

MN GIS/LIS Consortium

Meeting Agenda

December 14, 2017

1:00 – 2:00 (Event Grant Discussion)

2:00 – 4:00 pm Board Meeting

4:15 – 6:30 ? (Urban Growler)

Type of Meeting: 2017 Board of Directors

Meeting Location: Ewald, 1000 Westgate Drive, St. Paul, MN 55114

Dial in: 1-855-392-2520, Participant Passcode: 569 6856#, Moderator: 846 4166#

Meeting Facilitator: Scott Freburg, Board Chair

Invitees:	Attend	Call	Out		Attend	Call	Out
Tami Maddio, Past-Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Private Sector: Peter Smith	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair-Elect, Gerry Sjerven	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Local Government: Eric Kopras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer: Tim Loesch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Higher Education: Stacey Stark	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary: Leah Sperduto	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	At-Large: Henry Wander	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conference Chair: Jane Mueller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	State Government: Zeb Thomas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conference Chair-Elect: Jared Hovi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MnGEO Ex-Officio: Dan Ross	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Past Conference Chair: Ryan Stovern	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MnGAC Ex-Officio: Ryan Stovern	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- I. Call to order Freburg
- II. Roll call Freburg
- III. Approval of Meeting Agenda & Committee Reports Freburg
- IV. Review action items & Approval of minutes from last meeting Sperduto
- V. Review & Approval of Nov Treasurer's report Loesch
- VI. Open Issues/New business
 - a) Board Election Update Sjerven/Freburg
 - b) UMGECON 2018 Update Sjerven/Freburg
 - c) GAC Outreach Committee access to mailing list Sjerven/Stovern/Freburg
 - d) Future Conference Committee (2019) Sjerven
 - e) Amazon Web Services Update Maddio
 - f) Geoinquiries discussion from November (more info added) Freburg/Stark/Crosson (phone)
 - g) Geospatial Data Act letter of support Freburg/Ross
 - h) Other issues
- VII. Adjournment

All are welcome to meet at Urban Growler for Holiday Board and Committee gathering from 4:15 to 6:30/7:00ish.

Committee Business Summary Reports

- | | |
|----------------------------------|----------------------------|
| a) Awards | Mark Kotz |
| b) Communication | Kitty Hurley/Mike Dolbow |
| c) Conference | Jane Mueller |
| d) Database & Website | Gerry Sjerven |
| e) Education | Stacey Stark/Scott Freburg |
| f) Executive | Scott Freburg |
| g) Finance | Tim Loesch |
| h) Future Conference | Ryan Stovern/Gerry Sjerven |
| i) Networking | Zeb Thomas |
| j) Spring Workshops | Len Kne |
| k) Ad Hoc, WLIA | Ryan Stovern |
| l) Ad Hoc, Annual Membership xxx | Freburg |

Minnesota GIS/LIS Consortium
Treasurers Report for October, 2017
Date of Report: 11/16/2017
Prepared by: Timothy N. Loesch

Account Status as of September 30th, 2017

Account	Balance	Previous	Description
General Fund	\$167,222.08	\$107,157.07	Affinity Checking Account
Reserve Fund	\$45,253.65	\$45,249.93	Affinity Savings Account
Other Assets	\$11,310.00	\$6,300	Prepaid expenses, Inventory, un deposited funds
Accounts Receivable	\$4,260.00	\$0.00	Unpaid invoices owed to GIS/LIS
Accounts Payable	(\$8,002.58)	(\$1,183.45)	Unpaid bills (Conference commission to Ewald included)
Balance	\$220,043.15	\$157,523.55	

Scholarship Fund	\$41,569.78	\$39,166.53	Affinity savings account
Investment Account *	\$34,089.59	\$34,050.31	Schwab Managed Portfolio
	\$75,659.37	\$73,216.84	
Total Assets	\$295,702.52	\$230,740.39	Total Assets

Income

- \$2,400 – Honorariums Donated
- \$540 – Fall Conference Sponsorship (\$2,120)
- \$4,000 – Advertising Revenue (\$5,225)
- \$70,365 – Fall Conference Registrations (\$123,670)
- \$2,200 – Fall Conference Exhibitors (\$17,875)
- \$6.97 – Interest Earned (\$792.22)

Expenses

- \$2,400 - Honoraria (\$4,800)
- \$6,460 - Design and Print (\$6,460)
- \$1,306.10 – Entertainment (\$1306.10)
- \$883.78 – Student Competition Awards (\$883.78)
- \$1,741.78 – Credit Card Fees (\$3,011.01)
- \$14.49 – Meeting Expenses (\$172.83)
- \$200 – Marketing and Communications (\$200)
- \$107.63 – Miscellaneous (\$107.63)
- \$2.02 – Postage and Delivery (\$18.16)
- \$916.67 – Ewald Association Management Fee (\$8,250)
- \$5.20 – Rent/Storage (\$44)
- \$177.54 – Telephone (\$1,187.71)
- \$51.15 – Office Supplies/Photocopies (\$215.75)
- \$82.67 – Board Insurance (\$1,187.71)

Treasurer Comments:

Budget is looking solid with a majority of the activity related to the conference – registrations, vendors etc.

Respectfully submitted on September 21st by Timothy N. Loesch, Treasurer Minnesota GIS/LIS Consortium.

Minnesota GIS/LIS Consortium

Treasurers Report for December Meeting, 2017

Date of Report: 12/14/2017

Prepared by: Timothy N. Loesch

Account Status as of November 30th, 2017

Account	Balance	Previous	Description
General Fund	\$148,214.92	\$152,326.99	Affinity Checking Account
Reserve Fund	\$45,261.21	\$45,257.49	Affinity Savings Account
Other Assets	\$1,000.00	\$5,800.00	Prepaid expenses, Inventory, un deposited funds
Accounts Receivable	\$18,195.00	\$22,160.00	Unpaid invoices owed to GIS/LIS
Accounts Payable	(\$55,859.80)	(\$4,779.28)	Unpaid bills (Conference commission to Ewald included)
Balance	\$156,811.33	\$220,765.20	

Scholarship Fund	\$41,576.73	\$41,573.31	Affinity savings account
Investment Account *	\$34,732.63	\$34,448.99	Schwab Managed Portfolio
	\$76,309.36	\$76,022.30	
Total Assets	\$233,120.69	\$296,787.50	Total Assets

Income

- \$7.14 – Interest Earned (\$806.73)

Total Income for Month \$7.14

Expenses

- \$3,563.77 – Teacher Reimbursement (\$9,515.31)
- \$500.00 – Honorariums (\$2,900)
- \$247.18 – Credit Card Charges (\$5,827.58)
- \$16.05 - Postage and Delivery (\$58.50)
- \$916.67 – Association Management (\$10,083.37)
- \$252.50 – Web Services (\$6,083.37)
- \$5.20 – Rent/Storage (\$54.40)
- \$53.93 – Telephone (\$1,294.12)
- \$3.35 – Office Supplies/Photocopies (\$541.50)
- \$89.81 – Insurance (\$1,360.19)

Total Expenses for Month = \$5,648.46

Fall Conference financial transactions are nearly complete and should be done this week or early next week. Then I will be working with Jane and Ewald to confirm numbers and calculate profit sharing.

Respectfully submitted –

Timothy N. Loesch

December 2017

Communications & Outreach Committee Report

1. Posted Content to Social Media (*Facebook, Twitter & LinkedIn*)

- 2018 Board Election Open
- 2018 Board Election Open (reminder)

2. Posted Content to the Consortium's Blog

- No content posted this month

3. Social Media Update

a) Monthly Statistics (Dec 2017):

- Twitter – **453** followers (up 3)
- Facebook – **256** likes (down 1)
- LinkedIn – **980** members (no change)

b) Annual Statistics (Jan 2017 – Dec 2017):

- Twitter – **69** followers (**18%** increase)
- Facebook – **32** likes (**14%** increase)
- LinkedIn – **12** members (**1%** increase)

c) Two-year Statistics (Jan 2016 – Dec 2017):

- Twitter – **165** followers (**56%** increase)
- Facebook – **85** likes (**49%** increase)
- LinkedIn – **47** members (**5%** increase)

Amazon Web Services Summary
2017 Fall Workshops – Utility Network, Kim Sundeen

At the 2017 Fall Workshops at the MN GIS/LIS annual conference, Kim Sundeen from RAMTech Software Solutions instructed the Exploring the Utility Network & Tools with ArcGIS Pro workshop. She used Amazon Web Services to set up virtual machines that the students used in the workshop. This is a summary of the costs for doing this.

It was roughly \$184 for the usage + storage (includes prep time usage before the conference, and creating more AWS computers and testing them), and another \$10-20 for storage of the data. All this includes the months of Sept-October until the end of the workshop.

During the week (Mon-Wed), we spent the most \$\$ in beefing up the servers though to improve performance. Each "hour" is usually rounded up, and accounts for the time you have an AWS computer turned on. The cost per computer depends on what type of computer (i.e., CPU, RAM available...etc). The more powerful and RAM a computer has, higher cost per hour.

Cost	Utility Network(\$)	Utility Network(Hrs)
10/4/2017	\$39.74	63
10/3/2017	\$49.92	68
10/2/2017	\$31.49	47
9/1/2017-10/1	\$62.37	119
Total	\$183.52	297 hrs

EVENT GRANT PROPOSED REVISION 12/14/17

- Check with Ewald on eventgrant@mngislis.org - make sure is working.
- Change event grant form and responses owner from Stacey to eventgrant@
- Check that appropriate people are getting notified
- Update event grant form to include a template budget
- Update event grant to include a named "sponsor" (if not, one will be assigned). Link to an example or two of well-written grants that got funded (Jane, Stacey?)
- Update policy manual with process, sponsor or other board member must prompt the applicant for the follow-up paperwork.
- Follow up form can be a word doc that has the budget template, Ewald address, and some basic things about how many attended, how Mn GIS/LIS was acknowledged.
- Add an item to the Treasurer's monthly report or the minutes that gives a running tally of the budget approved amount and the amount spent for event grants, K12 and higher education budgets.
- Create a spreadsheet and/or folder of past event grants. Specify in the policy manual who will keep track of this.

EXAMPLE OF EVENT GRANT FORM CURRENT FORMAT:

Submitted: Wed, 10/05/2016	Mn GIS/LIS Consortium Event Grant
Today's Date?	10/5/2016
Name and Title of Contact Person	Stacey Stark, Director Geospatial Analysis Center
Address	140 Engr, 1303 Ordean Ct. Duluth, MN 55812
Phone	218-726-7438
Email	slstark@d.umn.edu
Name of Event	UMD and Duluth Community GIS Day
Purpose of Event	To bring together UMD departments and Community Organizations to showcase GIS activities. Members of the Northern Minnesota GIS User Group are organizing the event
Target Audience of Event and Location of Event	NMNGIS User Group, UMD students, staff, faculty; also Duluth community members, colleagues and possibly high school students. The event is open to the public.
Date of event	11/15/2016
Where will the event be held?	UMD Ballroom
Budget	The room reservation fee for this event at UMD is \$300. Then I am requesting \$400 for up to 40 exhibitors to receive lunch at the event. The Geography Department will be hosting an alumni event concurrently and they will cover a networking hour for all exhibitors and visitors. The Geospatial Analysis Center will be covering posters and any supplies or marketing costs.

Have you ever received a MnGIS/LIS Event Grant before?	
Briefly describe how you plan to acknowledge the Consortium at your sponsored event	Ryan and Gerry offered to set-up a Mn GIS/LIS Consortium table at the event with information about our organization. Also, Mn GIS/LIS will be acknowledged in the announcements and at the lunch table.
Please check all other promotion activities that are applicable to your event (all that are possible are required)	Mn GIS/LIS logo on hand-outs, Contribute to Mn GIS/LIS Blog about the event, Mn GIS/LIS e-announcement to full membership, Link to Mn GIS/LIS on event website
Please describe how this event will benefit the Minnesota geospatial community as a whole	This event (we held similar events at UMD in 2006 and 2011) has been a great event for GIS professionals and the UMD community to connect. GIS educational opportunities at UMD (degree and non-degree), research, and projects will be presented. Community organizations such as Minnesota Power, St Louis County, ARDC, and North Points Geographic Solutions will also provide context for how UMD graduates can use these skills, and how important GIS skills are in our community. We plan to have good publicity with the help our our College communications specialist
Requested amount	700

EXAMPLES OF BUDGETS FROM PREVIOUS SUCESSFUL GRANTS:

Submitted by Jane Mueller

Initial request prior to the event being held:

PROPOSED

Item	In Kind Donation	Event Grant Request	Totals
Room Fees	\$50.00	\$0.00	\$50.00
Printing Costs	\$30.00	\$0.00	\$30.00
Food Services	\$100.00	\$326.00	\$426.00
Advertising	\$25.00	\$0.00	\$25.00
Total	\$205.00	\$326.00	\$531.00

FINAL EVENT BUDGET:

Item	In Kind Donation	Event Grant Request	Private Donations	Totals
Room Fees	\$50.00	\$0.00	\$0.00	\$50.00
Printing Costs	\$30.00	\$0.00	\$0.00	\$30.00
Food Services	\$100.00	\$326.00	\$225.00	\$651.00
Advertising	\$25.00	\$0.00	\$0.00	\$25.00
Total	\$205.00	\$326.00	\$225.00	\$756.00

Final breakdown of actual expenses after the event. The Food Services line item was higher than initially estimated because attendance was higher than initially estimated.

Submitted by Stacey Stark for GIS DAY 2016.

Final budget also reflects fixed amount from MN GIS/LIS Consortium.

Final Budget	
GIS DAY 2016 - UMD	
soup and sandwich buffet (GIS Day presenters)	\$ 449.00
appetizers for networking event 4:00-5:30 (75)	\$ 654.25
Name tags and supplies	\$ 15.00
Room Rental	\$ 300.00
cash bar (set-up and bartending fees)	\$ 30.00
TOTAL	\$ 1,448.25
MN GIS/LIS Consortium outreach grant	\$ 700.00
College of Liberal Arts	\$ 300.00
Geospatial Analysis Center	\$ 448.25
	\$ 1,448.25

MN GeoInquiries Collection

WHAT: Esri has approached several people in the MN K-12 Education Collaborative about developing GeoInquiries that are MN-based. Esri's offer is \$5000 for the development and teacher training, no administrative costs are allowed.

WHO: Shana Crossman at UMN (formerly MNHS) has taken the lead on developing this proposal. Many experts from diverse areas and perspectives are interested in helping with this project.

WHAT: The focus of the Minnesota GeoInquiries is Minnesota Studies. The GeoInquiries will be designed to fit the 6th grade Minnesota Studies standards, but will also be applicable to use in 7th grade US History and 8th grade Geography standards.

POSSIBLE THEMES:

- Treaties/Reservations in Minnesota, 1820s-present
- Population change (by county?) over time, including urban/suburban growth and freeways
- Something with Historyopolis?
- Change in land use over time: Marshner maps - show vegetation p. 198 from Lanegran's book
- Topic from the Ag in the Classroom book Food for Thought, possibly Make a Thanksgiving Dinner, based on the Interactive Map in the MN Ag in the Classroom website
- Iron Range: where is the iron, where is the transportation
- Lake Superior and MN economy or Lake Superior and natural resources.

WHEN: There is no firm deadline, but Spring 2018.

- January 2018: Finalize themes and datasets
- February-March 2018: Write curriculum and build maps
- April 2018: Review initial drafts, finalize testing plan
- May 2018: Testing period
- June 2018: Revise GeoInquiries and launch

HOW: Proposed Budget

Esri Grant \$5000		
Geospatial Analysis Center - Micaella Penning	\$ 500	1 geoinquiry developed
		printing and expenses for hosting, minimal travel
Geospatial Analysis Center - expenses	\$ 500	for teachers
David Casey - teacher developer	\$ 3,000	5 geoinquiries developed
Teacher reviewers		\$200 five teachers
Jim Hanson, teacher 1	\$ 200	
David Casey, teacher 2	\$ 200	
teacher 3	\$ 200	
teacher 4	\$ 200	
Duluth teacher 5	\$ 200	could use one teacher at Ordean
In-kind curriculum development		
Shana Crossman, UMN Academic Technology		
Scott Freburg, MDE		
Jess Winkelaar, MNHS		
Dave Lanegran, MAGE		
Jen Cadwell-Vaughn, MNHS		
Sue Knott, MN D of Ag		
In-kind Technical support		
Geospatial Analysis Center		
U-Spatial		
	\$ 5,000	

Proposed MN GIS/LIS Matching Education Grant

The MN GIS/LIS Consortium has been asked to provide administration and serve as a fiscal agent. While the Board agrees this cannot be done directly, MN GIS/LIS could play a role by helping with the costs of administration and further leveraging the Esri grant to develop resources for K-12 Education using this collaboration. The Geospatial Analysis Center at UMD could be the fiscal agent and provide student work to extend the testing and marketing of this work. Furthermore, the students could assist with the content development for the mngiseducation.org website.

MN GIS/LIS matching grant		
GAC - Stacey Stark	\$ 500	admin, consult, supervise students for implementing Esri grant
GAC students	\$ 1,000	design of marketing materials, assist in classroom and testing
GAC students	\$ 500	mngiseducation.org website content
	\$ 2,000	

HOW: I propose that \$500 come from a HE Education Grant, and \$1000-\$500 come from the remaining 2017 K-12 budget.

Minnesota Geospatial Advisory Council

November 17, 2017

The Honorable Senator Amy Klobuchar
302 Hart Senate Office Building
Washington, DC 20510

Dear Senator Klobuchar,

I am writing on behalf of the Minnesota GIS/LIS Consortium to voice our support for the Geospatial Data Act of 2017 S.2128 which has been assigned to the Senate Commerce, Science and Transportation Committee.

Minnesota Geographic Information System and Land Information System (GIS/LIS) members are geospatial professionals representing city, county, regional, and state government as well as the federal government, private business, non-profit, academic and tribal organizations in Minnesota. Geospatial data includes aerial photography, road centerlines, elevation, streams and water bodies, government boundaries, land ownership, geodetic control, and much more. The organizations we represent rely on these types of data to serve our citizens and customers.

Geospatial data are critical to maintaining our national infrastructure and our economy. Unfortunately, multiple versions of these data are routinely built or acquired by various levels of government, duplicating the costs to the public. It is feasible to build single, multi-purpose national data layers that meet the requirements of most stakeholders, but more oversight and accountability are needed to coordinate these efforts.

This important legislation will provide Congressional oversight of federal geospatial activities, requiring collaboration, reducing duplication of effort, saving taxpayer money and enabling greater consistency of policy, and actions among government agencies.

Federal efforts regarding geospatial technologies have been guided over the past twenty-three years by E.O. 12906 which was first issued in 1994 to direct the development of a National Spatial Data Infrastructure (NSDI). It called for a national geospatial data clearinghouse and partnerships for data acquisition among federal agencies and others. When fully implemented, the NSDI would assure that spatial data from multiple sources (federal, state, local, tribal governments, academia and the private sector) are readily available and easily integrated through shared data themes, metadata documentation and shared standards. Additionally, OMB Circular A-16 (last revised in 2010) established the Federal Geographic Data Committee to outline requirements and implement the NSDI.

The Federal Geographic Data Committee has worked since the 1990s to coordinate the development of the NSDI, but has never had the necessary authority to hold agencies accountable for collaborating with other agencies before acquiring new data, nor for conforming to shared data standards that would enable the data to be used by multiple government agencies. In its current form, S.2128 is a bipartisan, positive response to the GAO report that documents this weakness in our national geospatial information system, "Geospatial Data - Progress Needed on Identifying Expenditures, Building and Utilizing a Data Infrastructure, and Reducing Duplicative Efforts" (<http://www.gao.gov/products/GAO-15-193>). The geospatial data inefficiencies which weaken our entire nation are also documented by the Coalition of Geospatial Organizations' "Report Card on the U.S. National Spatial Data Infrastructure" (http://www.cogo.pro/uploads/COGO-Report_Card_on_NSDI.pdf)

Minnesota Geospatial Advisory Council

S.2128 will:

- 1) Codify the existing executive orders and other guidance documents that direct work by the Federal Geographic Data Committee (FGDC) toward the NSDI.
- 2) Provide FGDC with the authority to make other agencies follow existing common sense rules, like creating metadata for all framework data layers.
- 3) Provide Congressional oversight over geospatial activities of FGDC members and other agencies, and require reporting to allow Congress to track progress on the NSDI and ensure funding is spent wisely.
- 4) Require Federal agencies to coordinate with one another and work in partnership with states, tribal and local governments, institutions of higher education, and the private sector to and cost-effectively collect, integrate, maintain, disseminate and preserve geospatial data.
- 5) Direct the Director of the Office of Management and Budget and the Secretary of the Interior to oversee a coordinated implementation of the NSDI.

In addition, this bill seeks to assure:

- (A) the privacy and security of the personal data of individuals
- (B) free access for the public to geospatial data
- (C) the protection of proprietary interests related to licensed information and data
- (D) the interoperability of Federal information systems

We need strong national leadership in the development of the NSDI to reduce waste and duplication of effort, and to make geospatial activities in Minnesota more productive and effective. It will come from passage of S.2128. The MN Geospatial Advisory Council encourages your support of this legislation.

Please feel free to contact me if you have any questions. I may be reached by e-mail at scott.freburg@state.mn.us or by phone at 651-582-8789.

Sincerely,



Scott A. Freburg,
Chair, Minnesota GIS/LIS Consortium