

MN GIS/LIS Consortium

Meeting Agenda

September 20, 2018

10:00 – 12:30 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#

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/409112128>

Or iPhone one-tap : US: +16465588656,,409112128# or +16699006833,,409112128#

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: 409 112 128 International numbers available: <https://zoom.us/u/cGlcVBr0>

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 August Treasurer's report Loesch
- VI. Open Issues/New business
 - a) Conference Committee Update Hovi
 - b) Policy Manual Changes Freburg
 - c) Review Special Rate Requests Sjerven
 - d) Banners for Conference Sjerven
 - e) Education Committee Update Menard
 - f) Workshop Cloud Hosting Services Menard
 - g) Future of the Student Assistants Program – Education Committee? Sjerven

- h) Higher Education Activity Grant – GIS Fest at UMD Sjerven
- i) Board Member Expansion – Surveyors Stovern/Sjerven
- j) Consortium Logo Shirts – Price Discussion Sjerven
- k) Esri License Bill Sjerven/Smith
- l) Next Meeting – Business Meeting at Conference 1:30PM Oct. 5 Sjerven
- m) Future Meetings – Will adjust meetings to maximize attendance and avoid Holidays 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 September Meeting, 2018

Date of Report: 10/05/2018

Prepared by: Timothy N. Loesch

Account Status as of August 31st, 2018

Account	Balance	Previous	Description
General Fund	\$110,657.94	\$71,359.47	Affinity Checking Account
Reserve Fund	\$45,295.20	\$45,291.35	Affinity Savings Account
Other Assets	\$17,005.00	\$4,500.00	Prepaid expenses, Inventory, undeposited funds
Accounts Receivable	\$27,881.00	\$5,686.55	Unpaid invoices owed to GIS/LIS
Accounts Payable	(\$158.94)	(\$6,903.56)	Unpaid bills (Conference commission to Ewald included)
Balance	\$200,680.19	\$119,933.81	

Scholarship Fund	\$3,303.12	\$3,302.84	Affinity savings account
Investment Account *	\$78,229.78	\$77,465.23	Schwab Managed Portfolio
	\$81,532.90	\$80,488.07	
Total Assets	\$282,213.09	\$200,421.88	Total Assets

Income

- \$250.00 – Fall Conference Sponsorship (\$3,350.00)
- \$3,835.00 – Fall Conference Exhibitors (\$17,780.00)
- \$63,145.00 – Fall conference registrations (\$65,160.00)
- \$24,030.00 – Workshop Registrations (\$25,110.00)
- \$4.13 – Interest Earned (\$36.80)
- \$324.00 – Product Revenue (\$324.00)

Total Income for Month = \$91,588.13

YTD Income = \$125,136.80

Expenses

- \$296.00 – Grant Award (\$2,156.40)
- \$2,250 – Food Service (\$2,250)
- \$202.72 – Credit Card Charges (\$1,058.50)
- \$2.95 - Postage and Delivery (\$36.19)
- \$6,700 – Conference Administration Fees (\$13,400)
- \$916.67 – Association Management (\$7,333.36)
- \$5.56 – Rent/Storage (\$42.32)
- \$50.22 – Telephone (\$941.77)
- \$27.20 – Office Supplies/Photocopies (\$184.59)
- \$92.17 – Insurance (\$1,188.61)

Total Expenses for Month = \$10,543.53

Total Expense YTD = \$39,653.70

Respectfully submitted – Timothy N. Loesch



380 New York Street
 Redlands, CA-92373
 Phone: (909)793-2853

Invoice : 93522664
 Order : 3437843
 Customer : 516310
 Customer PO : EMAIL SJERVEN
 P.O. Date : 09/19/2018
 End User : 516310
 Project :

Document date : 09/19/2018
 Delivery :

Minnesota GIS/LIS Consortium

Bill to:
 Gerry Sjerven
 Minnesota GIS/LIS Consortium
 1000 Westgate Dr Ste 252
 Saint Paul MN 55114-8679

Invoice

Page : 1
 Ship to:
 Gerry Sjerven
 Minnesota GIS/LIS Consortium
 1000 Westgate Dr Ste 252
 Saint Paul MN 55114-8679

For questions regarding this document, please contact Customer Service at 888-377-4575.

Terms of payment: Net Due 30 days, no discount

The line items included in this transaction are governed exclusively by the terms of the above-referenced contract, if any, or, where applicable, Esri's standard terms and conditions at www.esri.com/legal/software-license.

Item	Qty	Material Number	Price
10	1	157053 ArcGIS Desktop Advanced with Extensions Single Use Nonprofit Organization Program Fee and Term License. Nonprofit Program Licenses are not intended for commercial use.	100.00
		Start Date: 09/19/2018 End Date: 09/18/2019	
		Item Subtotal	100.00
		Sales Tax	7.88
		Total:	USD 107.88

FEIN: 95-2775732
 DUNS/CEC: 06-313-4175 CAGE: OAMS3
 Please detach lower portion and return with remittance



Gerry Sjerven
 Minnesota GIS/LIS Consortium
 1000 Westgate Dr Ste 252
 Saint Paul MN 55114-8679

Remit Payment to:
 Environmental Systems Research Institute, Inc.
By Check: P.O. Box 741076
 Los Angeles CA 90074-1076
Electronic Instructions:
Bank: Bank of America
Wire ABA: 026009593
ACH ABA: 121000358

Acct#: 1496150335

Invoice: 93522664 **Document Date: 09/19/2018**
 Order: 3437843
 Payer: 516310 **Total: USD 107.88**

Applicant Name and Organization : Ryan Bergstrom - University of Minnesota Duluth

2187266620, rbergstr@d.umn.edu

Name of Activity: GIS Fest

Start Date of Activity: November 15, 2018

Location of Activity: Duluth, MN

Anticipated Attendance: 75

Purpose of the Event: Expose students, faculty, staff, and the larger public to geospatial sciences through lectures, demonstrations, and a industry expo.

Requested Amount: \$500.00

Proposed Budget:

Parking passes for guests \$50.00

Poster and Mailings \$150.00

Networking event appetizers/cash bar \$600.00

Name Tags \$15.00

Facility Rental \$300.00

How will this activity benefit GIS education at your institution or throughout Minnesota?

This event will focus specifically on how GIS is being used by faculty and researchers across the University of Minnesota Duluth campus, and how this research is being used to solve real-world challenges in northern Minnesota and beyond. It is hoped that this event will attract students and faculty from disparate fields and as a result facilitate a larger buy-in from the larger academic community in the geo-sciences curriculum on campus. Because the UMD GIS degree is shifting from a B.A. to a B.S. this fall, it is believed this is an ideal time to highlight the power of GIS and its multi-faceted uses.

Supporting Funds Available

UMD Geospatial Analysis Center (\$200.00), UMD Program in Geography (\$200.00), UMD College of Liberal Arts (\$200.00), UMD Swenson College of Science (\$200.00)

Briefly describe how you plan to acknowledge the Consortium and the Education Committee at your sponsored event.

Consortium and Education Committee will be included in all printed and on-line materials as the primary financial partners.

2018 MN GIS/LIS CONFERENCE COMMITTEE REPORT

Thursday, September 20, 2018



1. Registration - as of Sept 19 (2 weeks out)
 - a. 479 conference attendees
 - b. 512 total including exhibitors & sponsors

2. Program
 - a. Final content needs have been completed
 - b. Mobile app to be release with highlighted soon

3. NSGIC Collaboration – Jared Hovi
 - a. Session sharing, socials, exhibit hall are in place
 - b. Available sessions with NSGIC published in e-announcements

4. Meet Me at the Corner – Ryan Stovern
 - a. 42 registered
 - b. Meet up on Wednesday @ 1:30

5. Conference themed shirts – Jared Hovi
 - a. 58 shirts sold - \$696 to the Education Fund

6. Subcommittee Reports
 - a. Keynote Speakers
 - i. Wednesday – Mathew Winbigler
 - ii. Thursday – Caroline Torkildson
 - iii. Friday – Sam Cook

 - b. Pre-Conference Workshops – Eric Kopras
 - i. 285 registered for half day sessions

 - c. ESRI Hands on Learning Lab (HOLL) – Eric Kopras
 - i. 24 lessons available to attendees
 - ii. ESRI will be donating nametag lanyards

 - d. Conference Sessions – Brandon Keinath
 - i. Over 90 presentations grouped into 40+ topics

 - e. K-12 Education – Scott Freburg
 - i. Rooms established at the DECC
 - ii. 50 educators registered to date
 1. 100 expected
 - iii. Students helpers will be present – Education Budget to cover expenses

- f. Facilities – Jared Hovi
 - i. DECC menu completed
 - ii. Room and technology needs nearing completion

- g. Technology – Gerry Sjerven
 - i. Touch Screen monitors in place
 - ii. Providing assistance to several sectors

- h. Entertainment – Jared Hovi
 - i. Tuesday Evening - Hoops Brewing
 - 1. Brewery tours will be available
 - 2. Black Woods Catering menu finalized
 - ii. Wednesday Evening - NSGIC social at Great Lakes Aquarium
 - 1. Funds sent to NSGIC to mitigate expenses
 - iii. Thursday Evening - Grandma's Sports Garden
 - 1. NSGIC invited
 - 2. Beverage selection near completion
 - 3. Menu items and facility finalized
 - 4. Raffle prizes for all attendees
 - 5. Split the pot – benefits to Education Fund
 - 6. Interactive games – Minute to Win It
 - 7. On site games (darts, foosball, etc) open play
 - iv. Discount Cards – Stephanie Boyum
 - 1. 10 participants
 - 2. Card layout sent to printer

- i. Fun Run - Geoff Moss
 - i. 58 registered
 - ii. Shower arrangements at YMCA completed

- j. Social Media and Communication – Mike Dolbow
 - i. Pushing conference highlights out through FB and Twitter.

- k. Awards – Mark Kotz
 - i. 3 Polaris nominations
 - 1. Jesse Adams
 - 2. Chris Pouliot
 - 3. Stacey Stark
 - ii. Distinguished Educator Awards
 - 1. Dr. Benjamin Richardson III
 - 2. David Casey
 - 3. Dr. David Kelley
 - iii. Governor Award
 - 1. TBD

- l. User Groups – Darryl Holman
 - i. Booth in exhibitor hall
 - 1. Interactive map for member signup
 - 2. Sign up to meet in the St. Louis River Room throughout the conference
 - 3. Gathering pamphlets on user groups across the state

- m. Higher Education
 - i. Mentor Program/Poster Competition – Stacey Stark
 - 1. Final review underway for program
 - ii. Scholarship Program – Jason Menard
 - 1. Bios and abstracts obtained
 - iii. Student Assistant – Kitty Hurley
 - 1. Committee has review and approved two applicants
 - a. Brynn Johnson
 - b. Lauren Strug
 - 2. Hotel accommodations confirmed
 - n. Geolounge – Jared Hovi
 - i. Ez-Own Furniture contract is finalized
 - o. Vendors – Jon Schwichtenberg
 - i. 33 booths
 - ii. Sponsorships:
 - 1. Refreshment Break Sponsor (2)
 - 2. Fun Run T-Shirt Sponsor(5)
 - 3. Ad spaces (7)
 - 4. Student Sponsorship (5)
 - p. Door Prizes – Heidi Gaedy
 - i. Approx. 45 prizes this year!
 - q. Conference Map - Kitty Hurley
 - i. Workshops/K-12 events added
 - ii. Social events updated
7. Important Dates
- a. Brochure sent to printer: September 19
 - b. Online registration closes: September 28
8. Meeting Schedule
- a. September 25th at 10:00am
 - b. Post Conference Meeting Oct 10th at 10:00am