

Date: Thursday, September 19, 2019

Subject: Board of Directors Meeting

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

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Andy Mendola, Emily A. Fogarty, Christa Hay

Minutes: The meeting began at 12:02 PM.

Secretary's Report: Michelle Debyah, Secretary

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

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). The items on the task list for the Annual Meeting are to bring Association sign to NYGeoCon and hand off to incoming President (President), acknowledge departing Board Members, Committee Chairs, and Officers at Annual Meeting (President), take Association sign from NYGeoCon as incoming President (President-Elect), get Annual Treasurer's Report approved (Treasurer), and conduct the election (Nominating).

Treasurer's Report: Christa Hay, Treasurer

Christa reported the current balance is \$48,390.34. This includes a recent transfer of \$1,349.63 from PayPal for membership dues. A separate NYGeoCon budget will be provided after the conference.

Christa has received one budget request for 2020 from the Awards Committee for \$1,000.00. She reminds other Committees to submit their budget requests.

NYGeoCon 2019

Chris said the Committee is relieved there have been a lot of last minute registrations and hotel bookings, and they are expecting a good turnout.

Rick said there a table at NYGeoCon to recruit volunteers for the Committees, especially Membership Committee Chair and GeoSpatial Summit 2020 Committee Co-Chair.

GeoSpatial Summit 2020

The Summit Committee recommends the Welch Allyn Lodge in Skaneateles Falls, NY as the venue for GeoSpatial Summit 2020. The dates and contract are to be determined to avoid conflict with other fall conferences, such as NEARC. Kate shared proposed dates of Tuesday, September 22, 2020 for the

Annual Meeting and Reception, with the Summit on Wednesday, September 23, but it is too soon to confirm.

A motion was made by Ben to approve the Welch Allyn Lodge in Skaneateles Falls, NY as the venue for GeoSpatial Summit 2020. Motion was seconded by Karyn. Motion carried unanimously.

Kate also sent the proposed budget for Board approval. Proposed expenses are \$15,806.22, an increase of about \$2,000.00 to compensate speakers in an effort increase participation. No concerns were raised, but approval was tabled until the next meeting so there would be more time to review.

President Reports

Membership Committee Chair and GeoSpatial Summit 2020 Committee Co-Chair remain as vacant chair positions. The Professional Development Committee now has a full roster and already has a webinar planned for October.

It appears that a member set up auto renewal payments with PayPal multiple times, and is now upset that multiple payments were processed. Christa is working on how to refund, and whether it needs to come from the Association or PayPal. She also wants to confirm renewal reminders only go to members that have not renewed or have not set up auto renewals.

Jonathan received one nomination for President-Elect (Chris Badurek), and four nominations for two Board positions (Karyn Tareen, Wai Ming Chan, Mary Susan Knauss, and Catherine Dubreck). Due to NYGeoCon being early and being behind in the election process, Rick sent out the election ballot on Tuesday, September 17, 2019.

Jonathan revised the letter of support to Jonathon Little from Monroe Community College (MCC) for the *Meeting Workforce Needs with Virtual GIST* proposal to address all Board Member concerns and recommendations. The letter needed to be submitted at the beginning of the month.

A motion was made by Ben to memorialize the signing of the *Meeting Workforce Needs with Virtual GIST* letter of support by President-Elect Jonathan Garner on September 3, 2019. Motion was seconded by Karyn. Motion carried unanimously.

Board Member Reports

Ben sent a memo to the Board regarding member benefits for consideration of continuing the discussion next year. He will also work on the budget for booth materials for consideration next year as well.

Ben said he never got the SurveyMonkey email for the election, he checked all folders including spam in gmail. Michelle confirmed he is on the current member list and tested his email address from the list, and it worked. He wonders how many others members did not receive it.

Rick thanked Jonathan and Chris for volunteering to take the Association forward, and thanked Andy and Ben for their contributions.

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

The meeting adjourned at 12:28 PM.

Action Item List

1. *Andy will send resolutions related to actions or policies to Communications for the website.*
 2. Christa will file tax returns (2016, 2017, and 2018).
 3. The Board will approve the GeoSpatial Summit 2020 preliminary budget.
 4. The GeoSpatial Summit Committee will submit and the Board will accept the Summit contract(s).
 5. Membership will send out membership renewal reminders.
 6. The Professional Development Committee will decide whether to continue using ClickMeeting.
 7. Committees Chairs will submit budget requests for upcoming year to Christa by November 15, 2019, for approval at the December Board of Directors meeting.
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8. Rick will bring the Association sign to NYGeoCon.
 9. Rick will acknowledge departing Board Members, Committee Chairs, and Officers at the Annual Meeting.
 10. Jonathan will take the Association sign from NYGeoCon as incoming President.
 11. Christa will get the Annual Treasurer's Report approved.
 12. The Nominating Committee will conduct the election.