



Minutes
Nevada Geographic Information Society (NGIS)
July 2010 Board Meeting
July 20, 2010
APPROVED

NGIS Board Members Present:

Eric Ingbar, Richard Wells, Matt Krok, Adam Johnson, Moni Fox, Karin Hagan, Gary Johnson, Steve Mesa, Rich Pugliese, Tom Wussow

NGIS Board Members Absent:

Mark O'Brien

Guests Present:

None

Call to Order

The meeting was called to order by NGIS President Eric Ingbar. It was determined that a quorum was present.

Officer Reports:

- Secretary (Karin Hagan) - Needed to verify email address for Steve Mesa, provided with alternate. Asked if others took notes during the Conference Board Meeting – only Sonya Wilson. Sonya's notes will stand as the minutes. Asked for notes on the Conference Business Meeting – Richard Wells will provide a recording.
- Treasurer (Gary Johnson) - \$22,277 on hand, with all bills from the Conference paid

Old Business:

- Approval of June 24, 2010 Minutes of NGIS Board Meeting.

Established that the minutes created by Sonya Wilson will be the official minutes. Tabled for review.

- Status of NGIS Calendar (Matt)

Safa proposed a Javascript calendar however, it won't work with the Mac system. Should we keep it simple with uploaded PDFs? Matt said that we can do that, but it will require more work with updating.

What is the purpose of the calendar? Is it for all GIS & NGIS events? Or just for NGIS and the UG? This is up to the Board to decide. Adam, Matt & Safa will look at a few more options and report back to the Board.

- Status of NGIS Membership Certificates (Matt & Safa)

Two options were presented.

- (1) Constant Contact will create a welcome letter and add verbiage as “record of membership” to be kept for member records. We can add logos.
- (2) Download the Constant Contact database and create a membership list/certificate list

Adam suggested going with Option 1 and see how it works. We can make adjustments as necessary. Gary, Matt and the Webteam will draft the text for the letter and present at the next meeting.

- Status of email database updates (Adam)

Adam asked if they are to delete bouncing members? Does the email database become the membership database? This led to the beginning of a discussion about creating a membership database. This new discussion was tabled until the next meeting.

- Procedural guide for RegOnline

The procedural guide is in progress. It was asked if we can release the contact list to vendors for the next conference? Also, a refund policy statement should be added to the forms. As the conference is closed out, there will be a change in the password.

- Update on the status of NGIF (Richard)

Richard reported that the IRS needs more clarification regarding the foundation’s activities. The NGIF will respond.

New Business:

- Membership survey results

Steve suggested levels of membership, such as Basic/Silver/Gold/Lifetime, with tiered pricing and benefits. The membership level would show on the member’s conference nametag. Members would be allowed to upgrade rather than purchasing a whole new level of membership. Steve will draft a spectrum of membership levels and benefits.

The survey results showed that \$20-25 is the expected annual fee. Suggestion: Basic @ \$10, Annual @ \$25 and Lifetime @ \$250, etc.

What do we have to offer for the cost? Reduction of conference registration fee....

A subcommittee was created (Rich, Moni, Steve, Tom) to report back at the next meeting. Will present proposals & recommendations for a fee structure.

- Conference Close-out (Matt)

The demographic breakdown will be presented in the next GeoSpeak.

24 booths, 21 vendors

\$34,274.85 deposits

\$40 donations

\$1,400 outstanding PO's

Total: \$35,739.85

Expenses: \$30,226.35

Net: \$5,700 [Estimated]

Proposal: \$2,000 to donate to NGIF fund when final numbers are ready
For 2012, Sam's Town has approached us with the same deal as this year.

- Resolution of Former Board Members

Should we send a formal thank you letter? Motioned, Seconded. Eric will draft and submit to Board for approval.

- NGIS Bylaw Changes (Richard)

The changes were approved at the Conference. Gary will submit the new version to the State. Karin will get with Art for the official version of the Bylaws, make the changes, and provide them to Gary for submission.

- Creation of a Strategic Plan (Eric, Matt)

The Board would like to complete this process this year. Eric and Matt will discuss it and send the plan to the Board via email. They have a skeleton, and need to plan out the assignment of sections to Board members to flesh out.

- 2011 Conference Committee

Eric is starting to form the committee, and will work with the northern Board members.

- GeoSpeak ideas

Is there too much content? No, we're agreed that it looks good the way it is.
Gary, Adam and Richard will write up the ESRI UC.

Open Discussion

Matt suggested looking at a third location for the Annual Conference, as 92% of the membership surveyed said that they might go to a third location. Gary suggested having the 25th Conference at Carson City as a “return to the beginning”. Elko and Wendover were also suggested. This discussion will be continued later.

It was suggested that an email address be created so that the membership can contact the board (board@ngis.org). The creation of support@ngis.org was also suggested, as a contact email to be used on other sites such as arcgis.com and Facebook. Safa, Matt and Gary are going to look at transferring the Facebook page ownership to the support@ngis.org email address.

Tentative quarterly meeting dates:

October 5, 2010 @ 10:30

January 18, 2011 @ 10:30

April 12, 2010 @ 10:30

Conference in June

The meeting was adjourned at 11:44AM.