

Agenda / Minutes
Nevada Geographic Information Society (NGIS)
January 2009 Board Meeting
Telephone Conference Call – January 14th, 2009
APPROVED

I. Administrative / Roll Call of Board Members

Meeting called to order by NGIS President Pat Guiberson. It was determined that a quorum of Board Members were present:

Art Ehrenberg	Southern Nevada Water Authority
Moni Fox	Washoe County, Nevada
Eric Ingbar	Gnomon Inc.
Pat Guiberson	University of Nevada, Reno
Gary Johnson	Nevada Bureau of Mines and Geology
Matthew Krok	City of Henderson, Nevada
Tommie Weckesser	City of Henderson, Nevada
Richard Wells	City of Las Vegas, Nevada
Sonya Wilson	Clark County Department of Aviation

II. Old Business

a) *Old Minutes*

Tommie mentioned that she is looking for more feedback on the NGIF IRS application paperwork before Richard signs the filing. Specifically, issues were raised regarding the NGIF bylaws.

Gary made a motion to otherwise accept the May 2008 minutes. Sonya Wilson seconded the motion. There was no further discussion and the May 2008 Meeting Minutes were accepted by passing vote.

b) *Final Report from 2008 NGIS Conference*

Art advised the Board that the 2008 Conference was very successful. Although he did not have the figures in front of him Art advised that the net proceeds for the Conference were around \$16,000 thanks to several large sponsorships. Art will re-email the final spreadsheet detailing the final financial report of the 2008 NGIS Conference.

c) *NGIS Bylaws Update*

Pat stated with the number of past discussions regarding possible changes to the bylaws that he'd like to see this discussion continue via a working sub-committee. Art, Eric, and Pat have volunteered to be

members of this working committee tasked to list potential revisions the current NGIS bylaws. Tommie mentioned that the NGIF paperwork needs to be complete before any bylaw change can occur for NGIS. The working sub-committee agreed that within a month they would begin an email discussion regarding potential bylaw revisions and have it ready for discussion at the next Board meeting.

d) *NGIS Newsletter Editor Position*

There was discussion regarding the need to replace Debora Taylor as NGIS Newsletter Editor due to personal matters a few months back. However, Deborah has advised the Board that she is ready to take on the responsibilities of NGIS Newsletter Editor. She is hoping to have a new newsletter out by the end of January/early February time frame. She is always looking for suggestions but will likely have topics covering the 2008 Conference, looking forward to the 2009 Conference, GIS Day, Green Tips, Welcome New Officers, and Technical Tips. A draft version of the newsletter will be circulated to the board via email before sending it out to the membership using Constant Contact.

III. Reports

a) *Treasurer's Report*

Gary presented a motion to the Board requesting that he be given the authority to apply for a credit card to use to cover online and any other incidental NGIS transactions and costs that require a credit card, such as Constant Contact, & Reg. Online. The reason for the motion was Gary's need to no longer have his own personal credit card paying for activities associated with NGIS. The credit card would be issued in the name of the current Treasurer along with the organization's name. Any incoming new Treasurer would be issued a new card and the old card would be turned in and destroyed. The motion was seconded by Eric. During the discussion of the motion, for reasons of transparency and security, Matt brought up the requirement of having a \$500 purchase limit on transactions. Eric suggested that we should not have any limitations on the card as the Treasurer already has unlimited check writing authority. If we were going to have a limit on the credit card then we should have limitations on the checking account as well. Also, discussed was the type of credit card the organization would apply for. Would it be a credit card or a debit card and what would the annual fees be?

The motion was tabled by Gary pending further information regarding the type (credit/debit) of card we would apply for, fees,

security options and limits. It was decided that an email vote would be taken once Gary presents his new motion. There was no financial report given regarding the current account balances of the organization.

b) *Web Subcommittee Report*

Gary reported that Adam was becoming “weary” of continuing with the responsibilities associated with the NGIS web site. Richard posed to the Board that Geno Astarita has expressed interest in being involved with the web site and he would talk to him about taking over for Adam. If Geno is interested he will contact Gary to discuss the transition. Other items discussed were the creation of a procedural guide and user reference for the web site and for maintaining membership records. Also there needs to be a standard format template designed for any emails sent out of Constant Contact. Gary will be working on the procedural guidelines for the web subcommittee and will have them available for the next Board meeting.

c) *Membership/Outreach Subcommittee Report*

Matt reminded that Board that the goal of this committee was for membership recruitment/retention and any planning of membership outreach events. Matt will also be working on the procedural guidelines for this committee and he will have them available for the next Board meeting.

d) *Historical Subcommittee Report*

Art advised the Board that he is in the process of compiling historical materials. He would also like to send out a request for materials to the membership. Art would also like a standard to be developed for digitally storing, posting (web site), and archiving historical materials. Art will also be working on the procedural guidelines for this committee and he will have them available for the next Board meeting.

IV. New Business

a) *NGIS '09 Conference Update*

Mark advised the board that everything was going well with the conference. He also announced that Jack Dangermond will be the keynote for this year. The web site has currently has content up regarding the call for posters and papers and general hotel

information, while online registration will be active soon. Gary and Mark both advised that they are expecting 22-23 vendors (5 booths already sold) with an estimated paid registration turnout of 200 people. The break-even is estimated at 150 fully-paid registrations. The overall budget for the conference is \$40,000; however the hotel (Atlantis) has agreed to be flexible with the conference planning committee's needs if the numbers differ greatly. The registration fees will be \$150 for full registration and \$175 for late registration. The room rate at the Atlantis is \$78/night, which is the standard Federal rate. Matt asked what the final numbers were from the 2007 Conference and Gary advised that there were 34 vendors and 261 fully paid registrations.

b) *NNUG/SNUG – ESRI/NGIS ongoing relationship*

Moni reported that on 01/13/2009 she had a discussion with Jesse Gonzalez from ESRI regarding ESRI's desire to become less involved in the regional user groups. Jesse said that ESRI would no longer be supporting meetings and web coordination. The idea was posed to incorporate the regional user groups (NNUG and SNUG) within NGIS. This would allow for more meetings and more collaboration between the two user groups and our GIS community in general. The incorporation would also allow for enhanced record tracking (GISP) for participants. Also, individuals and organizations (NALS Group) outside of the reach of ESRI could more easily get involved with UG activities. Richard, Moni, Sonya and (Bob Agnew) volunteered as a subcommittee to further entertain efforts of how this might best be achieved.

c) *Other New Business*

None.

V. NGIF – “The Foundation”

a) *501c3 status update*

Tommie reported that the check from Gary has been received and Richard will sign the paperwork once some of the corrections he has found have been remediated. Tommie will re-send the bylaws out to everyone for comments. There will be a two week comment period after which the corrected bylaws will be signed and all materials will be sent off for processing.

VI. Closing Items

a) *Future Board Meetings*

NGIF Board will meet by the first week of February.

NGIS Board will meet by the end of February or first week of March time frame.

b) *Meeting Closed (Motion – Matt, Second – Pat)*