

Date: Thursday, February 18, 2021

Subject: Board of Directors Meeting

Board Members Present: Chris Badurek, Jonathan Garner, Karyn Tareen, Catherine DuBreck, Mary Susan Knauss, Stephanie Rockwell, Jiin Wen

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Christa Hay

Minutes: The meeting began at 12:06 PM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for February are to accept Audit Committee Financial Audit (Board), consider user group meeting sponsorships (GIS/SIG Conference - previously \$400.00 reciprocated, Westchester User Group Meeting - previously \$200.00, and Long Island GIS User Group Meeting - previously \$200.00) (Board), and credit Board and Committee participation in member database (Communications). The items on the task list for March are to review liability insurance (Board), renew website domains nygeocon.com and nygeocon.org with GoDaddy (Treasurer - auto), and back up all websites to an external drive (Communications).

To maintain the logo trademark, the Association must file a Declaration of Use or Excusable Nonuse with the U.S. Patent and Trademark Office (USPTO) between the 5th and 6th year (October 27, 2020 - October 27, 2021). The trademark is filed under Class 025, which refers to clothing. There is also wording that references "membership in the collective membership organization". Can (or should) the trademark be renewed if we no longer sell clothing? The \$225.00 filing fee is not refunded if the application is rejected. Michelle has submitted a question to the Trademark Assistance Center to see if we can file the Declaration of Use to maintain our trademark solely based on "membership in the collective membership organization", and the use of the logo on the website. In five years and every ten years thereafter, we will need to file a combined Declaration of Use and Application for Renewal at a cost of \$525.00.

Consensus was there is value in maintaining the trademark. Michelle will share any response from the Trademark Assistance Center and a pdf sample of the full declaration form. She will also look for the name of the original webstore that was used.

Treasurer's Report: Christa Hay, Treasurer

The Treasurer's Report dated February 17, 2021 was reviewed. The current balance is \$53,644.63. Expenses since the last report include GoDaddy website domain renewal. There has been \$161.47 in

income from membership dues. There is \$4,149.80 in membership money being held for GISMO, and \$395.00 for WNY. Christa has provided the financial records for the Audit.

A motion was made by Mary Susan to approve the Treasurer's Report. Motion was seconded by Jonathan. Motion carried unanimously.

NYGeoCon 2021

Chris has scheduled a meeting on Friday, February 19 from 12:00 PM – 1:30 PM to discuss options for the fall conference. Chris said Kate made an interesting point that people have certain expectations for NYGeoCon or the Summit, and cancelling again to preserve the brand by not diluting it and making it into something else is another option. Chris sent out a survey on fall options for discussion, and said it could be used to send a survey to all members in the future. In addition to health concerns, limited travel budgets or travel restrictions could also affect event planning.

President Reports

Chris appointed Alan Leidner as Regional Coordination Committee Co-Chair. A motion was made by Mary Susan to confirm Alan as Regional Coordination Committee Co-Chair. Motion was seconded by Jonathan. Motion carried unanimously.

On January 16, Chris participated in the Science Education for New Civic Engagement and Responsibilities (SENCER) 2021 Conference organized by Education Committee Chair Paula Lazrus from St John's University. The keynote speaker was Joseph Kerski from ESRI, who mentioned he monitors the NYS GIS listserv and supports the Association. In exchange for Chris' conference assistance, SENCER acknowledged support of the Association and promoted membership.

Chris and Mary Susan met with Kate Kiyanitsa from the NYS ITS GIS Program Office regarding parcel data availability. Some counties are not providing their parcel data. In an effort to promote the benefits of sharing data, Kate will do a webinar through the Professional Development Committee. Speculation of why some counties choose not to participate included wanting to sell the data or use it to drive traffic to their own websites.

Jonathan forwarded an invite to a NSGIC webinar on mapping grade imagery and AI taking place immediately after the Board Meeting.

Board Member Reports

Mary Susan made a motion to support the nomination of Lis DeGironimo to the Federal Geographic Data Committee (FGDC) National Geospatial Advisory Committee (NGAC). Motion was seconded by Karyn. Motion carried unanimously.

Chris will sign the letter Mary Susan drafted and send it to Lis.

Jiin said GISMO is holding a webinar on February 25 on the impact of red lining in the 1930s to 1960s. Amy sent an invite out via the NYS GIS listserv, and will be sending it to Communications for distribution.

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

The meeting adjourned at 1:04 PM.

Action Item List

1. Jonathan 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. Board Members will review and add contacts or additional groups to the Potential Collaboration list.
5. Jonathan will send letter of appreciation to Committee Members.
6. Mary Susan will check with Carol and Ann to see if a member list with emails could be put behind the member login, and if so, how an opt out could be implemented.
7. Chris will ask Christa how difficult it would be to import membership lists from GISMO.
8. Communications will change the Google account password.
9. The Audit Committee will perform a financial review of previous fiscal year.
10. The Board will accept the Audit Committee Financial Audit.
11. The Board will consider user group meeting sponsorships (GIS/SIG, Westchester, Long Island).
12. The Board will review liability insurance.
13. Christa will (auto) renew website domains nygeocon.com and nygeocon.org with GoDaddy.
14. Communications will back up all websites to an external drive.
15. Michelle will share any response from the Trademark Assistance Center and a pdf sample of the full declaration form.
16. Michelle will look for the name of the original webstore that was used.
17. Chris will sign the nomination support letter and send it to Liz.

Held Action Item List (Event Related)

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).

NYS GIS Association, Inc.
February 17, 2021
Treasurer Report

As of February 17, 2021, there is **\$53,644.63** in the bank account.

Expenses: (since last report to the board)

Go Daddy \$72.68

Income: (since last report to the board)

Membership \$161.47

Membership money being held for GISMO \$4149.80

Membership money being held for WNY \$395.00

Balance: \$49,261.30

Estimated Upcoming Yearly Operating Expenses

Office Expenses	\$400.00
Meeting Costs	\$150.00
Travel Expenses	\$200.00
Sponsorships	\$600.00
Webinars	\$1,800.00 (estimate based on current provider)
D&O Insurance	\$800.00
Promotional Items	\$500.00
Awards Committee	\$1,000.00
Communications	\$2,243.00
Membership	\$400.00
Total	\$8,093.00