



Minutes
Nevada Geographic Information Society (NGIS)
April 2017 Board Meeting
April 11, 2017
APPROVED

Call to Order

The meeting was called to order by NGIS President Gary Zaepfel at 3:05 p.m.

Roll Call

Present: Gary Zaepfel, Don Harper, Gary Johnson, Karin Hagan, Andrea Adams, Eric Ford, Sue Buto, Jennifer Vlcan.

Not Present: Art Ehrenberg, Moni Fox, Eric Schmidt.

Guests –None

Gary Z. asked if everyone present is attending the Conference. Yes, though Gary J. will be attending on Thursday only. Gary Z. noted that the Board meeting has been moved to Wednesday at lunch, and everyone should provide Art with their lunch orders.

Gary Z. asked if everyone had time to review the Minutes from the January 17 Board meeting. Don said that he did not receive them; Gary Z. will double-check the ngis.org email address to make sure that Don's email has been updated. Andrea requested a correction to Laura Rosales Lagarde's name on page two. Gary J. made a motion to accept the Minutes as corrected, and Andrea seconded the motion. Vote – all Aye.

Officer Reports

President (Gary Z.)

Gary Z. reported that he has mostly been working on the Conference planning, which appears to be going well. We're a little light on vendors, however. He suggested that for next year we should review the format of the Conference as it appears that the GIS community is shifting. He has been talking individually with Board members, vendors and the community.

Vice President (Don)

Don is now at the Bureau of Land Management.

Treasurer (Gary J.) – See attached account report.

Gary J. reported that he has created a new NGIS account at Bank of America which is not tied to the URISA name. Most of the funds have been transferred to the new account, although some residual funds remain in the old URISA-tagged account due to recurring expenses.

He stated that he has a spreadsheet that he will provide to the new Treasurer for easy tracking of the accounts. Later in the meeting, he will make a motion to add signatories to the new account.

Secretary (Karin)

Karin reminded everyone that she sent out the draft Minutes of the 2015 Business meeting along with a draft Agenda for the 2017 Business meeting. These documents will be included in the Conference program, so she needs everyone to review them.

Committee Reports

Geospeak (John Ellis)

John is not present. Gary Z. has been unable to get in touch with John. Karin noted that he's listed as a presenter in the current version of the Conference program. Andrea said that she will try to get in touch with him using the contact information he provided as a presenter.

Gary Z. suggested that we consider shifting Geospeak to an annual format that would be provided at the Conference each year. Andrea and Sue liked the idea, and noted that the newsletter has been difficult to produce consistently in the past under other editors, due to lack of membership input. Gary J. noted that Geospeak is listed as one of the perks of being a paid member of NGIS, which is something to consider. Karin suggested shifting the publication of the newsletter to six months out from the Conference if we move to an annual format. This way we keep in touch with the membership.

Web (Gary Z.)

Gary Z. reported that the website is running well. He said that he has worked with Gary J. to sort out all of the behind-the-scenes accounts and vendors. Please let him know if you have suggested for changes in format, colors, fonts, content, and etc.

2017 Planning Committee (Andrea)

Andrea reported that the Conference planning is going well, though we are a little light on vendors. She noted that many people in the committee have stepped up to find vendors. There are still a few openings for presentations and we have good content so far. The Keynote speaker will be Erica Fagin, and the Welcome address will be given by Chief Ryan Turner of City of Henderson Emergency Management. For activities, Tommie Weckesser has worked with ESRI to provide ArcGIS Pro training for free. There will also be a photo booth to go with the superhero theme.

Andrea said that at the end of the conference, she and Tommie will have the committee set out a framework and timeline of what needs to happen and when for conference planning. This way as we have turnover in the committee we can keep track of what

needs to be done and when, which will also assist those new to the committee. Last year we created a Lessons Learned document, and this year's SOP will join it.

Gary Z. noted that RegOnline shows that we have 97 registrants so far. We have a total of eight vendors, though four are paid and four are verbal agreements. The goal for vendors is ten. Gary Z. also noted that the Welcome session is being moved to two merged presentation rooms rather than the large dining room.

Education Subcommittee (Don)

Don reported that Laura Rosales Lagarde (NSC) and Cheryl Collins (DRI) will have a teacher training at the Conference. Karin added that the training is being sponsored by NGIF, and that she and Sonya Wilson will be there as volunteers. There are currently 16 teachers signed up for the training.

New Business

2017-2018 Slate of Officers (Don)

Don presented the following Slate of nominees to the Board:

NGIS Board Officers, 2017-2018

President – Gary Zaepfel, GISP (Washoe County)

Vice President – Don Harper (BLM)

Treasurer – Karla Chavez

Secretary – Karin Hagan, GISP (Kleinfelder)

NGIS Board Members, 2017-2019

Andrea Adams (City of Henderson)

Eric Ford, GISP (Wood Rogers, Inc.)

Ellen Guiberson (Washoe County)

Jennifer motioned to approve the Slate as presented by the Vice President. Gary J. seconded the motion. Vote – all Aye.

Gary Z. said that he would set up a Survey Monkey survey to be sent out to the paid members. Voting will be open through the first day of the Conference.

NV Emergency Management Association (Eric S.)

Eric S. was not present.

2016 Vision (Gary Z.)

Gary Z. tabled this discussion until the Conference.

Open Discussion

Gary J. made the following motion:

I move that the NGIS Board approve two additional signers on the Bank of America accounts and the PayPal account. The names are Gary Zaepfel and Karla Chavez. The accounts are the Main Operating Account, Grant account, and the PayPal account. The motion was seconded by Don. During the discussion, Gary J. stated that Gary Z. should be a signer because he deals with the web accounts and needs to have access to a debit card. Karla Chavez is listed as she is the presumptive incoming Treasurer and will need to have signature authority. Additionally, Gary Z. is in the North and Karla is in the South, which may be useful in the future. Additionally, Gary J. noted that Mark O'Brien no longer wishes to have signature authority and has turned in his box key. Vote – all Aye.

Gary Z. noted that the “Old Guard” of NGIS is moving on with their lives, so the Board needs to be looking for new members, new Board members, new ideas, and etc.

Next meeting is scheduled for Wednesday, May 3 at 12:30 p.m.

Meeting adjourned at 3:59.

2013 Operating Expenses \$4,988.56
 2014 Operating Expenses \$3,004.01
 2015 Operating Expenses \$2,870.42
 2016 Operating Expenses \$2,633.02
 2017 Operating Expenses \$1,226.36

Nevada Geographic Information Society
 2017 Operating Report - 1st Quarter + part April

	January	February	March	April	May	June	July	August	September	October	November	December	Totals:
P.O.Box	5.00	5.00	5.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Paypal	9.35	9.36	9.28	9.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00
Web							0.00	0.00	0.00	0.00	0.00	0.00	37.36
Storage		360.00	800.00										0.00
Taxes		6.00											360.00
Insurance D&O		0.00	0.00	3.00									800.00
Sect of State								0.00	0.00	0.00			6.00
NGIF													0.00
Bank Fees													3.00
Grant Bank Fees													0.00
Air Fare	14.35	380.36	814.28	17.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,226.36
Monthly Total:													\$1,226.36

(Information only)

paid memberships in 2017 from PayPal = \$
 1 paid membership by check = \$30.00
 1 paid group membership by check = \$300.00

Gross	PayPal	Net
30.00	-1.17	28.83
3,690.00	-1,431.91	3,546.09

Membership Payments: 123
 Note 1: Gary Z. will have more accurate membership numbers, so this may vary a little.

	As of 04/11/2017
NGIS Main Account	22,852.73
PayPal Account	286.16
NGIS Grant Account	10,300.52
	33,439.41
	2,950.12
	2,950.12
	36,389.53

	Beginning Balance:
1/1/2017	17,149.37
1/1/2017	368.97
1/1/2017	10,300.52
01/01/2017	27,818.86

NGIS Conference:	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Totals
Expense:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,104.01	0.00	2,104.01
Income:	0.00	0.00	0.00	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00
													Conference Net: -1,354.01