

MAGIP Board Meeting Minutes

Friday, June 25th, 2010

10:00 AM

Committee Reports

- Professional Development –
 - Mentoring Subcommittee
 - Mentoring Subcommittee has two new members – Valentijn Hoff and Melissa Rivnie
 - Discussion on the success of the “New to GIS” meeting that was held at the 2010 Conference
 - 27 people signed up for the mentor/mentee participation at the conference
 - Suggestions on fostering interactions & mentoring in the future were made
 - Discussion on liability/disclaimers for the mentoring program
 - We will ask Stewart to make a recommendation on behalf of the committee for a new committee chair and will ratify it via survey monkey
- Business and Operations Committee
 - Discussed ordering letterhead & MAGIP business cards & MAGIP schwag
 - Will be setting up a virtual PO Box to receive mail. Mail will be sent from there to Lee, and then forwarded on to the appropriate person.
- Education Committee
 - No applications have been received for the grant/scholarship. Will be extending the deadline for k-12 until July 2nd and until October 1st for colleges
 - Stephanie is developing a list of contacts for the committee
 - Discussion on revising the wording on the K-12 grant to be more than just curriculum (e.g. equipment, etc.)

Motion (Wendy): Revise the wording of the K-12 grant to include items such as equipment, etc.

2nd (Mindy)

APPROVED UNANIMOUSLY

- Technical Committee
 - Has formalized document on best practices (what they are, background info on why decisions were made, recommendations on implementation, etc)
- Treasurer’s Report
 - Synopsis on ebb and flow of money before and after conferences, etc.
 - Last conference brought in about \$10,000 (\$7,000 - \$8,000 was target).
 - 100 new members registered from conference
 - It would be find if some of the balances were spent down – could look into hiring a coordinator and offering more scholarships, etc.

Elect Treasurer and Secretary

Motion (Linda): Moved to elect Jason as the treasurer

2nd (Mindy)

APPROVED UNANIMOUSLY

Motion (Erin): Moved to elect Mindy as the secretary

2nd (Linda)

APPROVED UNANIMOUSLY

Janet Cornish’s contract

- Janet's scope of services and compensation has changed
- The president, and then the executive board, will be the only ones able to make requests of Janet under the new contract. This needs to be added to the contract

Motion (Diane): To enter into open contract with Janet with changed noted above

2nd (Wendy)

APPROVED UNANIMOUSLY

Web updates, list serve updates

- Lee plans to have suggestions to establish roles for who is responsible for which web pages to distribute at the retreat
- Discussion on establishing a membership database and a membership activities database
- Discussion on continue working on style guide for web pages
- Discussion on membership "holes." We need to define dues for student vs. business membership
- ITSD is going to start charging in July 2011 to utilize them for our list serve. Erin and Jason will look into other list serve options.

Membership Discussion

- Agreed to send an email when membership is about to expire and then again one day before expiration.
- Discussed sending an informational mass email about membership dues and renewals
- Discussed sending a mass email to those whose membership has lapsed (i.e. we miss you email)
- Wendy and Erin are going to develop verbiage for both emails and define the membership model
- Erin is going to look into getting MAGIP postcards to print and mail hard copies of annual reports, etc.
- Wendy volunteered to head the membership subcommittee – Tony, Lee, Erin and Mindy will be on the subcommittee. We will discuss different tiers of membership

By-Law Changes

- The items in question in the Bylaws we already previously voted on and passed

Schedule Retreat and discuss topics

- Linda is going to find location for retreat. Lee or Janet could help facilitate discussion
- September 30th is the rollout of ArcGIS in Missoula so Sept. 29th or Oct. 1st might work for people who wish to attend both and combine travel
- Topics include
 - Membership categories (tiers)
 - Prioritize Goals
 - Membership activities and benefits
 - Summit Results
 - Spending down of balances – possibly developing a grant to send members to training

Fall Tech Session

- Scheduled for October 27th – 28th in Helena at Red Lion Colonial
- Confirmed Workshops include
 - MSDI and data sharing
 - Training Session on how to implement each best practice
 - Creating Base Maps
 - Adjusting data to the GCDB
 - Open Source GIS
 - ESRI sessions
- Suggestion to / Discussion on tracking requests for specific types of training (i.e. ESRI/Trimble, etc) as a benefit of membership. We could maybe tag sessions on to the day before or day after the tech session.

MAGIP Workplan

- Committee Chairs are asked to review and update their section of the workplan and send to Lee by the end of July

2012 Conference

- Lee has wiki on timeline for conference preparation
Motion (Erin): To hold 2012 Conference in Lake/Flathead County
2nd (Diane)
APPROVED UNANIMOUSLY
- Wendy and Mindy will be co-chairing the conference. Diane will be on conference committee.
- Lee pointed out that it is not in her contract to facilitate with conference planning as Janet has historically done.

Next Board Meeting

Scheduled next board meeting for August 26th, 2010. Linda will send out outlook calendar for next year of meetings

User Group meeting / Request for Assistance

Need to let members know about request for assistance and user group meeting funding

Motion (Diane): To support user group meeting request in Polson

2nd (Nate)

APPROVED UNANIMOUSLY