

Date: Thursday, January 16, 2020

Subject: Board of Directors Meeting

Board Members Present: Jonathan Garner, Rick Reichert, Chris Badurek, Wai Chan, Mary Susan Knauss, Karyn Tareen

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Emily A. Fogarty, Christa Hay

Minutes: The meeting began at 12:02 PM.

Secretary's Report: Michelle Debyah, Secretary

A motion was made by Mary Susan to approve the revised minutes from the December Board of Directors meeting. Motion was seconded by Chris. Motion carried unanimously.

The items on the task list for January are annual New York Council of Nonprofits membership reminder (Secretary), provide financial records to the Audit Committee (Treasurer), renew New York Council of Nonprofits (Treasurer), renew nygeosummit.org website domain with GoDaddy (Treasurer/auto), and financial review of previous fiscal year (Audit). The items on the task list for February are accept Audit Committee Financial Audit (Board), consider GIS/SIG Conference sponsorship (previously \$400.00 - reciprocated) (Board), consider Westchester User Group Meeting sponsorship (previously \$200.00) (Board), consider Long Island GIS User Group Meeting sponsorship (previously \$200.00) (Board), and credit Board and Committee participation in member database (Communications).

Annual reminder that the Association is a member of the New York Council of Nonprofits (NYCON). For more information on the resources available, the NYCON website is <http://www.nycon.org/>, and their events and training page is <http://www.nycon.org/index.php/attend-event/>.

As the Communications Committee is rebranding and reorganizing the website, they are requesting guidance on what they should include in the highlighted section of the home page (first section toward top of home page). Aside from the conferences, what is the Association focusing on for the coming year? What are the Committees working on and should that be communicated to members?

Initial suggestions include spotlight on regional groups, information on regional group events, committee highlights, and an event calendar. A scrolling link at the top of the page to a calendar of events throughout the State with links to more information was also suggested. Please send Jonathan additional ideas, he will compile them and share them with the Board and Communication Committee.

Treasurer's Report: Christa Hay, Treasurer

Christa reported the current balance is \$54,858.89. Expenses since the last report include GoDaddy website domain renewal, and keynote speaker travel reimbursement (check not yet cleared). She will renew New York Council of Nonprofits (NYCON) membership, and prepare the audit.

GeoSpatial Summit 2020

The Committee began meeting this month. The location is the Welch Allyn Lodge. Dates have not been finalized. They will stay away from other conferences, such as NEARC. Perhaps the end of September, early October. NEARC has been announced for November 15-18, 2020 in Bretton Woods, NH. We should get a date out as soon as possible.

NYGeoCon 2021

Chris thanked Jonathan for recommending a couple new Committee members. Delaney would like to start working on NYGeoCon relatively soon. Jonathan asked how payment is handled if we start working with them this early. Chris said he believes there is an early payment for site analysis and a later payment for conference planning.

President Reports

Jonathan appointed Chris and Michelle to the Audit Committee. A motion was made by Rick to confirm the Audit Committee as appointed by Jonathan. Motion was seconded by Karyn. Motion carried unanimously.

Jonathan has added several organizations to the Potential Collaboration sheet in Google Docs. Please review the list to see if you have contacts at any of the organizations listed, and to add additional suggestions. Jonathan would like to schedule a separate call to discuss next steps.

The Past President serves as the Association's representative to the NYS Geospatial Advisory Council, unless other representation is determined by the Board (per Bylaws). Rick is already on the Council, so wanted to offer the opportunity for additional representation for the Association for this year. Mary Susan expressed interest; Rick will let the Council know.

Chris said NEARC is seeking sponsors for their spring conference, but it is expensive at \$750.00. Jonathan wondered if there is a way to benefit and promote each other without exchanging checks.

Chris inquired if the Association could play a role in promoting the value and importance of participation in the 2020 Census, including reaching out to non-GIS users. Suggested included articles sent to Communications for distribution, a Census themed map competition, and webinars.

Board Member Reports

Wai asked if we should be sending out periodic membership renewal reminders. The membership year is from July 1st to June 30th, and there are task list items for the Membership Committee to send out renewal reminders in June and July. It would not hurt to be proactive, but now might be a bit too early.

Mary Susan plans to contact the GIS Program Office to see if we can collaborate on the Who's Who directory and perhaps compare it against Association members. She will also contact the Governor's Office of Employee Relations to see if we can get NYGeoCon and the GeoSpatial Summit added to the New York State approved training list. Mary Susan will be giving a presentation next month at New York Engineers Week to promote GIS to civil engineers.

A motion was made by Mary Susan to adjourn the meeting. Motion was seconded by Karyn. Motion carried unanimously.

The meeting adjourned at 12:52 PM.

Action Item List

1. Rick 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 GeoSpatial Summit Committee will submit and the Board will accept the Summit contract(s).
 4. The Professional Development Committee will decide whether to continue using ClickMeeting.
 5. Jonathan will write the President's Message.
 6. Jonathan will develop Association priorities for year.
 7. Board Members will sign and Michelle will collect signed Annual Statements.
 8. Committee Chairs will submit plan/goals for the year for website.
 9. Rick will mail the remaining certificates of appreciation.
 10. Christa will provide financial records to the Audit Committee.
 11. Christa will renew New York Council of Nonprofits.
 12. Audit Committee will perform financial review of previous fiscal year.
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13. The Board will accept the Audit Committee Financial Audit.
 14. The Board will consider GIS/SIG Conference sponsorship (previously \$400.00 - reciprocated).
 15. The Board will consider Westchester User Group Meeting sponsorship (previously \$200.00).
 16. The Board will consider Long Island GIS User Group Meeting sponsorship (previously \$200.00).
 17. Communications will credit Board and Committee participation in member database.
 18. Jonathan will compile and share suggestions for the highlighted section of the home page.
 19. Board Members will review and add contacts or additional groups to the Potential Collaboration list.
 20. Mary Susan will contact the GIS Program Office regarding collaboration on the Who's Who list.
 21. Mary Susan will contact the Governor's Office of Employee Relations to see if NYGeoCon and the GeoSpatial Summit can be added to the New York State approved training list.