

AGENDA
MN GIS/LIS Consortium Board
Friday, May 18, 2012
9:15 a.m. to 11:15 a.m.

Location: Ewald Consulting – 1000 Westgate Drive Suite 252, St. Paul, MN 55114

To: **2012 GIS/LIS Consortium Board Members:**

Board Directors

Ben Verbick - Chair
Sarah Schrader – Past Chair
Josh Gumm – Chair-Elect
Kari Geurts - Treasurer
Catherine Hansen - Secretary
Stacey Stark – Higher Education
Heather Bergen – At-Large
Bart Richardson – State Government

Blaine Hackett – Private Sector
Michelle Trager - Local Government
Alison Wieckowicz – Conference Chair
Derek Lorbiecki – Conf. Chair-Elect

Ex-Officio Members

Gerry Sjerven – MnGAC
Nancy Rader – MnGeo

From: Ben Verbick, Chair

If you are unable to attend or will be late to this meeting, please call Ben @ 763-543-2638 or cell phone 763-226-7060 or send an e-mail to: bverbick@logis.org

See conference call instructions at the end of this document.

AGENDA

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

Verbick
Hansen
Geurts

Action Items\New Business

- Fall Conference budget review (no action)
- Review/discussion of 2012 Board Goals - updated
 - Identify action items for May
- Approval of the Annual Report
- Introduction of Scott Franzmeier, our Ewald representative
- M360 transition progress report
 - Compilation of the attribute list
- Round Robin
 - Issues in general
 - Project portal
 - Any Ewald issues for monthly follow-up
 - Spatial Hotdish

Wieckowicz
Verbick

Schrader
Verbick/Franzmeier
Richardson

Verbick

Committee Business and Summary Reports

Note: an oral report not required but Board approval is required for all submitted reports.

Individual reports are assembled into a single document for quick review on our Portal for the specific board meeting month.

- | | |
|---|-----------------|
| • Awards Committee | Kotz |
| • Conference Committee | Wieckowicz |
| • Education Committee | Stark |
| • Database\Web Committee | Richardson |
| • Communications/Social Media Committee | Rader |
| • Outreach Committee | Hackett |
| • Spring Workshop | Trager/Schrader |
| • Scholarship Committee | Stark |
| • Statewide Community Advisory Body | Rader |
| • MnGeo Update | Rader |
| • Networking Event Planning Committee | Schrader |

Conference call instructions:

Dial 1-866-394-4146

Participant code: 11191230#

Board Chair: 11172589#



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

Committee Reports – May 2012

Awards (Mark Kotz)

- No Report this month

Conference (Ali Wieckowicz)

- No report this month

Web/Database (Bart Richardson)

- No report this month

Communications/Social Media (Nancy Rader)

Summer 2012 Newsletter: Deadline May 31.

Wider communication issues: The Committee has drafted a list of requirements for a new blog format for the newsletter, divided into “must have” and “nice to have” features.

MnGeo (Nancy Rader)

New Name for Minnesota IT: To recognize that the State of Minnesota’s executive branch IT services are now consolidated, the name “Office of Enterprise Technology” (OET) has been replaced by “MN.IT Services” or just “MN.IT” for short (pronounced “minute”). The organization’s [new strategic plan](#) is online.

LIDAR: The [latest status report](#) (5/11/12) is now online. For ongoing updates and user comments, see the [Minnesota Lidar Facebook page](#) (a publicly viewable page).

Spring Orthophoto Program: A partnership information meeting will be held May 21 in Brainerd to provide background information about [spring leaf-off flights being planned for 2013-15](#). This meeting will provide information about project details and offer an opportunity to discuss possible collaborations with counties and local governments interested in leveraging state funds to acquire higher-resolution imagery.

Geospatial Advisory Councils (Statewide: Gerry Sjerven, State Gov’t: Nancy Rader)

*The **Statewide** Geospatial Advisory Council addresses issues of concern to the wider GIS community; the **State Government** Geospatial Advisory Council focuses on state agency issues. All meetings are open to the public, and materials from past meetings are on the [councils’ webpages](#).*

Statewide Council: The council has not met since the last Consortium Board meeting. The next council meeting is May 30.

State Government Council: The council has not met since the last Consortium Board meeting. The next council meeting is May 22.

Nominations for Governor’s Geospatial Commendation Awards: Deadline is June 29, 2012. For more info, see the [award webpage](#).

Outreach (Blaine Hackett)

- No report this month

Spring Workshops (Sarah Schrader, Michelle Trager)

Meeting held May 14

Participants: Michelle Trager, Ben Verbick, Sarah Schrader

- Brainstorm ideas for additional advertising options for the spring workshops
 - There was discussion about the fact that much of our advertising is passive. While we post information on Facebook and LinkedIn, a member needs to go to those sites in order to see the information. One of the benefits of our e-announcements is that they are sent directly to our members and so they do not have to go and log in to a 3rd party website or visit the Consortium website for the information.
 - In LinkedIn, there is an option to send an announcement in group members. Sarah sent an announcement to all of the Consortium LinkedIn group members with links to the workshop registration page and to the Evite for the networking event.
- Signage
 - David Kelley at St. Thomas has multiple Consortium directional signs that can be used that day.
- Day-of Volunteers
 - We only need 1-2 people. David Kelley will be there all day to help at the registration desk and throughout the day. Sarah will be there all day. Staff from Ewald will be there to collect any registration payments.
- Send email to all workshop registrants
 - Thank you for registering for the 2012 spring workshops
 - Workshop location and link to maps
 - Link to parking info
 - Start/End times for AM and PM workshops and lunch
 - Time and location for the free networking event
- Update on number of registrants for each workshop

As of 9:50AM on 5/14/12

AM Half Day - Making Web Google Mashups and More (Hands-On) -16

AM Half Day - Introduction to GIS using ArcGIS 10 - 9

AM Half Day - Cartographic Design (Lecture) - 5

AM Half Day - Making Maps Using the US National Grid (Lecture) - 5

FULL Day - Applications of Python in GIS (Hands-On) - 20

PM Half Day - Model Builder: Making Models More Useful (Hands-On) -10

PM Half Day - Spatial Data Revealed (Hands-On) - 11

PM Half Day - Mobile GIS Applications (Lecture) - 14

90 total (110 half-day equivalent registrations)

Sarah sent out an announcement to all 300 members of the LinkedIn Consortium Group page regarding the Spring Workshops and Networking Event on May 14th at 1:30pm:

Reminder: Registration Open for GIS/LIS Spring Workshops

There are 7 great half-day workshops available at only \$75 each! (The Python class is already FULL) Click on the following URL for more information about the workshops being offered on May 24th and to register:

<http://mngislis.org/displayconvention.cfm?conventionnbr=11348>

Mark your calendar for the FREE GIS/LIS Networking Event to be held immediately following the Spring Workshops on May 24th from 4-6pm at St. Thomas University. An RSVP for this event would be greatly appreciated so that we can plan

appropriately for the number of attendees. Click on the following URL for more information and to RSVP:
http://new.evite.com/#view_invite:eid=0077AARBSZ35RYIKCEPBQNT5DXBK5I

Networking Event Planning (Schrader)

Meeting held May 7

Attendees: Victor Conocchioli, Dan Falbo, Colin Lee, Sarah Schrader, Jessica Campbell, Josh Gumm

Event Sponsorships - Update:

- We have 7 confirmed sponsors so far: Elevated GIS, ESRI, Flat Rock Geographics, Houston Engineering, North Point Geographics, ProWest & Associates, and RESPEC.

May Event - May 24th at the University of St. Thomas following the Spring Workshops:

- The group reviewed the Woulfe Alumni Hall where the event will be held.
- Finalize event details:
 - Setup for Sponsors
 - Check-in desk with name tags. Use a colored name tag for sponsors and plain white name tags for attendees.
 - Use the large white Consortium banner to drape in front of the check-in table to welcome the sponsors and attendees.
 - Day of Volunteers
 - Arrive at the room by 3:30pm to set up the check-in table and to put up the posters for the sponsoring agencies.
 - Set up the directional signage in the Student Center building prior to the event.
 - Welcome attendees and sponsors at the check-in desk.
 - Signage
 - The group reviewed a draft version of a sponsor poster that Colin created. As additional sponsors are confirmed their logos will be sent to Colin to be included on the poster.
 - All of the Consortium directional signage is in David Kelley's office at St. Thomas. Many of the signs will be used for the spring workshops event but can also be used for the networking event.
 - Event Advertising
 - Reminders for this event will be sent out via Consortium e-announcement and will also be posted on the Consortium's LinkedIn and Facebook pages.
 - The week of the event, we can send an email directly to everyone who registered for a spring workshop.
 - Add the event sponsor names to the Evite
 - Have the moderators for the spring workshops talk about this event prior to the workshops starting.
 - Other-Sponsor Information Letter
 - We need to send out an email to our event sponsors with details about this event – Time that the room is open, location address, parking information, Cash bar, free food, 4-6pm, explain the size of the available table space.

Tasks for Committee Members:

- Josh: Check in with SEH regarding the networking sponsorship
- Sarah: Check in with Dan Tinklenberg at SRF regarding the networking sponsorship
- Josh & Dan: Check in with WSB & Associates and Rowekamp & Associates regarding the networking sponsorship.
- Sarah: Check with David Kelley regarding whether we can get parking passes for our event sponsors. Find out cost or whether we could get them for free.
- Sarah: Send Colin the logo for North Point Geographics

Education (Stacey Stark)

- No report this month

Scholarship (Stacey Stark)

- No report this month

Finance Committee (Kari Geurts)

- See Treasurer's report

Minnesota GIS/LIS Consortium
Treasurers Report for April, 2012
Date of Report: 05/18/2012
Prepared by: Kari Geurts

Account Status as of 04/30/2012

Account	Balance	Description
General Fund	\$24,171.76	Affinity Checking Account
Reserve Fund	\$35,058.00	Affinity Savings Account
Accounts Receivable	\$1,465.00	Unpaid invoices
Other Assets	\$5,000.00	Prepaid expenses, Inventory, Undeposited funds
Accounts Payable	-\$86.55	Unpaid bills
Balance	\$63,272.18	Total Assets
Income	\$4,080.69	Registrations, donations and interest
Expenses	\$1,641.85	See check detail
Scholarship Endowment	\$34,241.91	Affinity savings account

Treasurer Comments

Spring workshop registration income is \$3,075.00 as of 4/30.

Networking sponsorship income is \$1,000.00 as of 4/30.

Stacey I signed a check for the GIS day but it did not show up in the check detail. Can you please check with your lab to make sure they received it?

GIS/LIS currently accepts Visa and Mastercard which have the lowest fees associated with them. The credit card fees are listed below;

- Discount rate = 2.19%
- Transaction fee = .20 per item
- Batch fee = .20 per batch
- \$5 monthly fee

Deposits:

Networking Sponsors	\$1,000.00
Registration	\$3,075.00
Reserve Fund Interest	\$2.88
Scholarship Fund Interest	\$2.81
Total	\$4,080.69

Expenses:

Credit Card Charges	\$18.00
Meeting Expenses	\$8.38
Postage/Delivery	\$1.98
Management Fee	\$700.00
Website	\$735.00
Rent/Storage	\$4.07
Telephone	\$163.92
Office Supplies/Photocopies	\$10.50
Total	\$1,641.85