

MAGIP Board Meeting Minutes

Tuesday, June 19th, 2012

DNRC Office – Bannack Room, Helena, MT

10:00 AM

Attendance:

MAGIP BOD Members:

Miles Wacker, President – MDT

Wendy Largent, Past President – Lake County

Allen Armstrong, Vice President – Gallatin County GIS

Carrie Shockley – Member-at-large – City of Bozeman

Jon Henderson, Past Treasurer – City of Bozeman

Lance Clappitt, MLIAC Representative – USGS

Andrew Gordon, Professional Development Committee Chair – CDM Smith

Chris Stump, Technical Committee Chair – MT DEQ

Eric Spangenberg – Lewis & Clark County/ City of Helena

Jason Danielson – Lewis & Clark County/ City of Helena

Gerry Daumiller, Education Committee Chair – MSL

Tom Kohley, Treasurer – Ranch Maps

Meghan Burns, Secretary – TREC

Miles Wacker called the meeting to order at 10:00 AM and asked if there were any revisions to the agenda.

Additional Items:

- Liability Insurance Renew
- MAGIP BOD Retreat discussion of dates and locations

Review of April 20th Board Meeting Minutes

Motion (Eric Spangenberg): adopt meeting minutes

2nd (Chris Stump)

APPROVED UNANIMOUSLY

Selection of new Treasurer with Jon Henderson's term ending.

Motion (Miles Wacker) to elect Tom Kohley as Treasurer

2nd (Eric Spangenberg)

APPROVED UNANIMOUSLY

Welcome to the new BOD and new member orientation

- o Each new BOD member was provided a binder with pertinent MAGIP documents including the 2011-2012 Work Plan, 2011-2012 Budget, MAGIP BOD responsibilities, Bylaws and the Constitution.
- o Passwords for various services were handed out and the website and BOD discussion forum was reviewed.

Committee Reports

Technical Committee Report – Presented by Chris Stump

- o Chris Stump presented the Technical Committee's plan to have the MAGIP Fall Tech Session in conjunction with the State of Montana IT Conference that is held every year at the Red Lion Colonial in Helena, MT.
 - The Fall Tech Session would be December 3 – 4 followed by a GIS tract within the IT Conference
 - Registration cost would be \$100 for MAGIP members and \$125 for non-members.
 - Miles Wacker and Chris Stump are coordinating the presenters and working on save-the-date cards
 - There will be an Esri Developer Meet-up Monday evening and a Vendor showcase/Social on Tuesday night

- Chris Stump and Meghan Burns presented an update on the Data Best Practices document (formerly MSDI best practices). The best practices were further discussed and modified at the Friday, June 15 technical committee meeting.
- It was discussed that the Best Practice proposal and review process needed modification. Meghan will update this procedure. One modification will be the addition of a narrative for how agencies will benefit. Second, a stakeholder committee will be created to vet the data best practices outside of the technical committee. Erin Fashoway and Wendy Largent have volunteered to be on the stakeholders committee.
- There was a suggestion that the MAGIP BOD make recommendations/comments on the FY13 MSDI work plan.

Business and Operations Committee Report – Presented by Eric Spangenberg

- Eric Spangenberg reminded the BOD that he is storing MAGIP supplies at the Lewis & Clark County building.
- Eric has been attending the NW User Group meetings. He will be voted in as a board member at the upcoming meeting in Portland.
- The MAGIP Linked In group is a members only group. An administrator must accept requests to the group.

Web Subcommittee Report – Presented by Jason Danielson

- Jason mentioned that the web subcommittee is holding monthly or bi-monthly meetings
- Now that MAGIP is using Google Groups for the list serve the web subcommittee will be bringing back the “Did you know” emails every other week; Also there are no attachments allowed through the list serve.
- GoToMeeting has been implemented and MAGIP received money back from WebEx after closing that account; They have been testing the GoToMeeting functionality and are working on a help document for the web
- They are also researching video storage options for training videos along with the option of using YouTube.
- They also plan to update the web policy and procedures document

Motion (Miles Wacker): To ratify Gerry Daumiller as the MAGIP Education Committee Chair

2nd (Wendy Largent)
APPROVED UNANIMOUSLY

Education Committee Report – Presented by Gerry Daumiller

- Gerry is working to put together a list of Education Committee members and is planning a meeting for some time in July.

Motion (Miles Wacker): To ratify Andrew Gordon as the MAGIP Professional Development Committee Chair

2nd (Allen Armstrong)
APPROVED UNANIMOUSLY

Professional Development Committee Report – Presented by Andrew Gordon

- The next Intermountain GIS Conference will be held in Billings in 2014. Annette Cabrera has agreed to chair.

MAGIP Board of Directors Retreat

- The BOD Retreat is usually held in late summer/early fall. With so many new BOD members in the Bozeman area it was decided to look in that area for a location to host the retreat.
- Meghan Burns will setup a BOD discussion thread regarding locations and a Doodle to establish dates

MAGIP Promotion Pamphlet – Presented by Wendy Largent

- Wendy will work with Eric (current marking subcommittee chair) to develop a pamphlet to hand out at events
- The idea of looking into Innovate Montana to promote MAGIP was suggested by Andrew Gordon

MLIAC Report – Presented by Lance Clampitt

- MLIAC held their quarterly meeting during the Intermountain GIS Conference in Kalispell on April 18.
 - The GIS Task Force report was completed and presented
 - Jennie Stapp provided a Legislative Update with the goal to officially bring BMSC under MSL and looking to add 2 FTE to MSL
 - Stu Kirkpatrick presented the FY13 MSDI Work Plan and discussed the FY 13 MLIA Grants
 - Robin Trenbeath presented an update on Cloud Services procurement
 - The next meeting will be held September 6.
- http://www.msl.mt.gov/About_MSL/Montana_Land_Information_Advisory_Council/mliac_mtgmaterials.asp

Liability Insurance Renewal

- It was decided to renew the liability insurance for another year and to use that year to discuss whether it is necessary to have it using the BOD discussion forum.
- Miles Wacker will get the insurance renewed

Motion (Wendy Largent): To renew the liability insurance for one year

2nd (Lance Clampitt)

APPROVED UNANIMOUSLY

Spring Meeting

- It was decided to table the discussion regarding the Spring Meeting until the Retreat

GIS Day

- Stu Kirkpatrick approached Miles Wacker about the possibility of MAGIP hosting GIS day at the Capitol Rotunda
- Meghan Burns volunteered to follow up on this request.

Treasurer's Report – Presented by Jon Henderson

- Jon Henderson's term ends in June
- Jon presented an updated document on the Treasurer's responsibilities
- Jon mentioned the local government money that MAGIP has been holding and offered suggestions for handling this money
- Jon had good news to report about the amount MAGIP made on the Intermountain GIS Conference; He recommended suggestions for using some of this money to push some of our ideas forward and to focus on this at the upcoming retreat

Wendy Largent suggested that we award Mindy Cochran a gift of appreciation for her work on the 2012 Intermountain GIS Conference held in Kalispell, MT

It was decided unanimously to provide some gift of appreciation to Mindy. Wendy and Miles will take this on.

Next MAGIP Board Meeting will be held in September or October after the MAGIP BOD Retreat.

Meeting Adjourned

Motion (Wendy Largent):

2nd (Eric Spangenberg)

APPROVED UNANIMOUSLY