

# MN GIS/LIS Consortium

## Meeting Agenda

November 7, 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/951946449>

Or iPhone one-tap : US: +16699006833,,951946449# or +16465588656,,951946449#

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

US: +1 669 900 6833 or +1 646 558 8656 Meeting ID: 951 946 449

International numbers available: <https://zoom.us/j/951946449>

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, September, & October Treasurer's report Loesch
- VI. Open Issues/New business
  - a) Conference Committee Update Hovi
  - b) 2019 Conference Logistics Meeting – December Sjerven
  - c) Policy Manual Finalized Freburg
  - d) Education Committee Update Menard
  - e) Workshop Cloud Hosting Services Menard
  - f) Committees for 2019 – Future of: Sjerven
    - g) Spring Workshops

- h) Educators Day
- i) Student Assistants Program
- j) 2019 Board Nominations Nerge/Sjerven
- k) Fall Northeast MN GIS User Group Meeting Event Grant Sjerven
- l) GISSO GIS Career & Networking Fair Event Grant Sjerven
- m) Board Member Expansion – Surveyors Stovern/Sjerven
- n) 2020 Conference location – Bemidji Sjerven
- o) Review Retreat Goals Sjerven
- p) Next Meeting – December 2018, not sure exact date Sjerven
- q) January Board Meeting – Usually Third Thursday Sjerven
- r) Future Meetings – Will adjust meetings to maximize attendance and avoid Holidays Sjerven
- s) 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  
 2019 – St. Cloud, 2020 – Bemidji? 2021 – Rochester? 2022 – Rochester?  
 2023 – Duluth, 2024 – Duluth
- i) Networking Zeb Thomas
- j) Spring Workshops Len Kne
- k) Workshop Cloud Hosting Services Tami Maddio
- l) ArcGIS On-Line Account Smith/Sjerven

# 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 requests up to \$1000 will be considered. 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:

- 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, the planned use of Consortium funds and any other sponsorships or contributing funds.
- A clear description of how the activity will benefit the Minnesota GIS Community and/or meet the MN GIS/LIS Consortium mission must be provided.
- Only one grant request per an event is allowed.

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

- The event must be open to the GIS/LIS community in Minnesota.
- The event must be promoted at a minimum in an e-announcement and on the Community News Blog prior to the event.
- Organizers should use every reasonable attempt to use the Mn GIS/LIS logo and name in event promotion.
- Within 30 days of the event completion, organizers must provide a summary of the event suitable for the Consortium's website.
- Within 30 days of the event completion, organizers must submit a budget summary document to the Consortium detailing the actual use of the Consortium's awarded funds.

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 and budget summaries have 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.

## Today's Date

MM DD YYYY

10 / 12 / 2018

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## 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 \***

Stephanie Boyum, GIS User Group Chair of NE MN GIS User Group

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**Address \***

4787 Midway Rd. Duluth, MN 55811

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**Phone \***

2186253874, 2182064078

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**Email \***

northeastmngis@gmail.com

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

Fall Northeast MN GIS User Group Meeting

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## Purpose of Event \*

Quarterly meeting for the Northeast MN GIS User Group to meet and give presentations based on current work or GIS technology. Also for networking and meeting fellow GIS users.

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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.

The anticipated target audience are NE MN GIS User Group members and NC/NW GIS User Group members, along with any other GIS users who are interested in joining. This will be open to the general public, but it will be targeted towards the user group members. The event will be located at Itasca Community College in Grand Rapids, MN and will go from 9:00 AM to 3:30 PM.

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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 event will benefit the GIS community as a whole in that it will provide GIS users with the opportunity to teach and learn from fellow GIS colleagues in a smaller, more intimate environment than say a conference. It will also provide networking opportunities for our members and allow them to share ideas.

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## Date of event

MM DD YYYY

11 / 27 / 2018

## Where will the event be held? \*

Itasca Community College, Grand Rapids, MN

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## Requested amount \*

\$650

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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.

The money from this grant will go towards a light breakfast and a catered lunch for our attendees. \$550 is needed for a catered lunch (which will be sandwich boxes provided by either Bixby's Cafe in Grand Rapids or Pizza Works in Grand Rapids - still waiting for final estimates from each - and beverages from Super One) and \$100 is needed for a light breakfast (which will be baked goods/juice from Super One Bakery and coffee from Caribou Coffee). The total amount of attendees is still uncertain so the estimate for lunch may be much higher than what is actually needed (estimate is based on 50 people attending).

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## Consortium Promotion Activities

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

I plan to acknowledge the Consortium at the event by stating multiple times that the food/beverages are being provided by the Consortium. I also plan to include a blurb about it with the Consortium's logo in my intro Story Map, along with having a sign by the food with the Consortium's logo.

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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: .....

This content is neither created nor endorsed by Google.

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- A clear description of how the activity will benefit the Minnesota GIS Community and/or meet the MN GIS/LIS Consortium mission must be provided.
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- Within 30 days of the event completion, organizers must provide a summary of the event suitable for the Consortium's website.
- Within 30 days of the event completion, organizers must submit a budget summary document to the Consortium detailing the actual use of the Consortium's awarded funds.

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 and budget summaries have 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.

## Today's Date

MM DD YYYY

10 / 28 / 2018

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## 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 \*

Lauren Strug, member Mn GIS/LIS

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Address \*

1022 E 36th St

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Phone \*

3193336016

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Email \*

strug005@umn.edu

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Event Description

Name of Event \*

GIS Career & Networking Fair

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## Purpose of Event \*

The GIS Networking and Career Fair is an event put on by the GIS Student Organization at the University of Minnesota. It is free to attend and open to anyone interested in pursuing a career in GIS. The purpose of this event is to foster connections between the Minnesota GIS Community and student and community members looking for professional opportunities in GIS. The GIS Networking and Career Fair offers a Vendors Hall, Professional GIS Speakers, a Resume Review with GIS Professionals, Professional Headshot Photos, and opportunities to network.

This year the GIS Student Organization (GISSO) will host the 18th annual GIS Networking and Career Fair at Coffman Memorial Union on Tuesday, February 12th, 2019. Last year's fair brought over 150 attendees representing 18 departments , 9 different academic institutions, 29 vendor booths, and three great speakers – and we expect this year's fair to be an even bigger success. Information about our club and the Career Fair can be found on our website (<https://sites.google.com/a/umn.edu/gisso/fair>)

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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 free and open to the public and will be located in the Mississippi Room of the Coffman Memorial Union on the University of Minnesota Campus from 10 am to 4 pm on February 12, 2019.

We plan to advertise the event in several different ways. For vendors, we have sent out a save the date and will send a registration form at the end of November 2018 to our contacts. Over the years, we have put together a list of over 200 individuals from area companies and organizations that we contact about the Networking and Career Fair. We send intermittent emails to vendors up until the event encouraging them to register and reminding those that already have. Each year, we also have a student committee who seeks out new potential vendors and employers.

For participants, our primary form of publicity will be through email. Beyond our organization's membership listserv, we also maintain a contact list of related departments and academic centers on campus. We will send notification about the event in January and encourage them to spread the word to their students. We also have around 25 contacts at other colleges in Minnesota and surrounding states who we inform about the event. Besides email, we also put up posters around campus and make them available for professors who teach about spatial topics to distribute in class. We advertise our event on our website and Facebook page as well as through U-Spatial and the MGIS program. Lastly, our members are part of many other groups and entities on campus, so word of mouth is our final form of publicity. Last year, we had participants representing 18 U of M departments and 9 other academic institutions.

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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 event is very much in line with the mission to develop and support GIS professionals in Minnesota. The goal of the GIS Networking and Career Fair is to build a bridge between GIS students and GIS employers around the region. Specifically, we want to provide an environment in which students can engage in meaningful professional development that leads to future collaboration or employment. As a long standing event we have seen a steady increase in the number of students and community members across different academic institutions that participate in the event looking for networking opportunities and professional development. We have a network of academic, state, federal, and private vendors who attend the event and have found employees and interns through the GIS Career and Networking Fair. We are always striving to make connections with vendors who have never attended the fair and new participants.

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## Date of event

MM DD YYYY

02 / 12 / 2019

## Where will the event be held? \*

Mississippi Room, Coffman Memorial Union, Univeristy of Minnesota Campus

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## Requested amount \*

\$250

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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.

Grants and contributions income:

- 1) UMN Council of Graduate Students Event Grant, requesting \$400, in progress
- 2) UMN Professional Students Grant, requesting \$400, requested/in progress
- 3) UMN Student Union and Activities Grant, requesting \$645, requested/in progress
- 4) Borchert Map Library contribution, \$110

Please let me know if you need anymore information, I would be happy to provide you with a full budget for the event. Our biggest expenses for this event come from food for vendors and volunteers, room reservations, and vendor travel expenses.

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## Consortium Promotion Activities

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

The Mn GIS/LIS Consortium name and logo will be promoted on our posters flyers, and all promotional and information materials related to the GIS Career and Networking Fair. We will also be thanking our sponsors at our GIS Speakers event during the fair and sponsors will be displayed on our schedule posters.

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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: .....
- 

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## MN GIS/LIS Board Goals – 2018

### Board Goals:

- Conduct an audit of the boards processes, finances, Policy Manual, etc.
- Use AWS to support workshops
- Increase Membership
- Increase participation (board members, committee members, board election etc)
- Develop new board leaders
- Explore the potential of funding an internship or fellowship
- Surveying the membership – A Membership Satisfaction Survey – how are we doing and how could we improve what we do for the members
- Fully implement the google suite and get the Board, Spring Workshop, Fall Conference and Education budgets integrated into a single workbook
- Board member polos

### Awards

**Chair:** Mark Kotz

**Board Members:** Gerry Sjerven

**Goals:**

- Promote awards via e-announcements

### Communication

**Chair:** Mike Dolbow

**Board Members:** Leah Sperduto, John Nerge, Gerry Sjerven

**Goals:**

- Coordinate posts with e-announcements
- Board member to contribute to the blog
- Advertise and promote the blog

### Conference

**Chair:** Jared Hovi

**Board Members:** Gerry Sjerven, Tim Loesch, Ryan Stovern, Zeb Thomas, Tanya Mayer, Aaron Menza

**Goals:**

- Continue to enhance K-12 Opportunities
- Keep attendance growing
- Spice up opportunities for vendors and vendor hall
- Increase development opportunities
- Logo competition – conference t-shirts
- NSGIC Integration

### Website

**Chair:** Gerry Sjerven

**Board Members:** Scott Freburg, Zeb Thomas, John Nerge, Jason Menard

**Members:** Tami Maddio, Heather Albrect, Stacey Stark

**Goals:**

- Keep website updated

- Clean up unused pages
- Launch new website in April!

### **Education**

**Chair:** Jason Menard & Scott Freburg

Board Members: Ryan Stovern, Dan Ross

Members: Stacey Stark, Len Kne, et. al.

Goals:

- Ways to incorporate K-12 Education
- Develop Mentor Program policy
- Update webpage
- Mentor page on the website
- Lead discussion on the roles of the following committees: Education, Scholarship and K-12

### **Executive**

**Chair:** Gerry Sjerven

Members: Leah Sperduto, Tim Loesch, Jared Hovi, Scott Freburg, John Nerge, Aaron Menza

Goals:

- Ewald Contract renewal
- Renew insurance
- Update Policy document including Ewald commitments
- Board Audit

### **Finance**

**Chair:** Tim Loesch

Board Members: Jason Menard, Jared Hovi, Len Kne, Scott Freburg, Zeb Thomas, Tanya Mayer

Goals:

- Continue to develop finance policies

### **Future Conference**

**Chair:** Gerry Sjerven

Board Members: Ryan Stovern, Dan Ross

Goals:

- Explore other conference venues as opportunities arise
- **Determine size requirements for a venue to be able to hold a conference-Ryan 2/26**

### **Networking**

**Chair:** Zeb Thomas

Board Members: Peter Smith, Tim Loesch

Goals:

- Develop a charter
- Solicit Sponsorship
- Events after the non-metro spring workshops in those locations
- More events – after USpatial, etc.
- Events in non-metro locations
- A better way to define sponsorships and track donations at events



### **Nominating**

Chair: Board Chair Elect (reach out to collect bios etc)

Board Members: All Members

- Encourage nominees and voters
- Have nominations ready by September well in front of the Conference

### **Spring Workshops**

Chair: Len Kne

Board Members: Jared Hovi, Gerry Sjerven

Goals:

- Expand Reach
- Coordinate with Networking Committee
- Keep topics fresh

### **Workshop Cloud Hosting Services**

Chair: Tami Maddio

Board Members: Jason Menard, Leah Spurduto

Members: Erik Kopras, Kim Sundeen

Goals:

- Support five hands-on workshops through virtual machines through a cloud service

### **ArcGIS On-Line Account**

Chair: Gerry Sjerven, Peter Smith

Board Members: John Nerge, Jason Menard

Goals:

- Develop a set of Procedure documents
- Recruit members to help drive the site

### Chair

Rebecca Foster  
City of Edina  
7450 Metro Blvd  
Edina, MN 55439  
[rfoster@edinamn.gov](mailto:rfoster@edinamn.gov)  
952-826-0447

### Conference Chair

Katherine Rossman  
DNR NW Region MN.IT Services Office  
2115 Birchmont Beach Road NE  
Bemidji, MN 56601-8599  
[Katherine.rossman@state.mn.us](mailto:Katherine.rossman@state.mn.us)  
218-308-2283

### State Representative

Sally Wakefield  
MN Revenue  
600 N Robert St.  
St. Paul, MN 55146  
[sally.wakefield@state.mn.us](mailto:sally.wakefield@state.mn.us)  
651-296-3781

Jessica Schuler  
Minnesota IT Services @ Dept of Natural Resources  
500 Lafayette Rd  
Saint Paul, MN 55155  
[jessica.schuler@state.mn.us](mailto:jessica.schuler@state.mn.us)  
952-378-7693

### Treasurer

Alison Slaats  
658 Cedar Street  
Saint Paul, MN 55155  
[alison.slaats@state.mn.us](mailto:alison.slaats@state.mn.us)  
651-201-3194

## Private Sector

Tom Walker  
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3701 40th Avenue Northwest, Suite 100  
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Tim Tabor  
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West St. Paul, MN 55118  
[ttabor16@gmail.com](mailto:ttabor16@gmail.com)  
651-247-3274

# Minnesota GIS/LIS Consortium

## Treasurers Report for November Meeting, 2018

Date of Report: 11/05/2018

Prepared by: Timothy N. Loesch

Account Status as of October 31<sup>st</sup>, 2018

Account	Balance	Previous	Description
General Fund	\$125,072.82	\$189,957.86	Affinity Checking Account
Reserve Fund	\$45,302.77	\$45,298.92	Affinity Savings Account
Other Assets	\$3,500	\$4,855.00	Prepaid expenses, Inventory, undeposited funds
Accounts Receivable	\$11,480.00	\$34,106.00	Unpaid invoices owed to GIS/LIS
Accounts Payable	\$1,563.95	\$9,248.05	Unpaid bills (Conference commission to Ewald included)
<b>Balance</b>	<b>\$183,791.64</b>	<b>\$264,969.73</b>	

Scholarship Fund	\$3,303.67	\$3,303.39	Affinity savings account
Investment Account *	\$74,383.87	\$77,922.40	Schwab Managed Portfolio
	<b>\$77,687.54</b>	<b>\$81,225.79</b>	
<b>Total Assets</b>	<b>\$261,479.18</b>	<b>\$346,195.52</b>	<b>Total Assets</b>

### Income

- \$5,870.77 Income from Fundraising Events (\$5,870.77)
- \$406.00 – Fall conference registrations (\$122,476.00)
- \$1,930.00 – Workshop Registrations (\$46,165.00)
- \$230.00 – Fall Conference Exhibitors (\$19,500.00)
- \$12.71 – Interest Earned (\$53.50)

Total Income for Month = \$8,449.48

YTD Income = \$213,320.98

- \$12,651.85 - Supplies and Equipment (\$14,703.51)
- \$9,311.56 - Facility Rental (\$9,311.56)
- \$47,429.49 - Food Service (\$49,679.49)
- \$1,500.00 - Honorariums (\$3,200.00)
- \$242.84 - Special Event (\$242.84)
- \$420.30 - Entertainment (\$3,783.41)
- \$981.12 - Awards/Gift Items (\$1,523.26)
- \$1,275.40 - Travel & Lodging (\$1,275.40)
- \$5,500 - Student Competition Awards (\$5,500.00)
- \$2,475.33 - Credit Card Charges (\$5,689.33)
- \$14.43 - Postage and Delivery (\$53.72)
- \$916.67 - Association Management (\$9,166.70)
- \$55.34 - 8178 · Telephone (\$1,213.43)
- \$279.65 - 8212 · Office Supplies/Photocopies (\$497.44)

- **\$92.17 - 8230 · Insurance (\$1,372.95)**

**Total Expenses for Month = \$89,010.78**

**Total Expense YTD = \$144,725.89**

**Workshop Honorariums Donated = \$3,300**

**Square recorded sales of merchandise etc = \$4,723.37**

**Other income (cash, checks) \$1,147.40**

**Total to be added to the Education Fund - \$9,170.77**

**Most bills from the conference should be taken care of.**

**Respectfully submitted – Timothy N. Loesch**

## Policy Manual Updates

Updated 11/6/2018

All Complete

1. Page 7, Sec 1.4  
Add language and description about insurance (*Scott, Gerry*)  
– one additional sentence
2. Page 11-13, Sec 1.1 Event Grants  
Event Grant – How best to handle requests and follow through? (*Scott, Tanya*) event grant letter, wording where best suited
  - When request comes in who processes and who is notified? *Chair-Elect*
  - Go to Board, timeline, google drive

*I modified the PDF letter and section 1.11 to be a like. This needs to be double checked for wording;*
3. Page 21, Sec 2.1.1 Lifetime Achievement  
Additional bullet point under “The Award” concerning bringing a guest to award luncheon.
4. Page 22-23, Sec 2.1.2 Polaris Award
  - Added bullet point for designated guest under “The Award.”
  - Added wording to next bullet point concerning bringing a guest to award luncheon.
  - Added a last bullet point regarding designated guest.
5. Page 24, Sec 2.1.3 Distinguished Educator Award
  - Added a last bullet point regarding designated guest to luncheon (same as Polaris).
6. Page 25, Sec 2.3
  - 2021 and 2022 ??
7. Pages 26-27 Complimentary registrations
  - Added bullet for DE award inductees
  - Is Lifetime and Polaris up-to-date??
8. Pages 28-29, New Sec 2,3,2,1
  - Wording on Fresh Start and Retired
  - Also Page 9-10 rates added to registration table
9. Pages 28-29 Sec 2.4 Education Committee
  - A couple wording changes

- Added bullet point for Education Committee paying for food and bldg. costs outside conference location.

- Added "treasurer" as part of Education Committee in managing Investment Account.

9. Pages 31 Sec 2.4.1.3 Competition Requirements (needs review)

10. Pages 37 Sec 2.8

Outreach checklist? (*Peter, Zeb*)

- Deleted 2.8, third bullet point **Requirement that all Consortium sponsored events are approved through the events grants process. (With the exception of the Conference and Workshops)**

11. Page 38-39 Sec III Chair-Elect duties

- added 6 & 7 to duties

12. Page 40 Sec III Past Conference-Chair duties

- added 4-9 additional duties

13. Page 41, Sec III, GAC appointee – Added wording for GAC appointment, as well as information on the position.

14. Page 10 – Question: What is Academia/Government/Non-Profit rate of \$605

**Other Areas of language that need to be checked:**

1. (2.4) Entire Education Section (2.4, P27) (*Scott, Jason, Stacey*)

2. (2.4.1, P28) Scholarship (*Scott, Jason, Stacey*)

3. Each Committee look at their descriptions (*all*)

4. Board Duties and Descriptions (*all*)

**Tabled until 2019**

1. Mission statement

2. G-Suite/Google Drive (1.21).