

MN GIS/LIS Consortium

Meeting Agenda

January 16, 2020

10:00 am – 12:00 pm Board Meeting

Type of Meeting: 2020 Board of Directors

Meeting Location: Ewald Conference Center 1st Floor, Conference Room A
Ewald, 1000 Westgate Drive, St. Paul, MN 55114

<https://zoom.us/j/237439203> Meeting ID: 237 439 203 Dial: 1 929 205 6099 US (New York)

Meeting Facilitator: Rebecca Foster, Board Chair

Invitees:	Attend	Call	Out		Attend	Call	Out
Past-Chair: John Nerge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Private Sector: Sharvari Sangle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair-Elect: Michelle Trager	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Local Government: Brad Anderson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer: Alison Slaats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Higher Education: Woo Jang	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary: Tanya Mayer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	At-Large: Kyle Wikstrom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Past Conf Chair: Aaron Menza	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	State Govt: Jessica Schuler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conf Chair: Katie Rossman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appt. Survey Rep: Chris Mavis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conf Chair-Elect: Stephanie Boyum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MnGEO Ex-Officio: Sandi Stroud	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2019 Past Chair: Gerry Sjerven	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MnGAC Ex-Officio: Ryan Stovern	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2018 Past Conf Chair: Jared Hovi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2019 Local Govern: John Studtmann	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2019 Secretary: Leah Sperduto	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2019 Higher Ed: Jason Menard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2019 At-Large: Tanya Mayer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

- I. Call to order Foster
- II. Roll call Foster
- III. Welcome and introductions Foster
- IV. Approval of Meeting Agenda & Committee Reports Foster
- V. Review action items & Approval of minutes from last meeting Mayer
- VI. Review & Approval of January Treasurer's report Slaats
- VII. Open Issues/New business
 - a) Conflict of Interest Forms Foster
 - b) Board of Directors Manual Nerge
 - c) MN GIS/LIS Brochure Foster/Sjerven
(2020Board Meetings/01 January Board Meeting/Brochure)
 - d) 2020 Board Meeting Dates/Times Foster

- e) 2020 Conference Rossman
 Beltrami County <http://www.startribune.com/minnesota-counties-continue-to-weigh-refugee-resettlement/566779442/?refresh=true>
- f) GIS Student Career Fair Booth (2/11/20) Foster
- g) MSPS Conference (Duluth Feb 19-21) Stovern
- h) Spring Workshops (5/14/2020) Foster
- i) GISSC Event Grant Foster
- j) SE MN Users Group Event Grant Foster
- k) Salary Survey Nerge
- l) K-12 Reimbursement (future) Menard
- m) February Retreat Foster
- n) Additional Items:

VIII. Adjournment

Committee Business Summary Reports

- a) Awards Mark Kotz
- b) Communication Mike Dolbow
- c) Conference Katie Rossman
- d) Website Gerry Sjerven
- e) Education Woo Jang
- f) Executive Rebecca Foster, John Nerge
- g) Finance Alison Slaats
- h) Future Conference Gerry Sjerven
 2020 – Bemidji 2021 – St Cloud? 2022 – Rochester?
 2023 – Duluth, 2024 – Duluth
- i) Spring Workshops 2020 Kate Carlson
- j) Workshop Cloud Hosting Services Tami Maddio?
- k) ArcGIS On-Line Account Smith/Sjerven

Minnesota GIS/LIS Consortium

Treasurers Report for January Meeting, 2020

Date of Report: 1/14/2020

Prepared by: Alison Slaats

Account Status as of December 31, 2019

Account	Balance	Previous	Description
General Fund	\$107,467.95	\$118,476.72	Affinity Checking Account
Reserve Fund	\$45,355.69	\$45,351.84	Affinity Savings Account
Other Assets	\$6,267.50	\$6,267.50	Prepaid expenses (conference deposits)
Other Assets	\$0.00	\$0.00	Inventory, undeposited funds
Accounts Receivable	\$410.00	\$890.00	Unpaid invoices owed to GIS/LIS
Accounts Payable	(\$20,457.48)	(\$21,374.61)	Unpaid bills owed by GIS/LIS
Balance	\$139,043.66	\$149,611.45	

Scholarship Fund	\$0.12	\$0.12	Affinity savings account
Investment Account *	\$106,343.58	\$96,039.02	Schwab Managed Portfolio
Subtotal	\$106,343.70	\$96,039.14	
Total Assets	\$245,387.36	\$245,650.59	Total Assets

Income

- \$810.21 - Interest Income (\$1,732.95)

Income for Month = \$810.21

Total Income YTD = \$ 196,948.52

Expenses

- \$22.49 - Fall Conference Mail Service and Postage (\$22.49)
- \$35.00 - Credit Card Charges (\$5,523.15)
- \$484.10 - Grant Awards (\$1,032.87)
- \$125.88 - Board Meeting Expenses (\$420.85)
- \$6.05 - Postage and Delivery (\$143.20)
- \$1,000.00 - Ewald - Association Management Services (\$12,000.00)
- \$9.63 - Rent/Storage (\$94.96)
- \$67.76 - Telephone (\$1,148.47)
- \$1.55 - Office Supplies/Photocopies (\$946.55)
- \$93.83 - Insurance (\$1,569.28)

Expense for Month= \$1,846.29

Total Expense YTD = \$ 184,363.12

Notes

- Ewald Profit Sharing is posted to accounts payable (number is not yet final)
- \$6,267.50 for 2020 Conference deposit reflected under other assets
- Scholarship fund donation (\$8,730.57) reflected in Schwab Scholarship Fund increase



MN GIS/LIS Committee Report

Date: January 16, 2020
Committee Name: Spring Workshops
Committee Chair: Kate Carlson
Committee Members: Organizing now

Committee Updates

The committee has just begun planning and committee members are being organized now. So far the following people have committed; Peter Wiringa, John Nerge, Cory Ritcher, Travis Ormsby, David Kramar, Zach Vavra, and Vic Barnett.

Our first meeting will be held on Thursday January 23 with topics to review as follows; define committee member roles, review workshop topics per past evaluations and the topics survey, discuss past and future instructor options, solicit instructional interest, and review the budget.

Action Items (if any)

No action required at this time.

Requests for Board Approval (if any)

Not yet, we will have the budget ready for board review by the February monthly board meeting.

Attachments (paste or list below)

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

01 / 13 / 2020

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 *

Anders Hopkins - UMN GISSO Secretary

Address *

269 19th Ave S Mpls MN 55454

Phone *

641-831-3413

Email *

hopki313@umn.edu

Event Description

Name of Event *

GIS Networking and Career Fair

Purpose of Event *

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. The following features of our fair are designed to help us meet our goals.

Geographic Information Science is a high-growth, interdisciplinary industry focused on map-making technologies and the creation/maintenance of geospatial data. Many of the brightest future leaders in GIS are right here at the University of Minnesota. In an effort to connect our undergraduate and graduate GIS students with their future professional peers, the U of M GIS Student Organization (GISSO) will host the 19th annual GIS Networking and Career Fair at Coffman Memorial Union on Tuesday, February 11th, 2020. Last year's fair brought over 100 attendees representing 18 departments and 9 universities, 20 vendor booths, and three great speakers – and we expect this year's fair to be an even bigger success.

Any student interested in a career in geospatial technologies is welcome to attend this free and public event. We will send targeted invitations to relevant academic departments at the U of M and surrounding schools, and also publicize more broadly through our Facebook group (<https://www.facebook.com/groups/gissoumn/>), our website (<https://sites.google.com/a/umn.edu/gisso/fair>), and a poster campaign around campus.

Students attending the fair will be invited to network with representatives and potential employers from over 20 GIS organizations in an open-room setting throughout the day (11am-4pm). Students may also sign up to have their resume reviewed or get a professional headshot. To attract broad interest in the fair, we will host three speakers who will each speak for a half hour at noon, 1:00pm and 2:00pm respectively. All students attending the fair will receive a welcome packet that includes an item donated by U-Spatial (uspatial.umn.edu), and may partake in morning refreshments of bagels, fruit, and coffee to help spark lively conversations.

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. The target audience is any undergraduate or graduate student interested in a career in geospatial technologies is welcome to attend this event. Individuals representing GIS employers are invited to act as vendors at the career fair. Also, any university faculty, GIS professionals or members of the public are welcome to attend. No MN GIS/LIS membership is required.

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 matches up individuals entering the GIS field in Minnesota with potential employers. Pre-professionals can also make networking connections with members of the MN GIS/LIS community. This event connects the public, private and academic sectors of the geospatial community in Minnesota.

Date of event

MM DD YYYY

02 / 11 / 2020

Where will the event be held? *

UMN Coffman Memorial Union

Requested amount *

600

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.

COGS Event Grant \$400.00

PSG Grant \$400.00

Borchert Map Library \$110.00

U-Spatial \$90.00

MGIS \$100.00

Event Cost: \$1700.00

Consortium Promotion Activities

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

We plan to include the MN GIS/LIS logo on all event posters, hand-outs and e-announcements, as we have done in the past.

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.

Google Forms

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Today's Date

MM DD YYYY

01 / 10 / 2020

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 *

Leanne Knott - GIS Systems Specialist

Address *

229 Tyler Rd N

Phone *

651-385-3619

Email *

leanne.knott@ci.red-wing.mn.us

Event Description

Name of Event *

SE MN GIS Users Group Winter Meeting

Purpose of Event *

User group meetings are held three times a year at different locations around the region and usually include an overview of GIS projects completed or in-progress by the host agency, tips/tricks, and presentations about various other GIS topics.

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 user group covers a geographic area including 11 county region of the Association of Minnesota Counties (AMC) District #9, though GIS users from any area are welcome.

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"

Everyone is welcome to attend our meetings. Currently, there are over 100 GIS users on the group's email distribution list who represent local, state, and federal agencies, non-profit groups and private entities.

Date of event

MM DD YYYY

03 / 05 / 2020

Where will the event be held? *

125 Live Event Center - Rochester, MN

Requested amount *

\$300.00

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 rental facility cost is \$270.00. We are requesting an additional \$30.00 for food and beverage.

Consortium Promotion Activities

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

We will acknowledge meeting support from the GIS/LIS Consortium at the meeting and also include it in our 'Save the Date' emails.

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

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