

Date: Thursday, April 21, 2022

Subject: Board of Directors Meeting

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

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

Not Present: Chris Badurek, Jiin Wen

Minutes: The meeting began at 11:05 AM.

Secretary's Report: Michelle Debyah, Secretary

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

The items on the task list for April are to recommend and approve NYGeoCon venue (NYGeoCon and Board), and renew D&O liability insurance (Treasurer). The items on the task list for May are to appoint and confirm Nominating Committee (President and Board), customarily chair Nominating Committee (President-Elect), submit and approve NYGeoCon preliminary budget 17 month prior to event date (NYGeoCon and Board), file tax returns (Treasurer), purchase Ennect Event credits if necessary (3 credits in 2017) (Treasurer), renew Survey Monkey (auto – Treasurer), pay website maintenance contract second installment (Treasurer), and renew SSL Certificate nysgis.net with InMotion (auto – Treasurer).

Treasurer's Report: Jim Bennett, Treasurer

The Treasurer's Report dated April 19, 2022 was reviewed. The current balance is \$52,405.97. There were no expenses since the last report. There has been \$285.51 in income from membership dues. There is \$3,860.42 in membership money being held for GISMO, and \$605.00 for WNY.

The \$215.09 erroneously deposited in the PayPal NYS GIS account is still there. It will have to be straightened out with PayPal. There were 18 subscriptions this month.

To close out Christa's responsibilities, Mary Susan will meet with Christa at the bank and become a signatory. Mary Susan will then be able to add future signatories.

Amy Jeu from GISMO confirmed to Karyn the GISMO Retired/NYSGISA Regular membership category for dual membership. She said that for accounting purposes, the entire \$10.00 goes to the Association and zero to GISMO. Alan suggested the Association consider free membership for retired/unemployed persons to encourage them to volunteer and support the organization.

GISMO is receiving money from the Open GeoSpatial Consortium for disaster planning (the majority of the money will be going to a collaborator). Jim will provide information to receive the money and will hold for GISMO. Mary Susan said we hold GISMO's dues because we provide "fiscal sponsorship", but the responsibility may be different when it comes to grant money. She said that should not delay the acceptance, but suggested thorough record keeping.

Mary Susan noted that Alan is not in favor of raising membership dues.

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

GeoSpatial Summit 2022

GeoSpatial Summit 2022 Committee Co-Chairs Kate Kiyanitsa and Lis DeGironimo joined the meeting to discuss the GeoSpatial Watch Party and shared a draft document outlining the Watch Party. It will be one afternoon from 2:00 PM – 6:00 PM on a Thursday, and the Regions will host small, in person gatherings throughout the state. Each Region will have representation on the Summit Committee. They will likely use Zoom, on which NYC Open Data has offered to share technical advice.

The proposed agenda:

- NYS GIS Association Annual Meeting from 2:00 PM – 2:30 PM
- Regional updates (3-5 minutes each)
- State of the State overview (15 minutes)
- Two inspirational speakers (35 minutes each)
- Panel discussion through Zoom
- Break up into each group and have own social hour

Attendees can Zoom from each Regional group location or from home. There will be no charge as the intent is to remain nimble to change with circumstances. To avoid conflicts with other events and fall holidays, they propose September 15 or 29, or November 3. They would like the Board to select a date.

They envision conference rooms at offices or universities, not booking event spaces at hotels. The Capital District does not have a strong Regional group. Perhaps several location are needed in the District to keep the gatherings small. Kate may be able to offer a room at her office, and Dawn may be able to host a group at the Control Point Associates Albany location.

The Summit Committee will move forward and set up calls for every couple of weeks to start planning and organizing until the summer when they will take a small break, then ramp up again after summer.

NYGeoCon 2023

Though COVID cases are rising, Karyn believes we should continue to plan NYGeoCon in person next year. GIS/SIG was well attended. Catherine will reach out to GIS/SIG and see how attendance compared to previous years, and if they are aware of any spread from the Conference.

President Reports

Karyn asked Mary Susan and Stephanie if they have had a chance to look into alternatives to ClickMeeting. Mary Susan said Springly would be a good alternative to a couple things, including ClickMeeting. Mary Susan is going to set up a weekend call with Carol when it is most convenient for her. Karyn said she, Jim, Michelle, Communications, Membership and Professional Development should all be involved. Mary Susan agreed, but not all at once. Karyn is concerned that the decision

needs to be made quickly or we will run out of time and renew ClickMeeting again. Mary Susan asked for information on ClickMeeting – how much it costs and how often it is used.

Karyn said Western NY would like an arrangement similar to GISMO where the Association holds their money instead of sending them a check periodically.

Mary Susan said the Legislative Committee has made progress on sharing the NYSDOT roadside asset inventory system with municipalities. Several municipalities have expressed interest, and one would like to be a pilot. She has been in touch with her Assembly member and is working on scheduling a date and adding people to the call to promote opening it up.

Board Member Reports

Catherine enjoyed meeting everyone in person at the GIS/SIG Conference.

A motion was made by Dawn to adjourn the meeting. Motion was seconded by Catherine. Motion carried unanimously.

The meeting adjourned at 11:51 AM.

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, 2021, and 2022).
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. The Treasurer will send membership balance to WNYGIS Users Group.
6. Committee Chairs will submit plans/goals for the year for website.
7. Karyn will sign and Jim will renew the D&O liability insurance.
8. Karyn and Mary Susan will facilitate the review of Springly and potential dues increase.
9. Karyn will appoint and the Board will confirm the Nominating Committee (President-Elect customarily chairs).
10. Jim will renew Survey Monkey (auto).
11. Jim will pay website maintenance contract second installment.
12. Jim will renew SSL Certificate nysgis.net with InMotion (auto).
13. The Board will select a date for the GeoSpatial Watch Party.

Held Action Item List

14. 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.
15. 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.
16. The GeoSpatial Summit Committee will recommend and the Board will approve the Summit venue.
17. The Summit Committee will submit and the Board will approve the Summit prelim budget.
18. The GeoSpatial Summit Committee will submit and the Board will accept Summit contract(s).
19. The Treasurer will purchase event liability and cancellation insurance for the Summit if necessary.
20. The NYGeoCon Committee will recommend and the Board will approve the NYGeoCon venue.
21. The NYGeoCon Committee will submit and the Board will approve the NYGeoCon prelim budget.
22. The Treasurer will purchase Ennect Event credits if necessary (3 credits in 2017).

NYS GIS Association

April 19, 2022

Treasurer's Report 3/15/2022 – 4/19/2022

Summary

- The \$215.09 erroneously deposited in the PayPal NYS GIS account is still there. It will have to be straightened out with PayPal.
- There were 18 subscriptions this month.

Bank Balances

Date	Description	NYS GIS	GISMO	WNY	Total
3/15/2022	Beginning Bank Balances	47,627.56	3,832.94	605.00	52,065.50
3/15/2022	PayPal Transfer	54.96	0.00	0.00	54.96
4/19/2022	Ending Bank Balances	47,682.52	3,832.94	605.00	52,120.46

PayPal Transfer (In-Transit)	258.03	27.48	0.00	285.51
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Checkbook Balances	47,940.55	3,860.42	605.00	52,405.97
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Membership Summary (from PayPal) - 3/15/2022 – 4/19/2022

Subscriptions	Gross	PayPal Fees	Net
18	305.00	-19.49	285.51

Subs. Period	NYS GIS	GISMO	WNY
5 Year	2		
2 Year	0		
1 Year	18	3	