

Date: Thursday, June 17, 2021

Subject: Board of Directors Meeting

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

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Stephanie Rockwell, Jiin Wen, Christa Hay

Minutes: The meeting began at 12:05 PM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for June are to submit and approve GeoSpatial Summit contract(s) 16 months prior to event date (Summit and Board), send out Annual Meeting announcement 60 days prior to event date (Board), renew ClickMeeting (auto) (Treasurer), backup all websites to an external drive (Communications), and send out membership renewal reminders (Membership). The items on the task list for July are to prepare a list of departing Board Members, Committee Chairs, and Officers (Secretary), renew website domains nysgisa.com and nysgisa.org with GoDaddy (auto) (Treasurer), send out membership renewal reminders (Membership), and call for nominations (Nominating).

The USPTO Section 7 Request Form to change the trademark class filed on April 8, 2021 has not been reviewed yet. The documentation stated it would take one to two months for the submission to be reviewed.

Treasurer's Report: Christa Hay, Treasurer

There was no Treasurer's Report.

Fall Virtual Event and Annual Meeting

Tentative dates for the Fall Virtual Event and Annual Meeting are September 21 and 22. Esri is offering to sponsor at an amount less than \$500.00. A virtual event may be less desirable to sponsors due to attendee count and lack of face-to-face communication. However, sponsors get exposure with logos and/or links in pre- and post- marketing emails and announcements, social media posts, and recognition during the event. Karyn recommended a minimum level of \$100.00 to attract smaller businesses, with the potential for larger business to spend more for increased exposure.

Esri has offered a presentation, possibly by Paul Rooney and Adam Carnow, they are open to suggestion of what members would like to see. Suggestions included web GIS, new products, industry solutions, analytics for decision makers, addressing standards, infrastructure, asset management, interoperability, open data policy, and metadata. Please email Chris if you have other suggestions.

GeoSpatial Summit 2022

Chris has talked to Kate about the possibility of aiming for an in-person event in 2022. Kate believes that could be likely, but they are waiting to see how things play out before committing.

President Reports

Chris asked Christa how difficult it would be to import membership lists from GISMO. She will need to research and get back to him.

Mary Susan and Catherine both intend to run for election in the fall. Mary Susan will be running for her second term, Catherine, who was appointed, will be running for her first full elected term. There will be an opening for President-Elect. Michelle will canvass the Board and Committee Chairs next month to confirm their intentions.

Chris appointed Karyn as chair of the Nominating Committee. A motion was made by Mary Susan to confirm Karyn as chair of the Nominating Committee. Motion was seconded by Jonathan. Motion carried unanimously.

As previous chairs of the Nominating Committee, Chris and Jonathan offered to help by sending Karyn their notes.

Chris and Mary Susan said Stephanie has agreed to chair the Membership Committee. Chris will send her the list of Committee members. Mary Susan said in the future they would request a list of lapsed members so they can reach out and encourage them to renew.

Chris appointed Stephanie as chair of the Membership Committee. A motion was made by Catherine to confirm Stephanie as chair of the Membership Committee. Motion was seconded by Karyn. Motion carried unanimously.

Professional Development was not comfortable cancelling ClickMeeting without an alternative in place. The Zoom account they have been using may not be available in the future due to a job change. Chris did some research and found Zoom was more expensive, and did not offer all the features of a webinar platform such as registration, emailing, and attendee tracking. ClickMeeting was not cancelled by the June 9 deadline, but the account was frozen.

Jonathan attended the recent GAC meeting where the State provided an update on parcel data sharing, and the orthoimagery and LiDAR programs.

Board Member Reports

Mary Susan, inspired by the nice weather, asked if there were any outdoor regional activities planned. Karyn said the Western NY GIS Users Group will not be doing an in-person event this summer, but has started talking about potentially meeting in-person in the fall for GIS Day.

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

The meeting adjourned at 12:58 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, 2019, and 2020).
 3. Board Members will review and add contacts or additional groups to the Potential Collaboration list.
 4. Communications will change the Google account password.
 5. The Board will send out an Annual Meeting announcement 60 days prior to event date.
 6. Mary Susan and Stephanie will look into alternatives to ClickMeeting.
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7. Michelle will prepare a list of departing Board Members, Committee Chairs, and Officers.
 8. Christa will renew website domains nysgisa.com and nysgisa.org with GoDaddy (auto).
 9. Membership will send out membership renewal reminders.
 10. Nominating will send out a call for nominations.
 11. Chris will send Stephanie a list of the Membership Committee members.

Held Action Item List

12. 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.
 13. 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.
 14. The NYGeoCon Committee will submit and the Board will approve the NYGeoCon prelim budget.
 15. Christa will purchase event liability and cancellation insurance for NYGeoCon if necessary.
 16. The NYGeoCon Committee will submit and the Board will accept NYGeoCon contract(s).
 17. The GeoSpatial Summit Committee will recommend and the Board will approve the Summit venue.
 18. The Summit Committee will submit and the Board will approve the Summit prelim budget.
 19. Christa will purchase event liability and cancellation insurance for the Summit if necessary.
 20. The GeoSpatial Summit Committee will submit and the Board will accept Summit contract(s).
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