

Date: Thursday, February 17, 2022

Subject: Board of Directors Meeting

Board Members Present: Karyn Tareen, Chris Badurek, Mary Susan Knauss, Catherine DuBreck, Dawn F. McCall, Stephanie Rockwell, Jiin Wen

Committee Chairs and Officers Present: Lis DeGironimo, Michelle Debyah, Jim Bennett

Not Present:

Minutes: The meeting began at 12:06 PM.

Secretary's Report: Michelle Debyah, Secretary

A motion was made by Chris to approve the revised minutes from the January Board of Directors meeting. Motion was seconded by Catherine. 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).

Treasurer's Report: Jim Bennett, Treasurer

The Treasurer's Report dated February 16, 2022 was reviewed. The current balance is \$51,996.27. Expenses since the last report include New York Council (NYCON) renewal and GISMO reimbursements. There has been \$215.09 in income from membership dues. There is \$3,832.94 in membership money being held for GISMO, and \$605.00 for WNY.

Two illegitimate purchases were made with the Association PayPal account. The purchases, which totaled just under \$160.00, were made to a company called Live Conscious. Jim has changed the PayPal account password and is following up to find out what happened and recover the funds.

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

GeoSpatial Summit 2022

GeoSpatial Summit 2022 Committee Co-Chair Lis DeGironimo joined the meeting to discuss the Summit. Lis is working on a guidance document for developing a watch party. The GeoSpatial Committee will review, and then send it to the Regional Coordination Committee. She will report on the Regional Coordination Committee response at the next meeting.

NYGeoCon 2023

NYGeoCon discussion is tabled until April.

President Reports

Karyn has reached out to Melissa, Professional Development Committee Chair, to discuss ClickMeeting. It must be cancelled before June 9th if we choose not to renew, and the Summit Committee needs to know what their software options are. Karyn would like ClickMeeting added to the April agenda for action in May.

Chris said GIS/SIG is hoping to hold an in-person conference in April at the RIT Inn and Conference Center. Chris will be speaking at the conference. Limited information has been sent out, but the conference is on their website for April 5, 2022. Catherine will contact GIS/SIG to check the status.

Mary Susan gave an online presentation to the New York State Society of Professional Engineers (NYSSPE) for Engineer Week. She discussed asset management and encouraged the asset inventory system developed by NYS DOT to be a shared service with municipalities. She hopes to promote similar sharing in the future with health related data.

Board Member Reports

Stephanie encouraged everyone to read Sam Wear's latest article (<https://espatiallynewyork.com/>) discussing how GIS is being used alongside engineering and architectural applications. She is excited about GIS reaching other disciplines, and from a membership view, about the possibility of expanding to a wider audience.

Jiin said there would be a GISMO General Membership Meeting on March 2, 2022, including an introduction to Tom Swanson, Citywide GIS Director at DoITT. Previously with Esri and the City of Philadelphia, he and will work to centralize and expand GIS in NYC. Jiin hopes Karyn will be able to attend the meeting to say a few words about the Association. She also thanked Karyn for inspiring her to write a message to GISMO members.

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

The meeting adjourned at 12:44 PM.

Action Item List

1. *Chris will send resolutions related to actions or policies to Communications for the website.*
2. The Treasurer will file tax returns (2016, 2017, 2018, 2019, 2020, and 2021).
3. Board Members will review and add contacts or additional groups to the Potential Collaboration list.
4. Mary Susan and Stephanie will look into alternatives to ClickMeeting.
5. Chris will send a letter of appreciation to Committee Members.
6. Committee Chairs will review and confirm roster on website.
7. Communications will update Board and Committee rosters on website.
8. The Treasurer will send membership balance to WNYGIS Users Group.
9. Committee Chairs will submit plans/goals for the year for website.
10. The Treasurer will submit Committee budget requests for upcoming year for Board approval.
11. The Audit Committee will perform financial review of previous fiscal year.
12. The Board will accept the Audit Committee Financial Audit.
13. Communications will credit Board and Committee participation in member database.

14. The Board will review liability insurance.
15. The Treasurer will renew website domains nygeocon.com and nygeocon.org with GoDaddy (auto).
16. Communications will back up all websites to an external drive.
17. Michelle will put ClickMeeting on the April agenda for action in May.
18. Catherine will contact GIS/SIG to check the status of their April conference.

Held Action Item List

19. 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.
 20. 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.
 21. The GeoSpatial Summit Committee will recommend and the Board will approve the Summit venue.
 22. The Summit Committee will submit and the Board will approve the Summit prelim budget.
 23. The Treasurer will purchase event liability and cancellation insurance for the Summit if necessary.
 24. The GeoSpatial Summit Committee will submit and the Board will accept Summit contract(s).
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