

Date: Thursday, August 20, 2020

Subject: Board of Directors Meeting

Board Members Present: Rick Reichert, Chris Badurek, Mary Susan Knauss, Karyn Tareen

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Jonathan Garner, Wai Chan, Emily A. Fogarty, Christa Hay

Minutes: The meeting began at 12:03 PM.

Secretary's Report: Michelle Debyah, Secretary

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

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

Wai and Emily's Board terms end this year, and neither will be running for re-election. Two Board positions and the President-Elect will need to be filled. Rick is stepping down as Legislative Committee Chair, Chris is stepping down as Education Committee Chair, and Wai is stepping down as Membership Committee Chair. The remaining Committee Chairs intend to stay for another year. Mary Susan is willing to chair the Legislative Committee and Chris believes he has a candidate for the Education Committee, leaving the Membership Committee Chair position to fill. Chris would like to encourage young professionals to join the Committees or the Board. He also thinks it would be beneficial to have someone with a connection to GISMO or the NYC area.

Treasurer's Report: Christa Hay, Treasurer

There was no Treasurer's Report.

Fall Virtual Event / Annual Meeting

The Awards Committee has agreed to proceed with Awards, and may highlight excellence in COVID-19 response. Mary Susan suggested broadening it to include more people. Chris and Mary Susan attended a webinar yesterday that shared real life examples of using GIS to respond to COVID-19, and would like to see something similar at the fall virtual event. Mary Susan also enjoyed the QGIS seminar held over three consecutive Fridays. Chris was thinking of planning the virtual event for October 21st or 22nd, one of the two days originally scheduled for the Summit, Mary Susan suggested a Friday. Karen liked Mary Susan's idea of broadening the Awards, and suggested instead of "awarding" many people, perhaps we

can “honor” them by inviting them to present at the virtual event. Karen asked who is going to organize this event. Mary Susan suggested starting with email and setting up a calendar in Google Docs.

NYGeoCon 2021

Leslie at Delaney Meeting & Event Management is developing a proposal for a virtual conference for NYGeoCon 2021. Chris is hoping to have the proposal by the end of next week.

President Reports

Chris is on the GISCI outreach committee. They are asking state organizations to host a presentation or webinar to promote GISP. Chris thinks something short could be done during the fall virtual event, and asked for suggestions for a good presenter.

A motion was made by Chris 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, 2018, and 2019).
3. The Professional Development Committee will decide whether to continue using ClickMeeting.
4. Emily will sign and Michelle will collect signed Annual Statement.
5. Board Members will review and add contacts or additional groups to the Potential Collaboration list.
6. Christa will send GISMO \$500.00 to support their 30th anniversary event.
7. The Board will send out the Annual Meeting announcement 60 days prior to event date.
8. Membership will send out membership renewal reminders.
9. Nominating will send out a call for nominations.
10. Michelle will prepare certificates of appreciation for departing Board Members, Committee Chairs, and Officers.
11. Nominating will recommend nominees.

12. Committee Chairs will submit Annual Report for the Annual Meeting presentation.
13. Committee Chairs will need to submit budget requests for upcoming year to Treasurer in November for approval at December Board of Directors meeting.
14. Communications will back up all websites to an external drive.

Held Action Item List (Event Related)

15. The Board will consider GIS/SIG Conference sponsorship (previously \$400.00 - reciprocated).
 16. The Board will consider Westchester User Group Meeting sponsorship (previously \$200.00).
 17. The Board will consider Long Island GIS User Group Meeting sponsorship (previously \$200.00).
 18. 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.
 19. The NYGeoCon Committee will recommend and the Board will approve the NYGeoCon venue.
 20. The NYGeoCon Committee will submit and the Board will approve the NYGeoCon prelim budget.
 21. Christa will purchase event liability and cancellation insurance for NYGeoCon if necessary.
 22. The NYGeoCon Committee will submit and the Board will accept NYGeoCon contract(s).
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