

# MN GIS/LIS Consortium

## Meeting **DRAFT** Agenda

July 19, 2018

10:00 – 12:00 pm Board Meeting

Type of Meeting: 2018 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#

Ewald Large Conference Room is inviting you to a scheduled Zoom meeting.

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/163782444>

Or iPhone one-tap : US: +16465588656,,163782444# or +16699006833,,163782444#

Or Telephone: Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 669 900 6833 Meeting ID: 163 782 444

International numbers available: <https://zoom.us/u/cntYGCUKJ>

Meeting Facilitator: Gerry Sjerven, Board Chair

| Invitees:                           | Attend                   | Call                     | Out                      |                                  | Attend                   | Call                     | Out                      |
|-------------------------------------|--------------------------|--------------------------|--------------------------|----------------------------------|--------------------------|--------------------------|--------------------------|
| Past-Chair: Scott Freburg           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Private Sector: Peter Smith      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Chair-Elect, John Nerge             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Local Government: John Studtmann | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Treasurer: Tim Loesch               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Higher Education: Jason Menard   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Secretary: Leah Sperduto            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | At-Large: Tanya Mayer            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Conference Chair: Jared Hovi        | <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: Aaron Menza | <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: Jane Mueller | <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 Sjerven
- II. Roll call Sjerven
- III. Approval of Meeting Agenda & Committee Reports Sjerven
- IV. Review action items & Approval of minutes from last meeting Sperduto
- V. Review & Approval of June Treasurer's report Loesch
- VI. Open Issues/New business
  - a) Polaris Award Nominations **10:30 am** Kotz
  - b) Conference Committee Update Hovi
  - c) Conference Promotional Rates Hovi/Others
  - d) Conference Evaluations Survey Hovi/Sjerven
  - e) Education Committee Update Menard
  - f) MSPS Conference Stovern

- |   |                 |
|---|-----------------|
| g) Event Grant – NW/NC GIS User’s Group   | Mueller/Sjerven |
| h) Tributes Discussion Update             | Sjerven         |
| i) Shirts/Booth Materials/Website         | Sjerven         |
| j) Web Services Update                    | Menard/Madi     |
| k) Policy Manual Changes                  | Freburg         |
| l) Annual Report                          | Freburg         |
| m) Next Meeting – Ewald – August 16, 2018 | Sjerven         |
| n) Additional Items:                      |                 |

VII. Adjournment

Committee Business Summary Reports (Review Members from February Retreat)

- |                                    |                              |
|------------------------------------|------------------------------|
| a) Awards                          | Mark Kotz                    |
| b) Communication                   | Mike Dolbow                  |
| c) Conference                      | Jared Hovi                   |
| d) Website                         | Gerry Sjerven                |
| e) Education                       | Jason Menard                 |
| f) Executive                       | Scott Freburg/ Gerry Sjerven |
| g) Finance                         | Tim Loesch                   |
| h) Future Conference               | Gerry Sjerven                |
| i) Networking                      | Zeb Thomas                   |
| j) Spring Workshops                | Len Kne                      |
| k) Workshop Cloud Hosting Services | Tami Maddio                  |
| l) ArcGIS On-Line Account          | Smith/Sjerven                |

**Minnesota GIS/LIS Consortium**  
**Treasurers Report for July Meeting, 2018**  
**Date of Report: 7/17/2018**  
**Prepared by: Timothy N. Loesch**

Account Status as of June 30th, 2018

| <b>Account</b>      | <b>Balance</b>      | <b>Previous</b>     | <b>Description</b>                                     |
|---------------------|---------------------|---------------------|--|
| General Fund        | \$67,405.90         | \$65,903.77         | Affinity Checking Account                              |
| Reserve Fund        | \$45,287.50         | \$45,283.78         | Affinity Savings Account                               |
| Other Assets        | \$4,500.00          | \$6,846.67          | Prepaid expenses, Inventory, un deposited funds        |
| Accounts Receivable | \$5,279.00          | \$8,089.00          | Unpaid invoices owed to GIS/LIS                        |
| Accounts Payable    | (\$252.20)          | (\$505.98)          | Unpaid bills (Conference commission to Ewald included) |
| <b>Balance</b>      | <b>\$122,220.20</b> | <b>\$125,617.24</b> |  |

|                      |                     |                     |                          |
|----------------------|---------------------|---------------------|--------------------------|
| Scholarship Fund     | \$3,302.56          | \$2.51              | Affinity savings account |
| Investment Account * | \$76,503.88         | \$76,915.47         | Schwab Managed Portfolio |
|                      | <b>\$79,806.44</b>  | <b>\$76,917.98</b>  |                          |
| <b>Total Assets</b>  | <b>\$202,026.64</b> | <b>\$202,535.22</b> | <b>Total Assets</b>      |

**Income**

- **\$1,100 – Fall Conference Sponsorship (\$2,775.00)**
- **\$6,435 – Fall Conference Exhibitors (\$11,470)**
- **\$3.77 – Interest Earned (\$28.54)**

**Total Income for Month = \$7,538.77**

**YTD Income = \$27,649.54**

**Expenses**

- **\$1,395.00 – Grant Award (\$1895)**
- **\$303.09 – Credit Card Charges (\$668.78)**
- **\$4.14 - Postage and Delivery (\$26.36)**
- **\$916.67 – Association Management (\$5,500.02)**
- **\$5.20 – Rent/Storage (\$31.20)**
- **\$155.14 – Telephone (\$771.28)**
- **\$14.35 – Office Supplies/Photocopies (\$109.89)**
- **\$92.17 – Insurance (\$1,004.27)**

**Total Expenses for Month = \$2,885.76**

**Total Expense YTD = \$20,627.00**

Respectfully submitted –

Timothy N. Loesch

July 13, 2018

To: Minnesota GIS/LIS Consortium Board

From: Mark Kotz, Chair, Lifetime Achievement Award and Polaris Leadership Award Committees

**Subject: Requesting Approval of Award Recommendations**

## Polaris Leadership Award

Three Polaris nominations were received this year. The Polaris Award Committee met on July 13 to discuss the nominations. By voice votes, all three nominations have been recommended for approval by the Board.

**Recommendation: That Jesse Adams, Chris Pouliot and Stacy Stark be honored with 2018 Polaris Leadership Awards.**

## Lifetime Achievement Award

No Lifetime nominations were received this year.



2018 MN GIS/LIS CONFERENCE COMMITTEE REPORT  
Thursday, July 19, 2018

1. Preliminary Program -
  - a. Under review
  - b. Anticipate final by July 24
  - c. Registration opener around July 25
  
2. NSGIC Collaboration – Jared Hovi
  - a. Confirmed - MOUs at bottom of report
    - i. Wednesday social at Great Lakes Aquarium
    - ii. Thursday morning - joint keynote session
    - iii. Thursday & Friday Sessions - members from both organizations will be welcomed to to participate.
    - iv. Exhibit hall - NSGIC welcomed to attend
    - v. Thursday evening social event at Grandma's Sports Garden
  
3. Subcommittee Reports
  - a. Keynote Speakers
    - i. Wednesday – Mathew Winbigler
    - ii. Thursday – Caroline Torkildson
    - iii. Friday – Sam Cook
  - b. Pre-Conference Workshops – Eric Kopras
    - i. 8 morning
    - ii. 9 afternoon
  - c. ESRI Hands on Learning Lab (HOLL) – Eric Kopras
    - i. HOLL approved by ESRI
    - ii. Lesson summaries received
  - d. Conference Sessions – Brandon Keinath
    - i. Over 90 presentations grouped into 40+ topics
  - e. K-12 Education – Scott Freburg
  - f. Facilities – Jared Hovi
    - i. Working on room assignments
  - g. Technology – Gerry Sjerven
  - h. Entertainment – Jared Hovi
    - i. Tuesday Evening - Hoops Brewing/Black Woods Catering
    - ii. Wednesday Evening - NSGIC social at Great Lakes Aquarium
    - iii. Thursday Evening - Grandma’s Sports Garden - NSGIC invited
    - iv. Discount Cards – Stephanie Boyum
      1. Followed up with businesses last week
      2. On track for 20-30 participants
  - i. Fun Run - Geoff Moss
    - i. Planning alternate route if Boardwalk is still under repairs in Oct
  - j. Social Media and Communication – Mike Dolbow
    - i. Pushing conference highlights out through FB and Twitter.

- k. Awards – Mark Kotz
  - i. 3 Polaris nominations
  - ii. No Lifetime or Higher Education
- l. User Groups – Darryl Holman
- m. Higher Education
  - i. Mentor Program/Poster Competition – Stacey Stark
    - 1. Poster abstract remains open
  - ii. Scholarship Program – Jason Menard
  - iii. Student Assistant – Kitty Hurley
    - 1. 2 applicants
      - a. Committee to review
- n. Geolounge – Jared Hovi
  - i. Working with Ez-Own Furniture
    - 1. Planning on-site visit to view options
    - 2. Ez-Own will match 2016 pricing
- o. Vendors – Jon Schwichtenberg
  - i. 18 booth registrations as of July 17
  - ii. Sponsorships:
    - 1. Refreshment Break Sponsor (2)
    - 2. Fun Run T-Shirt Sponsor(2)
    - 3. Full, Half, Quarter Page Ad
    - 4. Student Sponsorship (2)
- p. Door Prizes – Heidi Gaedy
- q. Conference Map - Kitty Hurley
  - i. Workshops added
  - ii. Social events updated

## 2. Important Dates

- Projected registration open date: July 25
- Exhibitor/Sponsor Early Registration Deadline: Aug 20 – Vendor Committee
- Content for onsite program due to Ewald: August 20
- Early bird registration deadline: September 7 (little less than one month prior to the conference)
- Proofing onsite program: September 10
- Brochure sent to printer: September 19
- Online registration closes: September 28

## 3. Meeting Schedule

- July 31st at 10:00am
- August 14th at 10:00am
- August 28th at 10:00am
- September 11th at 10:00am
- September 25th at 10:00am
- October 9th at 10:00am – Tentative Post Conference Meeting

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## Wednesday Night Social - October 3, 2018

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### Memorandum of Understanding

Between

NSGIC

And

MN GIS/LIS

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the National States Geographic Information Council (NSGIC) and the MN GIS/LIS Consortium for the Wednesday Night Social to be held on October 3, 2018 from 7-10p

#### Background

During the annual MN GIS/LIS conference, NSGIC hosts an offsite social event. This event will be held at the Great Lakes Aquarium from 7-10p. A cash bar will be available, with heavy hor devours.

#### Purpose and Scope

With both NSGIC and the MN GIS/LIS hosting their annual conference within the same city, it brings an opportunity for geospatial professionals to collaborate and network. This offsite event is and opportunity for both parties to mingle in a relaxed setting.

NSGIC responsibilities:

- Establish a facility to accommodate individuals from both organizations.
- Inform MN GIS/LIS of facility location and time.
- Coordinate logistics and payment to the venue.
- Coordinate with caterer to provide cost efficient hor devours
- Work with the facility to have local beverage options for purchase

MN GIS/LIS responsibilities:

- Inform MN GIS/LIS members of the location and time of the joint social event.
- Provide attendee estimates to NSGIC by August 10th

#### Timeline

NSGIC will have a facility and time established by July 9, 2018.

NSGIC will have catering menu and prices determined by Aug 17th, 2018

MN GIS/LIS attendee estimates to NSGIC by August 10, 2018.

**Funding**

- Based on estimated MN GIS/LIS attendance, MN GIS/LIS will cover the food costs of their attendees prior to the start of the event. This will be based on a per person price point.

**Duration**

This MOU is at-will and may be modified by mutual consent of officials from NSGIC and MN GIS/LIS. This MOU shall become effective upon signature by the officials from NSGIC and MN GIS/LIS and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by officials this MOU shall end on October 6<sup>th</sup>, 2018.

**Contact Information**

NSGIC  
 Bridget Nolan  
 Membership and Meetings Coordinator  
[bridget.nolan@nsgic.org](mailto:bridget.nolan@nsgic.org)  
 504-435-0173

MN GIS/LIS

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NSGIC

Date: \_\_\_\_\_

MN GIS/LIS

Date: \_\_\_\_\_



## Thursday Morning Speaker - October 4<sup>th</sup> 2018

### Memorandum of Understanding

Between

MN GIS/LIS

And

NSGIC

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the MN GIS/LIS Consortium and the National States Geographic Information Council (NSGIC) for the Thursday morning keynote on October 4, 2018.

#### Background

During the annual MN GIS/LIS conference, Thursday becomes the main kickoff to the event/conference sessions. Thursday morning typically includes light continental breakfast items and seated area for attendees to listen a welcome from the Conference Chair and enjoy a keynote speaker.

#### Purpose and Scope

With both MN GIS/LIS and NSGIC hosting their annual conference within the facility, it brings an opportunity for members to collaborate. MN GIS/LIS wishes to invite all NSGIC attendees to their conference welcome and keynote speaker.

MN GIS/LIS responsibilities:

- Establish a facility with seating to accommodate individuals from both organizations.
- Work with NSGIC representative in securing a keynote speaker.
- Complete all contractual items and payments with selected speaker.
- Inform NSGIC of facility location, time, and speaker.

NSGIC responsibilities:

- Inform NSGIC members of the location and time of event.
- Provide attendee estimates to MN GIS/LIS.

Both:

- A member from each organization will work together on a joint welcome speech, while providing background to the organization they represent.

#### Timeline

- MN GIS/LIS secure facility and keynote by June 8, 2018
- NSGIC will inform MN GIS/LIS if they wish for their attendees to partake in the continental breakfast by August 1, 2018.

- NSGIC attendee estimates to MN GIS/LIS by August 15, 2018.

**Funding**

MN GIS/LIS requests no funds for this event. If NSGIC wishes for their attendees to partake in the continental breakfast, funds may be requested with a revised MOU needed.

**Duration**

This MOU is at-will and may be modified by mutual consent of officials from MN GIS/LIS and NSGIC. This MOU shall become effective upon signature by the officials from MN GIS/LIS and NSGIC and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by officials this MOU shall end on October 6, 2018.

**Contact Information**

MN GIS/LIS  
Jared Hovi  
Conference Chair - 2018  
218-760-0751  
jared.hovi@co.carlton.mn.us

NSGIC

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_  
MN GIS/LIS

\_\_\_\_\_ Date: \_\_\_\_\_  
NSGIC

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## Open Sessions - October 2-5<sup>th</sup> 2018

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### Memorandum of Understanding

Between

NSGIC

And

MN GIS/LIS

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the National States Geographic Information Council (NSGIC) and the MN GIS/LIS Consortium for the Open Session Meetings during the NSGIC Annual Conference 2018.

#### Background

Open Sessions typically run Tuesday Oct 2nd-Friday Oct 5th, from 8:00a-9:00p with periodic breaks and a lunch.

#### Purpose and Scope

With both NSGIC and MN GIS/LIS hosting their annual conference within the Duluth Entertainment Convention Center, it brings an opportunity for both parties to collaborate within share common interest by learning and networking through each other's sessions.

NSGIC responsibilities:

- Open sessions to MN GIS/LIS members.
- Inform MN GIS/LIS of session schedule.
- Inform NSGIC members of MN GIS/LIS session schedule.

MN GIS/LIS responsibilities:

- Open sessions to NSGIC members.
- Inform NSGIC of session schedule.
- Inform MN GIS/LIS members of NSGIC session schedule.

Both:

- Inform their attendees that need to return to their designed areas for refreshment breaks and lunch.

#### Timeline

- Have session schedules in place by August 10, 2018
- Inform each other of estimated attendees by **September 17, 2018**

**Funding**

NSGIC requests no funds for this event in lieu of MN GIS/LIS providing an opportunity for NSGIC members to attend their sessions.

**Duration**

This MOU is at-will and may be modified by mutual consent of officials from NSGIC and MN GIS/LIS. This MOU shall become effective upon signature by the officials from NSGIC and MN GIS/LIS and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by officials this MOU shall end on October 6, 2018.

**Contact Information**

NSGIC  
Bridget Nolan  
Membership and Meetings Coordinator  
[bridget.nolan@nsgic.org](mailto:bridget.nolan@nsgic.org)  
504-435-0173

MN GIS/LIS

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\_\_\_\_\_  
\_\_\_\_\_

NSGIC

Date: \_\_\_\_\_

MN GIS/LIS

Date: \_\_\_\_\_

## Thursday Exhibit Hall - October 4<sup>th</sup> 2018

### Memorandum of Understanding

Between

MN GIS/LIS

And

NSGIC

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the MN GIS/LIS Consortium and the National States Geographic Information Council (NSGIC) for the Exhibit Hall on October 4, 2018.

#### **Background**

During the annual MN GIS/LIS conference, an exhibit hall with purchasable booth space is available to vendors. Vendors are welcomed to present over several days of the conference with Thursday highlighting their presence. Vendors are also given the opportunity to donate prizes to the Education Fund Raffle.

#### **Purpose and Scope**

With both MN GIS/LIS and NSGIC hosting their annual conference within the same city, it brings an opportunity for geospatial professions to collaborate. MN GIS/LIS wishes to open their Exhibit Hall to all NSGIC attendees from 10am to 4:00pm on Thursday October 4.

MN GIS/LIS responsibilities:

- Inform NSGIC of facility location.

NSGIC responsibilities:

- Inform NSGIC members that raffle/prize opportunities are for MN GIS/LIS attendees.

#### **Funding**

MN GIS/LIS requests no funding for this event.

#### **Duration**

This MOU is at-will and may be modified by mutual consent of officials from MN GIS/LIS and NSGIC. This MOU shall become effective upon signature by the officials from MN GIS/LIS and NSGIC and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by officials this MOU shall end on October 6, 2018.

**Contact Information**

MN GIS/LIS

Jared Hovi

Conference Chair - 2018

218-760-0751

jared.hovi@co.carlton.mn.us

NSGIC

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\_\_\_\_\_ Date: \_\_\_\_\_  
MN GIS/LIS

\_\_\_\_\_ Date: \_\_\_\_\_  
NSGIC

**From:** Bridget Nolan  
**To:** [Jared Hovi](#)  
**Cc:** [gsjerven@mnpower.com](mailto:gsjerven@mnpower.com); [sarahe@ewald.com](mailto:sarahe@ewald.com)  
**Subject:** Re: NSGIC & MN GIS/LIS  
**Date:** Wednesday, June 27, 2018 12:05:54 PM


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Good Morning Jared,

I have attached the MOUs below! I will note that our conference agenda has not been finalized yet, so we do not have a secure idea of which sessions will be open to all MN-GIS folks. I believe it will be all sessions except the obvious board meetings, committee events and sponsored networking sessions. Once we have the agenda 100% confirmed I will pass that info along.

With that being said, I have answered your questions below in red. Like I said, there might be some slight changes but we can agree that this is a very good idea of what to expect. As for the Tuesday night get together at Hoops, I have handed that over to the meeting committee for consideration and will let you know ASAP.

Let me know if I've missed anything!  
-Bridget

 [NSGIC- Wednesday Social MOU.DOC](#)

 [NSGIC- Open Session MOU.DOC](#)

**Bridget Nolan**, Membership and Meetings Coordinator  
National States Geographic Information Council



T: [504-435-0173](tel:504-435-0173)  
W: [www.nsgic.org](http://www.nsgic.org)



On Tue, Jun 26, 2018 at 1:15 PM Jared Hovi <[Jared.Hovi@co.carlton.mn.us](mailto:Jared.Hovi@co.carlton.mn.us)> wrote:

Hi Bridget,

I really appreciate NSGIC inviting MN GIS/LIS to the Great Lakes Aquarium Wednesday night, we're looking forward to it!

I was on the road last week and left you a voicemail, however I realized I had poor coverage and you may not have received it. To follow-up with that; I'm excited to see some items on the [NSGIC conference agenda](#), they lead me to believe we'll be combining on some events even though I haven't received an "official" notice.

Joint Session with MN noted for Thursday morning – I'm guessing it is safe to say that NSGIC will be sending their members over to the MN GIS/LIS side for the Thursday morning keynote. Are NSGIC members eating breakfast on their own or looking for light breakfast items at the event? **We are going to suggest that our members eat breakfast in their hotel before coming over.**

Minnesota Craft Beer Event noted for Thursday night – Can I get a confirmation that NSGIC is joining MN GIS/LIS at Grandma's Sports Garden. Soon I'll be meeting with their food and beverage manager to begin our planning. **Yes.**

Back to the Great Lakes Aquarium, I see on the [web](#) there's a snippet about the event and those attending the MN GIS/LIS event should contact their event organizer (me) for further details on attending. I'm more than happy to pass along those details, however I don't know what the details are. 😊 Can you pass along some more info so I can be prepared for when those questions start coming in. **I have completed the MOU and will send that over.**

Thank you!

Jared Hovi

[MN GIS/LIS Conference Chair-2018](#)

GIS Coordinator - Carlton County

1630 County Road 61

Carlton, MN 55718

Work: [218-384-9502](tel:218-384-9502)

Cell: [218-760-0751](tel:218-760-0751)



# Mn GIS/LIS Consortium Event Grant Form

The MN GIS/LIS Consortium can provide limited funding for printing and mailing costs, meeting room rental fees, food services, speaker fees and advertisements for GIS/LIS activities or events in Minnesota. Awards are typically less than \$1000 per request. Events must serve to meet the mission of Mn GIS/LIS: "To develop and support the GIS professional in Minnesota for the benefit of our state and its citizens"

Requirements of the grant application:

- The event must benefit GIS users in Minnesota, and meet the mission of the Mn GIS/LIS Consortium.
- Requests must be made at least one month prior to the event itself to allow time for Board review and approval.
- A generalized budget statement for the event should be submitted with the application, showing anticipated total costs and the planned use of Consortium funds and any other sponsorships or contributing funds.

Upon approval of event grant funding, the following conditions apply:

- The event must be open to the GIS/LIS community in Minnesota.
- Organizers should use every reasonable attempt to use the Mn GIS/LIS logo and name in event promotion.
- When the event is completed, organizers will provide a summary of the event suitable for the Consortium's website.
- Organizers must submit a budget summary document to the Consortium detailing the actual use of the Consortium's awarded funds.
- The event must be promoted using Mn GIS/LIS social media, at a minimum in an e-announcement and on the Community News Blog prior to the event.

## Today's Date

MM DD YYYY

06 / 26 / 2018

## Contact Information

Please specify in your title your relationship to the Minnesota GIS community for this grant (e.g. member Mn GIS/LIS, Chair of Mn GIS/LIS networking committee, member of NMNGIS user group etc)

### Name and Title of Contact Person \*

Jane Mueller, member of MN GIS/LIS, member of NW/NC GIS User Group

**Address \***

701 Minnesota Ave NW, Suite 219, Bemidji, MN 56601

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**Phone \***

218-333-8457

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**Email \***

jane.mueller@co.beltrami.mn.us

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**Event Description****Name of Event \***

NW/NC GIS User Group Meeting

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**Purpose of Event \***

To provide users a networking opportunity, research information and view applications related to the use of Avenza, Survey123, ArcGIS Online, and Collector software.

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## Target Audience of Event and Location of Event \*

Please specify if this event open to Mn GIS/LIS members only or the general public.

This event is open to all GIS users regardless of their expertise, geographic location, and employment.

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## Please describe how this event will benefit the Minnesota geospatial community as a whole \*

The Mn GIS/LIS Mission is to "develop and support the GIS professional in Minnesota for the benefit of our state and its citizens"

This user group meeting will benefit all who attend by offering them an opportunity to network with other users and develop peer relationships, discuss the use of various field applications as we move towards data collection on mobile devices, and learn valuable time saving tips and tricks in the use of the various software applications.

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## Date of event

MM DD YYYY

08 / 14 / 2018

## Where will the event be held? \*

Beltrami County Board Room, 701 Minnesota Ave NW, Bemidji, MN 56601

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## Requested amount \*

\$325.00

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## Budget \*

The Minnesota GIS/LIS Consortium's policy is to provide the event grant money only after the event has been held and after the proper event budget summary information has been provided to the Board of Directors for their review. In rare cases, the Consortium Board of Directors may approve distribution of the funds before the event is held. Please include any sponsorships, other funds or in-kind donations related to this event.

In-Kind Donation = \$105.00

Private Donations = \$75.00

Proposed Event Grant Request = \$325.00

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## Consortium Promotion Activities

Briefly describe how you plan to acknowledge the Consortium at your sponsored event \*

Consortium's logo will be displayed on all promotional information and documentation; promotion of the upcoming 2018 Fall Workshops and Conference in Duluth along with a link to the Consortium's website; and acknowledgement of the grant to assist us in providing lunch for attendees.

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Please check all other promotion activities that are applicable to your event  
(all that are possible are required) \*

The event must be promoted at a minimum in an e-announcement and on the Community News Blog prior to the event.

- Mn GIS/LIS logo on hand-outs
- Contribute to Mn GIS/LIS Blog about the event
- Promotion on Mn GIS/LIS social media (facebook, twitter, and LinkedIn)
- Mn GIS/LIS e-announcement to full membership
- Link to Mn GIS/LIS on event website
- Other: Annoucement sent to all members of the NW/NC GIS User Group

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