

Date: Thursday, August 15, 2019

Subject: Board of Directors Meeting

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

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Chris Badurek, Karyn Tareen, Christa Hay

Minutes: The meeting began at 12:01 PM.

Secretary's Report: Michelle Debyah, Secretary

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

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). The items on the task list for September are to prepare certificates of appreciation for departing Board Members, Committee Chairs, and Officers (Secretary), submit budget requests for upcoming year to Treasurer in November for approval at the December Board of Directors meeting (Committee Chairs), backup all websites to an external drive (Communications), and recommend nominees (Nominating).

Treasurer's Report: Christa Hay, Treasurer

Christa reported the current balance is \$56,762.79. She has renewed the D&O liability insurance.

NYGeoCon 2019

Chris reported that registration is open and registrations are coming in. As registrations increase, they should soon have a better sense of budget numbers.

GeoSpatial Summit 2020

The Summit Committee intends to stay at the Welch Allyn Lodge for the 2020 Summit. They are easy to work with and give them a good deal. In order to attract better speakers, they are working on figures to add paying for speakers to their budget. Kate hopes to have a proposed budget with the revised figures to the Board soon. The contract with the Lodge will take a little longer; they need to set dates for that, which they do not normally do until the beginning of the year of the Summit.

Kate would like to remain as chair of the Summit Committee, but can only do so if a co-chair is added. She has asked existing members of the Committee if anyone would co-chair, but if no one volunteers, she will need to ask for help from the wider membership.

President Reports

Rick appointed Melissa Hegeman and Leticia Vasquez as co-chairs of the Professional Development Committee. A motion was made by Ben to confirm Melissa and Leticia as Professional Development Committee Co-Chairs. Motion was seconded by Jonathan. Motion carried unanimously.

Membership Committee Chair and GeoSpatial Summit 2020 Committee Co-Chair remain as vacant chair positions.

With Ben's departure, there is one open Board position to be filled, as well as President-Elect. Rick will contact existing Board Members to see if any of them are interested in the President-Elect position.

Jonathan was contacted by Jonathon Little from Monroe Community College (MCC) asking for Association support for the *Meeting Workforce Needs with Virtual GIST* proposal he is leading. He is asking for regular participation from the Board, webinar support, and reduced rates for the Annual Conference. He supplied a sample letter of support for discussion and modification as necessary.

There were some concerns with committing to "significantly reduced cost student and speaker registration" for conferences. Please review the letter and share any questions or concerns with Jonathan.

Board Member Reports

Ben is working on the budget for booth materials. He will try to coordinate a time with Jonathan and Andy regarding the membership discussion.

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

The meeting adjourned at 12:24 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, 2017, and 2018).
 4. The GeoSpatial Summit Committee will recommend and the Board will approve a Summit venue.
 5. The GeoSpatial Summit Committee will submit and the Board will approve the Summit preliminary budget.
 6. Christa will purchase event liability and cancellation insurance for NYGeoCon.
 7. Christa will determine if Ennect Event credits should be purchased this year.
 8. The GeoSpatial Summit Committee will submit and the Board will accept the Summit contract(s).
 9. Ben will coordinate further discussion on membership and benefits with Andy, Jonathan, and anyone else interested, with a time limit of October.
 10. Ben volunteered to work on a budget for developing event materials such as a booth skirt, banner, and handouts for the table.
 11. The Board will send out an Annual Meeting announcement 60 days prior to the event date.
 12. Membership will send out membership renewal reminders.
 13. Michelle will prepare a list of departing Board Members, Committee Chairs, and Officers.
 14. The Nominating Committee will send out a call for nominations
 15. The Professional Development Committee will decide whether to continue using ClickMeeting.
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16. Michelle will prepare certificates of appreciation for departing Board Members, Committee Chairs, and Officers.
17. Committees Chairs will submit budget requests for upcoming year to Christa by November 15, 2019, for approval at the December Board of Directors meeting.
18. Communications will backup all websites to an external drive.
19. The Nominating Committee will recommend nominees.