MINUTES
MN GIS/LIS Consortium Board
Thursday, March 20th, 2014
10:00 a.m. to 12:00 a.m. Board Meeting
Location: Ewald Consulting – 1000 Westgate Drive Suite 252, St. Paul, MN 55114

To: 2014 GIS/LIS Consortium Board Members:

Board of Directors
Adam Snegosky – Chair
Ben Verbick – Past Chair
Heather Albrecht – Chair-Elect
Kyle Chester – Treasurer (on phone)
Catherine Hansen – Secretary
Greta Bernatz – Higher Education (on phone)
Scott Freburg – At-Large
Bart Richardson – State Government

Ex-Officio Members
Jennifer Ward – Private Sector (on phone)
Michelle Trager - Local Government (on phone)
Kitty Hurley – Conference Chair
Geoff Maas – Conference Chair – Elect (on phone)
Ex-Officio Members
Gerry Sjerven – MnGAC (on phone)
Dan Ross – MnGeo

Called to order 10:05am

Agenda
Additions/Approval of Agenda
Snegosky
Dan/Scott – motion to approve agenda – Motion Carries

Secretary’s Report, Review of Action Items & Approval of Minutes
Hansen
- Directors and Officers Insurance was purchased. It is a 3 year contract paid annually (2014 = $900, 2015/16 = $800).
- Adam will add the Insurance Policy to the Portal.
- Ben will add a note up renewing/paying the insurance annually to the policy manual.
- Kyle moved $600 in honorariums to the scholarship fund.
- Ewald contract is up in June. They offered a two year contract with an annual increase of $1,350
- **Adam will counter offer with a $1,000 increase.**

Ben/Heather – motion to approve minutes – Motion Carries

Treasurer’s Report, Approval
Chester
- **Kyle will create a report of line items that grew by over 10% and place it on the portal.**

Kitty/Ben – motion to approve treasurer’s report – Motion Carries

Committee Report, Approval
Snegosky
- Adam created a list of all committee members and placed it on the portal
- Geoff is collecting Conflict of Interest Forms, and has approximately 7 outstanding.
- Geoff created a Committee Charter for the Future Conference Committee
- **Board agreed to use it as a template for other committees, Adam will distribute to committee chairs.**

Ben/Dan – motion to approve committee reports – Motion Carries

Action Items/New Business
Spring Workshop Update
Trager
- Workshops are set
- There will be two workshops offered as remote classes at Duluth and Mankato
- Ewald will have registration open soon
- A new instructor agreement was presented and adopted for this event.
- **Michelle will check with the Networking Committee to see what they have planned for after the workshops.**
Conference Committee Update

- Kitty presented an update on the conference planning, details can be found in the Committee Reports.
- Bart would like to be added to the networking committee.

Future Conference Location

- The committee had its first meeting and established a Charter.
- A more detailed update can be found in the Committee Reports.
- They are in the process of developing two surveys, one for attendees and one for vendors.

Project Portal

- Adam will check with Heidi to see if she can do a Project Portal training at the next board meeting.

Social Media

- Heather agreed to serve as the back-up to Kitty for social media request.
- The Communications and Outreach Committee will develop guidelines for appropriate use of social media.

Policy Manual Review

- Ben presented the updated Policy Manual for review.
- He will add the insurance information and place it on the portal.

Annual Report Review

- Ben presented the updated Annual Report for review.
- Kitty needs to provide Ben with Honorarium information from the workshops.
- Adam needs to draft a Message From the Chair.
- Ben requested members pass on information that should be included in the highlights section.
- Ben will revise the document and submit it for an e-vote before the next meeting.

Governor’s Commendation Update

- Ben had a conversation with Will Craig, and he is willing to help put together the application.
- One of the most critical pieces will be letters of support from the membership.
- The question was raised whether we should wait until next year to coincide with our 25th anniversary?
- We could start to gear up for it now and then use this fall’s conference as an opportunity to solicit membership comments.

K-12 GIS Event Funding

- Currently have 27 (expecting close to 35) 3 ½ hour workshops scheduled around the state.
- Could use event grants to help pay for potential facilities.

Round Robin regarding Ewald

- Issues in General
- Any Ewald issues for the next monthly follow-up request from Scott

Ben/Dan – motion to adjourn at 11:30am – Motion Carries