

**Date:** Thursday, March 19, 2020

**Subject:** Board of Directors Meeting

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

**Committee Chairs and Officers Present:** Kate Kiyanitsa, Michelle Debyah

**Not Present:** Emily A. Fogarty, Karyn Tareen, 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 minutes from the February Board of Directors meeting. Motion was seconded by Wai. Motion carried unanimously.

The items on the task list for March are review liability insurance (Board), renew website domains nygeocon.com and nygeocon.org with GoDaddy (Treasurer - auto), and backup all websites to an external drive (Communications). The items on the task list for April are to approve NYGeoCon venue (Board), renew D&O liability insurance (Treasurer), and recommend a venue (NYGeoCon).

Treasurer's Report: Christa Hay, Treasurer

There was no Treasurer's Report. Christa has been very busy at the Emergency Operation Center.

A motion was made by Mary Susan to renew the Non Profit Directors & Officers Liability Insurance for \$756.00. Motion was seconded by Chris. Motion carried unanimously.

GeoSpatial Summit 2020

Kate joined the call to discuss the impact of COVID-19 on Summit planning. They had been meeting every two weeks, and are still hoping to hold the Summit October 20-21<sup>st</sup> at Welch Allyn Lodge. They have a contract and if it is returned with the \$1,000.00 deposit, they can cancel up to 14 days before the event and only lose the deposit. Kate said they could put the deposit down and put further planning on hold for the next few months to see how the situation progresses. They recommend three go/no-go dates: in June to decide whether to move forward with the Summit, a month or two later to decide whether to incur non-refundable costs for setting up registration, and then after registration opens whether enough people register. Chris mentioned that colleges are making budget changes for the fall semester and there will likely be travel restrictions and limited budgets.

Mary Susan sent a link to an Imperial College report that recommends five months of extreme measures and social distancing. She suggested just cancelling the Summit. Wai asked if Summit could be held virtually. Kate said the Committee discussed that and they do not want to plan an all-day webinar event. She said the Board could work with the Professional Development Committee if that is something they wanted to pursue, and they would cancel the Summit.

Jonathan suggested waiting a month or two to see how things play out. Kate said there should not be a problem on waiting to decide whether to sign the contract, and they should still have enough time to plan. She suggested revisiting at the June Board Meeting and making a decision then.

#### NYGeoCon 2021

Chris talked to Leslie from Delaney; the Spring NEARC Conference has been cancelled. She looks forward to working on NYGeoCon and is hopeful that things will be back to normal eventually.

#### President Reports

Jonathan appointed Ann Deakin as co-chair of the Communications Committee. A motion was made by Chris to confirm Ann Deakin as co-chair of the Communications Committee as appointed by Jonathan. Motion was seconded by Mary Susan. Motion carried unanimously.

Chris said things are strange in the university community, with lots of last minute changes. All students have been sent home, and they are working to transition everything to remote online teaching. Students will likely not be back to campus until the fall. Trying to be positive, Chris sees this as an opportunity to promote online education and conferencing. He is afraid internships might suffer. Jonathan said with more students and professional being home, perhaps they can find ways to contribute by volunteering and providing service to the community as GIS professionals.

#### Board Member Reports

Wai presented a request from GISMO for funding to support their 30<sup>th</sup> anniversary. GISMO is requesting \$500.00 for an in-person event in May or June, though recognize they may need to change it to a virtual event or postpone it until restrictions are lifted. Several Board Members were enthusiastic about supporting GISMO's event.

A motion was made by Mary Susan to support GISMO's 30<sup>th</sup> anniversary event for \$500.00. Motion was seconded by Chris. Motion carried unanimously.

Jonathan asked Wai how GISMO would promote the Association if the event moves virtual. Wai said through press releases, the website, and perhaps at their job fair.

Mary Susan has been exchanging emails with Michelle Westfall in Frank Winters office regarding collaboration on the Who's Who list. Mary Susan thinks it would be beneficial in times of emergencies so GIS professionals can easily find each other. She knows the state would need assurances the list would not be released publically. She would like to see a spatial dataset, not just a list. She asked the Board if she should continue to pursue, and offered to write up a summary of her objectives. Chris thinks putting something down on paper for review is a good idea. Jonathan sees merit in an interagency/organization list for emergencies. Wai suggested a statewide GIS Reserve Corp list.

Mary Susan also mentioned that surveyors are working on changes to licensing that will require formal education and certification rather than an apprenticeship model. She wonders if there is any benefit to the Education Committee becoming knowledgeable about survey licensing.

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

The meeting adjourned at 12:48 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. Emily will sign and Michelle will collect signed Annual Statement.
8. Christa will provide financial records to the Audit Committee.
9. Christa will renew New York Council of Nonprofits.
10. Audit Committee will perform financial review of previous fiscal year.
11. The Board will accept the Audit Committee Financial Audit.
12. The Board will consider GIS/SIG Conference sponsorship (previously \$400.00 - reciprocated).
13. The Board will consider Westchester User Group Meeting sponsorship (previously \$200.00).
14. The Board will consider Long Island GIS User Group Meeting sponsorship (previously \$200.00).
15. Communications will credit Board and Committee participation in member database.
16. Board Members will review and add contacts or additional groups to the Potential Collaboration list.
17. 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.
18. Communications will back up all websites to an external drive.
19. The NYGeoCon Committee will recommend and the Board will approve the NYGeoCon venue.
20. Christa will renew D&O liability insurance.
21. Christa will send GISMO \$500.00 to support their 30<sup>th</sup> anniversary event.