

MAGIP BOARD OF DIRECTORS MEETING AGENDA

Monday, January 14, 2019, 10:00 AM – 3:00 PM

<https://global.gotomeeting.com/join/222385413>

Dial +1 (646) 749-3131

Access Code: 222-385-413

Attendance

Liz Juers

Steven Jay

Bob Cochran

Phil Davis

Gerry Daumiller

Andrea Stanley

Jenny Connelley

Rob Ahl

Guests

Meghan Burns

Approval of December 10, 2018 BOD meeting minutes

Motion (Gerry Daumiller) to adopt the Board meeting minutes of December 10, 2018

2nd (Phil Davis)

APPROVED UNANIMOUSLY

MAGIP Administration and Main Contact

- Lee Macholz is resigning from her MAGIP role
- We still need a comprehensive list of exactly what her duties have been
- The most critical items seem to be responding to emails and answering questions from the membership, managing membership fees, organizing and facilitating MAGIP annual retreats, managing passwords, some conference planning, managing requests for assistance, writing letters for GISP applicants
- Lee sent an email with replacement options
 - We would need to find out what they charge
 - Lee worked for \$40.00/hr
 - Jenny will start to contact replacement options
 - Gerry will contact MARLS to see who they use
- Should we hire someone who is a MAGIP member or someone outside of the organization?
- We also need a Treasurer so could this hired person to replace Lee be able to do this?
 - Would help with annual budget consistency, which is a problem currently with the Treasurer position constantly changing
 - Would require a change in the by-laws if Lee's replacement were to do this
 - Preference is to hold an election to elect a Treasurer
 - This person doesn't have to be a Helena resident – someone else in Helena can get mail and go to the bank when necessary

MAGIP Request for Assistance [#55]

- Request is for support for the 2019 Montana Library Legislative Night
- No amount was listed for the request, but \$500.00 has been donated before under the budget category Grants: Assistance

Motion (Jenny Connelley) to approve the request for \$500.00 for Legislative Night at the Montana State Library on February 5th, 2019

2nd (Gerry Daumiller)

APPROVED UNANIMOUSLY

MAGIP 2019 Proposed budget

- Different from last year:
 - No need for logo award, as the permanent logo has been designed and will be reused in future conferences
 - Software category was specific to the conference so it was removed from the general budget
 - Is the Director's Insurance amount still adequate? Will discuss later
 - Unknown if Red Castle will contribute to Grants and Scholarships
 - \$1000.00 for networking equipment category from 2018; we don't need networking equipment, but will keep it in and reduce it to \$500.00 as a contingency
- 2019 GeoCon Budget
 - If we had Board members pay to attend the conference we would increase revenue
 - The Board has voted previously that it is a benefit of being a Board Member
 - \$4,000.00 cost of ArcGIS Pro class was added to the budget
 - \$368.00 increase to use 'Smart Sheets' planning software and 'Sched' software
- Budget summary: MAGIP will still lose \$10,000.00 this year, given the GeoCon and general annual expenses
- Rob Ahl: should we tie the Grants/Scholarships annual amount to some percentage of overall budget?
 - This would make the discussion on this budget category easier and allocated annual amount to this budget item would be predictable
 - Difficult to decide this now because of the 2018 revenue loss and projected 2019 revenue loss, due to the transition to an annual conference
 - Could be considered in the future, when MAGIP knows if an annual conference will be financially sustainable

Motion (Steve Jay) to approve the MAGIP 2019 Budget Proposal

2nd (Jenny Connelley)

APPROVED UNANIMOUSLY

Committee Reports

Web Subcommittee (Meghan Burns)

- Updates to the website to prepare for hosting the conference website
- Wild Apricot now has a payment processing feature; we will stick with PayPal for membership dues because it is already set up

Education Committee – (Rob Ahl)

- No Updates

Professional Development Committee (Michael Krueger)

- Not present

Big Sky GeoCon Committee

- Not present

Technical Committee (Curtis DeVault)

- Not present

Business and Operations Committee (Jenny Connelley)

- No updates, no meetings held lately

Membership Subcommittee (Liz Juers)

- No updates

Treasurer's Report (Review document from Gerry)

- We lost nearly \$16,000.00 in 2018
- Currently working on taxes
 - Need to send 1099-MISC to Lee Macholz and Magpie Consulting
 - Can't download 1099-MISC forms from the web, but Gerry will have his personal tax person prepare those and have a general inspection of the rest of MAGIP taxes

Miscellaneous

- Liz is looking for guidance on Membership Subcommittee
 - Should it get reabsorbed into Business and Operations Committee?
 - Bob will include that topic on the next meeting's agenda for discussion
- Andrea Stanley has submitted proposed changes to the 'Quick Maps' section of the MAGIP website
 - The request from the State Library has changed from wanting a simple list of businesses willing to take on small 'Quick Map' services, to wanting a listing of full-service GIS firms
 - Should change 'Quick Maps' to 'Geospatial Services' or something similar that implies more comprehensive GIS services
- Rob would like us to discuss setting aside a certain percent of our budget for Scholarships.

- There was some disagreement on this because we are currently losing money and the actual value students get from receiving a scholarship. We discussed that this might be worth coming back to when we more fully understand the implications of having yearly conferences
- Rob requested that we decide if scholarships are truly something that should be part of our main purposes and less of an afterthought when we have money available.
- Discussion on how we are budgeted for travel vouchers for student conference comps and returning scholarship winners.
 - We currently budget for 10 travel vouchers and there is a possibility that all 10 of these could be used by student conference comps with none left for past scholarship award winners.
 - Rob and Gerry are going to work to put together a proposal to clear up the discrepancy to share at next board meeting.
- State Library's request for support for their media campaign
 - The library has a request that we help advertise for their media campaign on the MAGIP website
 - Bob will ask Erin to attend the next board meeting and discuss specifics of what they would like us to do.
- Discussed the status of GIS Talking Points Story map
 - Steven has not gotten much back in terms of links to products that could be displayed in the story map.
 - Gerry was going to reach out to Deborah to see if she has more information or ideas
 - Bob offered to help with story map

Review of Upcoming Calendar events

2019 Big Sky GeoCon

- April 1-4, 2019 - Butte, Montana Copper King Inn.

MLIAC

- November 15, 2018

Board of Directors meetings

- February 11, 2019 10:00 AM
- March 11, 2019
- April 5, 2019 – Copper King Inn, Butte
- May 13, 2019

Motion (Jenny Connelley) to adjourn at 11:14 AM

2nd (Michael Krueger)

Approved Unanimously