

Date: Thursday, May 19, 2022

Subject: Board of Directors Meeting

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

Committee Chairs and Officers Present: Michelle Debyah

Not Present: Catherine DuBreck, Jim Bennett

Minutes: The meeting began at 11:03 AM.

Secretary's Report: Michelle Debyah, Secretary

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

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 months 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). The items on the task list for June are to submit and accept NYGeoCon contract(s) 16 months prior to event date (NYGeoCon and Board), send out Annual Meeting announcement 60 days prior to event date (Board), purchase event liability and cancellation insurance for NYGeoCon if necessary (may be included in contract) (Treasurer), renew ClickMeeting (auto – Treasurer), back up all websites to an external drive (Communications), and send out membership renewal reminders (Membership).

Treasurer's Report: Jim Bennett, Treasurer

The Treasurer's Report dated May 17, 2022 was reviewed. The current balance is \$52,832.68. Expenses since the last report include InMotion Hosting. There has been \$526.70 in income from membership dues. There is \$3,924.54 in membership money being held for GISMO, and \$643.80 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 28 subscriptions this month. D&O liability insurance was last paid 7/1/2021.

Last year the payment was late so that date should not be considered the norm, the policy expires at the end of this month. Michelle forwarded the quote to Karyn, Jim, and Mary Susan.

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

GeoSpatial Summit 2022

Karyn notified GeoSpatial Summit 2022 Committee Co-Chairs Kate Kiyantsa and Lis DeGironimo that Thursday, September 29, 2022 was selected as the date for the GeoSpatial Watch Party.

NYGeoCon 2023

Chris said an in-person event seems preferred, but there is concern regarding lack of travel budgets, especially for state government. He can plan for smaller attendance, but guaranteeing hotel rooms is a real risk. He is considering a shorter conference that would result in a two-night stay instead of three. To maximize state government attendance, he recommends holding NYGeoCon in the Albany or Saratoga Springs area. He is also considering event space at a college, perhaps Skidmore College. He will avoid SUNY locations because of restriction on who is allowed on campus. He will approach Leslie at Delaney regarding bids from hotels to see what we can expect. While he hopes to avoid it, Chris wants to be clear that planning an in-person event brings the risk of losing money.

Dawn said it might be possible to reduce the risk of room guarantees by paying more for the event space or food guarantees. Food guarantees are also easier to tie to registration fees. She suggested the best way to book a college is to have help from someone who works there as a sort of department sponsor.

Chris said since everyone is in agreement with the Albany/Saratoga Springs area he will move forward. He will follow up with Karyn regarding vendors. Dawn offered to assist.

President Reports

Karyn appointed Mary Susan as chair of the Nominating Committee, with Chris and Karyn as members. A motion was made by Chris to confirm Mary Susan as chair of the Nominating Committee. Motion was seconded by Stephanie. Motion carried unanimously.

President-Elect and Treasurer will need to be filled. Jiin and Stephanie's terms are expiring and both are considering whether they will run for a second term.

ClickMeeting must be cancelled before June 9th if we choose not to renew. Mary Susan will check with Professional Development, and ask Kate and Liz if they will use it for the Watch Party. Last year ClickMeeting cost \$1,740.00. Mary Susan said if she can get Zoom for the same price or less, she would like to switch. Michelle said in the past, Professional Development found other options to be more expensive. Required features include webinar capabilities, swap presenters, include everyone, and record and download webinars.

Chris said the NYS Geospatial Advisory Council (GAC) is focused on data sharing and serving data via web services. He said the Association webinar on sharing parcel data helped encourage more counties to share their data. Mary Susan said it is important to publicize that for both the Association and GAC. Chris will confirm the facts and send a write up to Communications for distribution.

Board Member Reports

Dawn said if the Association wants to be more involved with NYSAPLS and the surveying community, now is the time to start planning. She will begin conversations about participation at their conference in January, and their participation at our conference in the fall of 2023. She will focus on three items: a roundtable discussion on the future of GIS and surveying and how they evolve together, a GeoBIM education session (perhaps with help from Esri), and a booth at their conference. Chris suggested if the booths could be reciprocal, there would be no need to exchange money.

Jiin shared links for the GISMO job fair session part one: <http://www.gismonyc.org/job-fair-2022/>, and the GISMO mentorship program: <http://www.gismonyc.org/mentorship-program/>.

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

The meeting adjourned at 11:59 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. Karyn will sign and Jim will renew the D&O liability insurance.
5. Karyn and Mary Susan will facilitate the review of Springly and potential dues increase.
6. Jim will renew Survey Monkey (auto).

7. The Board will send out an Annual Meeting announcement 60 days prior to event date.
8. The Treasurer will renew (auto renew or cancel) ClickMeeting.
9. Communications will back up all websites to an external drive.
10. Membership will send out membership renewal reminders.

Held Action Item List

11. 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.
12. 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.
13. The Summit Committee will submit and the Board will approve the Summit prelim budget.
14. The NYGeoCon Committee will recommend and the Board will approve the NYGeoCon venue.
15. The NYGeoCon Committee will submit and the Board will approve the NYGeoCon prelim budget.
16. The NYGeoCon Committee will submit and the Board will accept NYGeoCon contract(s).
17. The Treasurer will purchase event liability and cancellation insurance for NYGeoCon if necessary.

NYS GIS Association

May 17, 2022

Treasurer's Report 4/19/2022 – 5/17/2022

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 28 subscriptions this month.
- D&O liability insurance was last paid 7/1/2021.

Bank Balances

Date	Description	NYS GIS	GISMO	WNY	Total
4/19/2022	Beginning Bank Balances	47,682.52	3,832.94	605.00	52,120.46
4/20/2022	PayPal Transfer	258.03	27.48	0.00	285.51
4/25/2022	INMOTIONHOSTING	-99.99			-99.99
5/17/2022	Ending Bank Balances	47,840.56	3,860.42	605.00	52,305.98

PayPal Transfer (In-Transit)	423.78	64.12	38.80	526.70
Checkbook Balances	48,264.34	3,924.54	643.80	52,832.68

Membership Summary (from PayPal) - 4/19/2022 – 5/17/2022

Subscriptions	Gross	PayPal Fees	Net
28	560.00	-33.30	526.70

Subs. Period	NYS GIS	GISMO	WNY
5 Year	4		1
2 Year	0		
1 Year	24	7	3