NYS GIS Association to be in order. Transactions related to NYGeoCon and the GeoSpatial Summit, and payments to GISMO and the Western NY GIS Users Group from joint membership dues are challenging to audit as many lack supporting documentation. The Audit Committee recommends that the NYGeoCon and GeoSpatial Summit budgets and the joint membership dues tracking spreadsheet continue to be included in the audit financial records, as they were this year, to facilitate review of those transactions.

A motion was made by Chris to accept the Audit Committee 2018 Financial Audit. Motion was seconded by Karyn. Motion carried unanimously.

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated April 18, 2019 was reviewed. The current balance is \$51,297.13. Expenses since the last report include Westchester GIS User Group meeting sponsorship. There has been \$251.91 in income from membership dues. Christa will be sending a document for discussion suggesting how she would like budget requests submitted and approved by the Board, and looking to see if Ennect Event credits should be purchased this year.

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

NYGeoCon 2019

Vendors are starting to register for NYGeoCon, and the call for papers has gone out.

GeoSpatial Summit 2020

Kate sent the GeoSpatial Summit survey results and requested the Board discuss options for potential changes to the Summit. If the Summit is not changed, she asks the Board to consider some of the negative feedback and be open to changes to address these concerns, such as paying speakers (or at least their travel/accommodation), and offering more sponsor visibility (perhaps replacing one speaking slot for sponsor lightning talks). She looks forward to the Board's thoughts as they begin to plan for the Summit next year.

The survey was closely split with 51% saying to leave it as is, though the Board recognizes Kate's concerns of obtaining sponsors. The Welch Allyn Lodge is a great venue but has space limitations. Moving around the state has some value, but makes planning more difficult and does not guarantee increased attendance. There is limited support for WebEx with concerns that it waters down the experience, precludes networking, and could result in a loss of some attendees, though there was one suggestion to try it with a portion of the program.

In summary, the Board suggests leaving it as is, but supports Kate's recommendations of paying for speakers if feasible, and giving the sponsors more visibility. Some ideas for sponsors included:

- sponsor lightning talks or round table discussion on the future of GIS in place of a speaking slot
- set up tables for vendors in the food area for an hour or two during the social reception
- set aside some time the main day for attendees to visit a vendor area
- give smaller sponsors a table and larger sponsors speaking time

There was a comment on the survey that the last Summit wasn't ready when people arrived. Christa said she believes this was a reference to the Annual Meeting and not the Summit itself. She pointed out that the Committee is not responsible for the Annual Meeting; they just provide a time slot and room. The Board is responsible for paper work, registration, etc.

President Reports

In March, the Board approved \$200.00 to sponsor the Long Island GIS User Group Meeting. The cost of refreshments and resources are being covered by the venue, so they would like to use the sponsorship for their fall conference instead. The sponsorship was implied for the spring event, they should come back in the fall with a request.

Board Member Reports

Chris saw Ben at the GIS/SIG Conference and they are still interested in offering continuing education credits at NYGeoCon. Ben was trying to recall if the Association had paid the fee to provide credits for engineers and surveyors, and they are working on a workshop at NYGeoCon to appeal to them.

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

The meeting adjourned at 12:42 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. Andy will send a letter of appreciation to Committee Members.
6. Committee Chairs will review and confirm roster on website.
7. Communications will update Board and Committee rosters on website.
8. Everyone should consider student membership and send thoughts to Rick.
9. Committee Chairs will submit plan/goals for the year for website.
10. Communications will credit Board and Committee participation in member database.
11. The GeoSpatial Summit Committee will recommend and the Board will approve a Summit venue.
12. Christa will renew the D&O liability insurance.

13. The GeoSpatial Summit Committee will submit and the Board will approve the Summit preliminary budget.
14. Christa will file tax returns (2018).
15. Christa will purchase event insurance for NYGeoCon if necessary.
16. Christa will renew Survey Monkey (auto).
17. Christa will pay the second installment of the website maintenance contract.
18. Christa will renew the nysgis.net SSL Certificate with InMotion (auto)
19. Christa will sending a document for discussion suggesting how she would like budget requests submitted and approved by the Board.
20. Christa will determine if Ennect Event credits should be purchased this year.

NYS GIS Association, Inc.
April 18, 2019
Treasurer Report

As of April 18, 2019, there is **\$51,297.13** in the bank account.

Expenses: (since last report to the board)

Westchester GIS Users Group \$200.00

No expenses.

Income: (since last report to the board)

Membership \$251.91

Balance: **\$51,349.04** (includes checks not cleared)