

AGENDA
GIS/LIS Consortium Board
Friday, September 12, 2008
10:00 a.m. to Noon
Location – Ewald Consulting
1000 Westgate Drive, Ste. 252
St. Paul, MN 55114-1067

Board Directors

Steve Benson - State Government
Rebecca Foster - Chair Elect
Kari Geurts - Conference Chair
Leanne Knott - At-Large
Tim Loesch - Treasurer
Mark Packard - Private Sector
Ben Richason - Higher Education
Sarah Schrader - Secretary
Jeff Storlie - Conference Chair Elect
Sally Wakefield - Board Chair
Jennifer Wittkopf, Local Government

Ex-Officio Members

Will Craig - Governor's Council
Chad Martini - Past Chair
Nancy Rader - LMIC

Committee Chairs

Banette Kritzkly - Scholarship/Database
Jane Mueller - Professional Development
Don Yaeger - Newsletter
Gerry Sjerven - Webmaster

If you are unable to attend or will be late to this meeting, please call Sally @ 651-312-1000, or cell phone 612-203-0825 or send an e-mail to: swakefield@1000fom.org

Dial in instructions:

1-866-394-4146

Participant code: 11191230#

AGENDA

Approval of Agenda / Additions to Agenda
Secretary's Report Approval of Minutes
Treasurer's Report Approval of Report

Wakefield
Schrader
Loesch

Action Items\New Business

- **Database worksession/09 Contract Prep** Wakefield
- **Booth Purchase – cost and design** Wakefield/Foster
- **Conference Booth Shifts – sign up** Wakefield
- **Newsletter Editor Vacancy** Wakefield
- **Conference Committee Report** Guerts
- **Request sponsorship and t-shirt donations for the Fun Run/Walk**



Minnesota GIS/LIS Consortium
1000 Westgate Drive
Suite 252
Saint Paul, MN 55114
www.mngislis.org

Committee Reports – September 2008

Awards

No report this month

Conference Committee Report

1.) Conference Committee meeting

- The conference committee met on September 4.
- Sub-committee reports:
 - Workshop committee (see Excel spreadsheet for workshop numbers)

Heidi reported on the registration numbers for the workshops as of this morning. Heidi thought that the numbers were down from last year. Heidi is working with Winona State and ESRI to get the software loaded on the computers before Tuesday. She thinks we will still need to load the majority on Tuesday. The committee is currently in the process of collecting AV needs, bios, honorariums, etc.

- Sessions committee

Kari reported for Shelly that there had been two cancellations, one speaker and one session. The committee is working to fill moderators for the sessions (six are currently needed). Shelly will be roving the hallways to troubleshoot issues. We will need to have a few back-up computers for the sessions. Heidi will arrange to have four computers as back-ups from Winona State. Scott will develop a plan for tracking Internet access requests so that we can give the presenters their access and password when they check in, not last minute.

- Facilities committee

Curt reported that the signage has been finalized. Table decorations will be license plate table tents celebrating the State's Sesquicentennial with balloons on either corner of the stage. There will be Minnesota history related quizzes on every table, with each table having 10 different questions. There are 600 total questions. The committee recommended having tables turn in their completed quizzes with the table getting the most correct receiving t-shirts. The committee also recommended having birthday present boxes on the tables as a centerpiece. Kari will request volunteers to wrap the boxes. Curt will follow-up with Leslie and the MN History Center and report back to Kari about historical maps and images to display in the lobby and exhibit hall.

- Entertainment committee

Kari reported for Jen that Goonies has been confirmed. Steve and Jen are still working on ordering glasses for the event. Kari and Jen will work with the Radisson about the food & beverage order. Kari discussed some problems that occurred last year with the beer tasting event with Lori Odegard at the Radisson. Lori said that for liability reasons a bell hop must be present if we use their carts to move the beer. We can choose not to tip them (last year Steve was stuck having to tip them). Kari recommends that the tip come from the conference budget. The Radisson has promised to make ice available for Steve to use Wednesday evening and Thursday morning.

- Silent Action committee

The silent auction planning is going well.

- Communications committee

We currently have 30 booths sold. We had 32 last year.

- Scholarship committee

Scholarship competition and awards planning is going well.

2.) Planning Issues:

- **Registration Numbers:** See attached document for registration number as of 9/8.
- **On-site program to print:** On-site program went to print this week.
- **Hotel room blocks:** Radisson is full, Hilton is nearly full. Set up a contract with Holiday Inn for more rooms and put the information on the website.
- **Packet materials.** On September 29 at 2:30 pm, the committee will meet at the GISLIS office to put together the onsite folders.
- **Volunteer sign-up.** Kari solicited committee members and will solicit other volunteers to take one hour shifts behind the registration desk so there can be at least two people at the desk at all times besides staff.
-

3.) Come join us on Monday, September 29 at 2:30 PM at Ewald to assemble the on-site folders. We will likely work up a thirst that could be met by a visit to a local establishment after the meeting.

Database Committee

No advance report

Governor's Council

FY2008 annual report is online: <http://www.gis.state.mn.us/pdf/AnnualReport-GCGI-2008.pdf>

The Council has not met over the summer, but the Executive Committee has:

- Approved Governor's commendations for two projects and sent them to the Governor's office for approval:
 1. LMIC's Geospatial Image Server
 2. McLeod County's LiDAR and Orthophotography Partnership
- Approved a Emergency Preparedness Committee report calling for increased GIS resources in the State Emergency Operations Center.
- Set the agenda for the first meeting of the FY09 Council, September 24.

History

No Report this month

LMIC Report

- **LMIC Staff at EOC during RNC:** Several LMIC project services staff assisted with GIS at the State Emergency Operations Center before and during the Republican National Convention. They will be part of a panel about "lessons learned" from that experience at the Emergency Preparedness Committee meeting of the Governor's Council on Sept. 11.

- **Drive to Excellence "Enterprise GIS" project:** This strategic planning project continues on schedule. More documents have been posted to the website (<http://www.gis.state.mn.us/committee/MSDI/dte.htm>): Nonstate agency workshop summary report; State agency workshop slides; First-draft of an "opportunity assessment"; Web survey results. The State agency workshop summary is out for review and will be posted soon.

- **NSGIC Annual Meeting, Fall 2010:** The National States Geographic Information Council 2010 annual meeting will be in Minneapolis! The dates will be set soon, and will not conflict with the Consortium conference in Duluth. The Marriott City Center is the likely venue. Chris Cialek is on the planning committee and will brief the board in the near future in case there are opportunities for the Consortium to take advantage of while all the state and many federal GIS leaders are in town.

- **Jim Ramstrom retired!** After 34+ years of state service, helping to make demographic and historical data more accessible to the public, Jim Ramstrom has retired from LMIC and joined Don Yaeger and others in the "Old Duffers Breakfast Club."
- **2008 Twin Cities Air Photos:** Spring 2008 USGS photos are now on the LMIC WMS: http://www.lmic.state.mn.us/chouse/wms_image_server_description.html including a link to the metadata, and the USGS Seamless Server. The photos cover an area that includes the Minneapolis-St. Paul downtowns, but they do not cover the whole 7-county metro.

Newsletter

- November 1 is the deadline for the next (Winter) issue.
- Don Yaeger will retire as Newsletter Editor after the Winter issue. Will Craig and Nancy Rader will continue to work on the newsletter, but Will's time may become more limited. The Board will need to assess where to go from here.

Policy

No Report this month

Professional Development Committee

Plans are underway to reserve space for Spring workshops. We are waiting for confirmation now; the tentative date selected is Thursday, May 21, 2009.

Scholarship

No advance report

Web Committee

No advance report.