

Date: Thursday, July 21, 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: Michelle Debyah, Jim Bennett

Not Present:

Minutes: The meeting began at 11:04 AM.

Secretary's Report: Michelle Debyah, Secretary

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

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 items on the task list for August are to prepare certificates of appreciation for departing Board Members, Committee Chairs, and Officers (Secretary), and recommend nominees (Nominating).

Jiin and Stephanie, both due for reelection, have decided not to run for a second term. As Past-President, Chris will also be leaving the Board. In addition to the two Board seats and President-Elect, the position of Treasurer also needs to be filled. Happily, all the Committee Chairs have agreed to stay for the coming year, including the departing Board Members that chair the Membership and NYGeoCon Committees.

Treasurer's Report: Jim Bennett, Treasurer

The Treasurer's Report dated July 20, 2022 was reviewed. The current balance is \$52,696.08. Expenses since the last report include USPS PO Box, liability insurance, and GoDaddy (through PayPal). There has been \$1,442.67 in income from membership dues. There is \$4,187.88 in membership money being held for GISMO, and \$714.39 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 88 subscriptions this month.

Karyn requested to receive the WNY membership list when members are updated.

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

GeoSpatial Summit 2022

Karyn said the Committee is starting to organize planning meetings and has a spreadsheet of regional contacts. Chris raised concerns about regional participation in the Watch Party planning and promotion.

NYGeoCon 2023

Chris said the Committee met earlier this month and seemed pleased that NYGeoCon would be held in Albany. Delaney did not increase their price much from 2019. They accounted for a quarter of the expense in 2019 at \$14,700.00 out of a total of \$56,000.00, the remainder being conference and hotel expenses. Revenue is evenly split, half from vendor participation and the other half from conference registration. One of the last four conferences lost \$2,000.00, but most came out ahead about \$5,000.00.

Dawn again mentioned focusing less on hotel space and room blocks and more on food, which would relate more to the number of attendees. She suggested discussing with Delaney before the bids go out.

Delaney quoted \$720.00 for site selection (request bids, develop a venue list and costs, and provide recommendations). Chris would like to pay Delaney for help with site selection, though he hopes to negotiate the cost down a little. Once we have selected a venue, he will work with Delaney on the remainder of the contract specific to the venue.

A motion was made by Chris to authorize up to \$720.00 to Delaney for site selection. Motion was seconded by Mary Susan. Motion carried unanimously.

President Reports

The PO Box has been transitioned to the Rochester 14624 post office on Howard Road near the Secretary.

Mary Susan got the new debit card and put the information in the Treasurer shared folder.

The call for nominations has been sent out with nominations due by September 1, 2022.

Board Member Reports

Dawn said Esri agreed to do an ArcGIS for AutoCAD presentation. Since their presentation will only be an hour, Dawn will do a half hour on New York related data services and resources. NYSAPLS works based on contracts for speakers and moderators. Dawn will sign the contract for the Esri presentation and panel discussion.

Dawn has confirmation from Mary Susan and Jiin for the panel discussion. Jiin will pay her own travel expenses, but would like the Association to cover her hotel cost, which Dawn thinks would be \$69.00 "plus fees". There was discussion regarding the reasoning of paying the hotel cost and about not setting a precedent. Jiin would no longer be a Board Member, but could support the Association's participation at NYSAPLS and promote the Association as well as represent GISMO. Dawn believes there will be an Association booth (in trade for a booth at NYGeoCon), perhaps Jiin could help with coverage.

A motion was made by Dawn to cover up to \$100.00 for an Association member to attend the NYSAPLS conference to support the goals of the Legislative Committee. Motion was seconded by Mary Susan. Motion carried unanimously.

In response to Chris's concern regarding regional participation in the Watch Party, Jiin said GISMO has been working with the Committee and will have watch locations.

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

The meeting adjourned at 12:05 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, 2021, and 2022).
3. Board Members will review and add contacts or additional groups to the Potential Collaboration list.
4. Karyn and Mary Susan will facilitate the review of Springly and potential dues increase.
5. Jim will update auto renewals with new debit card.
6. Karyn and Chris will review tax forms before Jim submits them.
7. Chris or Karyn will meet with Jonathan to pick up the stand up sign.

8. Michelle will prepare certificates of appreciation for departing Board Members, Committee Chairs, and Officers.
9. Nominating will recommend nominees.

Held Action Item List

10. 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.
11. 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.
12. The Summit Committee will submit and the Board will approve the Summit prelim budget.
13. The NYGeoCon Committee will recommend and the Board will approve the NYGeoCon venue.

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

NYS GIS Association

July 20, 2022

Treasurer's Report 6/14/2022 – 7/20/2022

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 88 subscriptions this month.

Bank Balances

Date	Description	NYS GIS	GISMO	WNY	Total
6/14/2022	Beginning Bank Balances	47,080.73	3,924.54	643.80	51,649.07
6/14/2022	PayPal Transfer	478.12	94.05	37.95	610.12
6/24/2022	USPS Change of Address	-1.10			-1.10
6/27/2022	USPS PO Box	-166.00			-166.00
6/27/2022	Adams and Son, Inc.	-756.00			-756.00
7/7/2022	GoDaddy (through PayPal)	-82.68			-82.68
7/15/2022	Deposit (subscriptions)	100.00			100.00
7/20/2022	Ending Bank Balances	46,653.07	4,018.59	681.75	51,353.41

PayPal Transfer (In-Transit)	1,140.74	169.29	32.64	1,342.67
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Checkbook Balances	47,793.81	4,187.88	714.39	52,696.08
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Membership Summary (from PayPal) - 6/14/2022 – 7/20/2022

Subscriptions	Gross	PayPal Fees	Net
88	1,535.00	-92.33	1,442.67

Subs. Period	NYS GIS	GISMO	WNY
5 Year	11		
2 Year	0		
1 Year	77	18	7