

# MAGIP Board Meeting Minutes

Thursday, June 23<sup>rd</sup>, 2011

Lewis and Clark County City Building

10:00 AM

## Attendance:

Lance Clampitt

Mike Rave

Wendy Thingelstad

Chris Stump

Jason Danielson

Miles Wacker

Jon Henderson

Eric Spangenberg

Maya Daurio

Lee Macholz

Meghan Burns

***Review of March 10th Board Meeting Minutes will be completed at next meeting***

## ***Assignment of MAGIP Secretary***

**Motion (Eric Spangenberg): elect Meghan Burns as secretary**

2<sup>nd</sup> (Jon Henderson)

APPROVED UNANIMOUSLY

## ***Assignment of MAGIP Education Committee Chairperson***

**Motion (Eric Spangenberg): ratify Maya Daurio as Education Committee Chairperson**

2<sup>nd</sup> (Jon Henderson)

APPROVED UNANIMOUSLY

## ***Committee Reports***

- Professional Development Committee
  - Rick Ketterling (committee chair) was not in attendance
- Business and Operations Committee
  - Chair vacant and a new chair should be selected from the board
  - Lee Macholz provided an overview of the potential duties. One duty would be to develop a needs assessment for a full-time or part-time MAGIP Director.

## ***Assignment of MAGIP Operations and Business Committee Chairperson***

**Motion (Jon Henderson): elect Eric Spangenberg as Operations and Business Committee Chairperson**

2<sup>nd</sup> (Jason Danielson)

APPROVED UNANIMOUSLY

- Web Subcommittee
  - Jason Danielson (committee chair) announced that the Policies and Procedures living document was posted to the MAGIP website.
  - At last meeting, held May 19, 2011, there was a discussion of whether or not the E-mail List-Serve should be moderated. It is currently moderated by Gerry Daumiller, Erin Geraghty, and Michael Fashoway. Erin and Michael no longer want to be moderators. Gerry would like to continue. Jason will meet with Gerry to figure out logistics and what the next steps should be. T
  - The future of the Vector publication was discussed. The publication, which is overseen by Nat Carter, has found it difficult to get input and has provided several ideas for increasing

participation. Ideas include changing format, making it annual, and providing incentives. Jason will take discussion back to Nat.

- Jason will forward MAGIP mail received via the P.O. Box to Lee or Jon as appropriate.
- Education Committee
  - Maya Daurio (chair) has spoken with the Montana Geographic Alliance about the possibilities of working together and is looking into updating the Geospatial Trunks at the Montana Natural History Center. There is potential \$1,000 available for this work.
  - Jon Henderson will research the status of the MSU/UM endowments.
  - Wendy will follow up with the former chair Stephanie Anderson on whether the scholarships were awarded this year.
  - Lee Macholz mentioned the need to recreate a mailing list of where to send scholarship announcement.
- Technical Committee
  - Chris Stump (chair) is working on the contract with the Holiday Inn in Missoula for the 2011 Fall Technical Session to be held October 3 -4, 2011.
  - Chris has gone over the survey results with Mike Sweet and Ricki Ketterling to help plan the sessions. ESRI will be provided a ½ day of Mobile GIS training.
  - The MAGIP Board will review the budget after the next Technical Committee meeting.
- 2012 Conference
  - The 2012 Conference will include the following tracts: education, tribal, health, and social media
  - The vendor prospectus was sent out and it was noted that the vendor list should be updated and validated before the next conference.
  - Two speakers are planned, entertainment and swag has yet to be decided. 2 GB memory sticks will be ordered for registrants.

#### ***Approval of Awards Document***

- Lance Clampitt standardized and reformatted the MAGIP award guidelines. The document can be downloaded from the following location:  
<http://www.magip.org/Resources/Documents/BODMeetingMinutes/MAGIP Awards.pdf>

#### ***Approval of MAGIP Awards Guidance Document***

##### **Motion (Jon Henderson): approve MAGIP Awards Guidance document**

2<sup>nd</sup> (Eric Spangenberg)  
APPROVED UNANIMOUSLY

#### ***MLIAC Report***

- Lance Clampitt (MLIAC Representative) reported on the previous MLIAC meeting held Thursday, June 16, 2011. The agenda can be found at the following web address:  
[http://itsd.mt.gov/policy/councils/mliac/June\\_2011/default.mcp](http://itsd.mt.gov/policy/councils/mliac/June_2011/default.mcp)
- The NAIP is currently being flown from the Southeast to the Northwest. The contractor Surdex is flying 4 bands, but as of yet Montana doesn't have funding for the 4-band product.
- The May 23, 2011 recommendations of the GIS Task Force were announced. One recommendation was that the Base Map Service Center move within the Montana State Library, where there is currently an MOU in place. The document can be located at the following web address:  
[http://itsd.mt.gov/content/policy/councils/mliac/June\\_2011/Task\\_Force\\_Recommendations](http://itsd.mt.gov/content/policy/councils/mliac/June_2011/Task_Force_Recommendations)
- The MLAC FY2012 successful grant applications were announced. They can found at the following web address: [http://itsd.mt.gov/content/policy/councils/mliac/June\\_2011/MLIA\\_FY12\\_Grants](http://itsd.mt.gov/content/policy/councils/mliac/June_2011/MLIA_FY12_Grants)
- It was suggested at the meeting that grant recipients present to the Council.

- Wendy Thingelstad represented MAGIP
- Lance presented on the Land Plan “Proposed Revision” which would change the granting process where every project would not have to be granted. The document can be found at the following web address: [http://itsd.mt.gov/policy/councils/mliac/June\\_2011/default.mcpX](http://itsd.mt.gov/policy/councils/mliac/June_2011/default.mcpX)

***Treasurer’s Report and adoption of yearly budget***

- Jon Henderson presented the FY10 Budget report and FY11 Budget Projection. The document can be downloaded from the following location:  
[http://www.magip.org/Resources/Documents/BODMeetingMinutes/MAGIPBudgetFY10\\_FY11.pdf](http://www.magip.org/Resources/Documents/BODMeetingMinutes/MAGIPBudgetFY10_FY11.pdf)
- There was an increased profit from the Spring meeting in Lewistown.
- Jon highlighted several expenses including the Missoula coffee talk, Liability Insurance, Lee’s administrative services.
- It was noted that Lee Macholz’s current contract will be up soon and that the current contract does not reflect the 2012 Conference. Jon will look over the budget discuss a new number with Lee and look to change Lee’s contract to a 2-year contract. Most likely a conference call will be setup to vote on the new contract with possibly resetting Lee’s contract to January instead of June.
- Jon will look into the process of getting Wendy on the Wells Fargo bank account.
- The E-mail List-Serve subscription was discussed. The cost is approximately \$17 per month, but it is unknown who will receive this bill or how often.
- Jon will prepare the 2012 budget for adoption at the end of this year.
- Options for investing MAGIP money were considered, including CDs or the Wells Fargo business checking account.

***Approval of FY 2011 MAGIP Budget***

**Motion (Miles Wacker): approve MAGIP FY 2011 MAGIP Budget**

2<sup>nd</sup> (Lance Clampitt)

APPROVED UNANIMOUSLY

***MAGIP Calendar Review***

- Lee Macholz presented the MAGIP Google Calendar and Picasa photo site and passed out web account information.
- A Board Retreat was discussed and several dates were suggested. Wendy will start a discussion thread to continue this discussion.
- The Fall Technical Session was added to the Calendar.

***Review of the Work Plan***

- Lee Macholz reviewed the MAGIP 2010 – 2011 Work Plan that is available for download from the MAGIP website under Governing Documents or from the following web address:  
[http://www.magip.org/Resources/Documents/BODDocuments/MAGIP\\_2010\\_2011\\_WorkPlan.pdf](http://www.magip.org/Resources/Documents/BODDocuments/MAGIP_2010_2011_WorkPlan.pdf)
- This work plan in large part was developed at the previous Board Retreat. The upcoming Board Retreat would be spent revising this plan.
- Lee noted the four Board Directives and each of the Committee and Subcommittee Goals and Objectives.
- Lee will talk with former chairs and create an accomplishments document.

***Meeting Adjourned***

**Motion (Eric Spangenberg): adjourn meeting**

2<sup>nd</sup> (Miles Wacker)

APPROVED UNANIMOUSLY