

MAGIP Board Meeting Minutes

Thursday, April 11th, 2013

Department of Commerce (301 S. Park Ave., Helena, MT)

10:00 AM

Attendance:

Wendy Largent

Miles Wacker

Gerry Daumiller

Allen Armstrong

Leslie Zolman

Meghan Burns

Carrie Shockley

Tom Kohley

Chris Stump

Miles Wacker called the meeting to order at 10:10 AM and asked for any revisions to the agenda.

Revisions to the agenda:

- Update on the MAGIP Board Elections – Wendy Largent
- Update on the recent Requests for Assistance – Meghan Burns
- Policy on list-serve job announcements – Miles Wacker

Review of January 16th Board Meeting Minutes – Presented by Meghan Burns

Motion (Wendy Largent): adopt meeting minutes

2nd (Gerry Daumiller)

APPROVED UNANIMOUSLY

Update on Requests for Assistance – Presented by Meghan Burns

- On March 7, 2013 MAGIP received a request for monetary support for the NW GIS User Group Esri UC Meeting. The request was made by Eric Spangenberg. As Eric is on the Board of Directors, he abstained from voting. Since it was more than two weeks out from a MAGIP Board meeting, there was a 5-day period of discussion on the MAGIP Board Discussion Forum followed by a 7-day period of voting via SurveyMonkey. Voting closed March 25, 2013. This request was not approved as the MAGIP Board felt that this type of sponsorship was focused more towards vendors, and that the majority of the MAGIP membership would not directly benefit from this meeting.
- On March 20, 103 MAGIP received a request from the Montana State University Earth Sciences Colloquium. After the requestor became a MAGIP member, the request was voted on and approved via SurveyMonkey (after the 5-day period of discussion and a 7-day period of voting). Voting closed April 5, 2013. This is the third time MAGIP has participated in this event. MAGIP will provide a judge for the 2013 spatial posters and present 1st, 2nd, and 3rd place prizes. First place is \$100 and registration to the MAGIP Spring Meeting or 2014 Intermountain Conference. Second place is \$50 and third place is \$25. All three will receive 1-year MAGIP memberships.

Committee Reports

- **Education Committee – Presented by Gerry Daumiller**
 - An Education Committee meeting was held February 27, 2013.
 - Wendy Largent was nominated and elected as the Education Committee Chair.
 - Gerry has received six scholarship applications and a committee was formed to review the applications. No K-12 grant applications have been received as of the date of the MAGIP Board meeting. The deadline was extended until May 1.

Appoint new Education Committee Chair

Motion (Miles Wacker): ratify Wendy Largent as Education Committee Chair

2nd (Allen Armstrong)

APPROVED UNANIMOUSLY

- **Professional Development Committee – Presented by Leslie Zolman**
 - Leslie held a committee meeting on April 10, 2013.
 - The keynote speaker for the 2014 Intermountain GIS Conference will be Tim Urbaniak an instructor at MSU Billings. The conference planning committee is looking for a Program Chair and a Workshop Chair. Miles Wacker is the Vendor Chair.
 - Registration is open for the 2013 MAGIP Spring Meeting. There are several workshops scheduled. Only about 20 people need to attend in order to break even on the meeting. Allen will obtain the continuing education credits.
 - Leslie has obtained Kris Larson’s presentation on GISPs and will be posting it to the MAGIP website. Leslie will put together a proposal to the Board asking for MAGIP to support paying for some of the GISP application fees for members.
- **Business and Operations Committee – No Report**
- **Web Subcommittee – No Report**

MLIAC Report- Presented by Miles Wacker

http://www.msl.mt.gov/About_MSL/Montana_Land_Information_Advisory_Council/mliac_mtgmaterials.asp

- The last MLIAC meeting was Tuesday, March 19, 2013.
- Jennie Stapp, the Montana State Librarian, provided a Legislative Update.
- The CIO Ron Baldwin provided an SITSD GIS Update.
- Stu Kirkpatrick presented the FY14 MSDI Draft Work Plan.
- Mike Sweet presented on climate as an MSDI Framework layer.
- Linda Vance presented on the Montana Natural Heritage Program land cover and wetlands services.
- Miles Wacker provided the MAGIP report.
- Art Pembroke volunteered to be the MLIAC Representative for MAGIP.
- The MLIAC Board is seeking new members. The terms expire at the end of June. The Board requires “two persons who are members of a Montana association of GIS professionals”. Wendy Largent has resubmitted her application. Leslie Zolman plans to submit an application.

Update on Local Government Special Interest Group (SIG) – Presented by Allen Armstrong

- Allen is working with the MAGIP Web Subcommittee to create a web presence.
- Allen looked into revising the bylaws to clarify MAGIP’s responsibility to support SIGs, but decided not to go that route. He will update the text on the SIG website.
- It was decided to add a Local Government SIG meeting to the MAGIP Spring Meeting. There was discussion on how to use funds to cover room costs and possibly supply snacks. There should be the ability to participate via teleconference.

Committee Reports

- **Mentoring Subcommittee – Presented by Diane Papineau**
 - Diane presented the results of the Mentoring Program Survey. There were 28 responses. Most all respondents used the resources in some capacity.
 - The program was created to be self-sustaining and there is a risk that the program would not be used. There are plans to publicize the program using the MAGIP list-serve as well as at the upcoming Spring Meeting. The Board will continue to support the Mentoring Program.
- **Technical Committee – Presented by Chris Stump**
 - Chris demonstrated an example of the spatial data best practices using the Montana Department of Environmental Quality (DEQ) data layers.
 - Meghan provided a summary of the best practices document which was presented and approved at the March 7, 2013 Technical Committee meeting. She is working to repackage all of the best practices within one document. The final Spatial Data Distribution Best Practices Document will be posted as separate documents until the final document containing all of the Best Practices is completed. The MAGIP Best Practices & Standards page: <http://magip.org/BestPractices>

Motion (Miles Wacker): to adopt Spatial Data Distribution Best Practices Document

2nd (Wendy Largent)

APPROVED UNANIMOUSLY

- Chris mentioned that the Technical Committee has not found a replacement for his Board position. He noted that a couple of people have shown interest, but have not wanted to commit to planning the MAGIP Fall Tech Session. There was a discussion regarding how to proceed with future MAGIP Conferences. It was decided to move forward with planning a Fall Tech Session in conjunction with the Montana IT Conference. Allen Armstrong volunteered to work on this if no one else was found to chair the Technical Committee.

2012 Grant Recipient – Presented by Gerry Daumiller

- The 2012 K-12 curriculum grant recipient Gail Shatkus of Chester-Kremlin-Joplin-Inverness School District would like for her class to present at a MAGIP meeting. There was a discussion for MAGIP to provide funding for their travel to the 2014 Intermountain Conference. There was also discussion regarding the addition of travel to grant winners to the MAGIP grant. The Education Committee will look into how much to budget for that.

MAGIP Board Elections – Presented by Wendy Largent

- Wendy noted that the elections opened on April 1 and will be open for 30 days. She will be sending out a reminder to vote to members in good standing soon.

FY 2013 Budget – Presented by Tom Kohley

- Tom mentioned that he received a thank you from Judy Hart regarding MAGIP’s sponsorship of Library Night.
- Tom provided a Profit and Loss Statement from January 1 through April 11. There was \$2,293.15 received in membership dues. Expenses included administrative services costs and web services for a total of \$427. The net income was \$1,866.15.
- MAGIP received \$3,350 in revenue from the Fall Tech Session, which was added to the savings account. There is currently a total of \$48,579.63 in the savings account and \$9,373.51 in the checking account.

Policy on list-serve job announcements –Presented by Miles Wacker

- Tabled discussion of the policy until next meeting due to lack of time.

Next Meeting and Review Calendar

- Miles Wacker went over the task list for each board member.
- The next MAGIP Board of Directors Meeting is set for Thursday, June 13, 2013. All existing and new board members will be invited to attend.

Meeting Adjourned

Motion (Miles Wacker):

2nd (Wendy Largent)

APPROVED UNANIMOUSLY