

MN GIS/LIS Consortium

Meeting Agenda

February 28, 2020

9:00am - 10:00am Board Meeting

10:00am – 11:45am Ewald Board Leadership Training

11:45am – 1:00pm Lunch

1:00pm – 3:30pm Board Retreat

Type of Meeting: 2020 Board of Directors

Meeting Location: Braemar Golf Course - Cooper Conference Room
6364 John Harris Dr Edina, MN 55439

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"/>
MnGAC Ex-Officio: Ryan Stovern	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

- I. Call to order Foster
- II. Roll call Foster
- III. Approval of Meeting Agenda & Committee Reports Foster
- IV. Review action items & Approval of minutes from last meeting Mayer
- V. Review & Approval of February Treasurer's report Slaats
- VI. Open Issues/New business
 - a) MnGAC Collaboration Geurts/Meyer/Stovern
 - b) Azure/Virtual Environment Carlson
 - c) Spring Workshop Budget Carlson
 - d) Salary Survey Schedule Nerge
 - e) Insurance Renewal Nerge

- f) Duluth 2023 & 2024 Contracts Signed Foster
- g) 2020 Board of Director Meetings – Third Thursday 10am-Noon Foster
- h) Additional Items:

VII. 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 February Meeting, 2020

Date of Report: 2/26/2020

Prepared by: Alison Slaats

Account Status as of January 31, 2020

Account	Balance	Previous	Description
General Fund	\$101,147.41	\$107,467.95	Affinity Checking Account
Reserve Fund	\$45,359.54	\$45,355.69	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	\$0.00	\$410.00	Unpaid invoices owed to GIS/LIS
Accounts Payable	(\$20,908.02)	(\$20,457.48)	Unpaid bills owed by GIS/LIS
Balance	\$131,866.43	\$139,043.66	

Scholarship Fund	\$0.12	\$0.12	Affinity savings account
Investment Account *	\$105,934.50	\$106,343.58	Schwab Managed Portfolio
Subtotal	\$105,934.62	\$106,343.70	
Total Assets	\$237,801.05	\$245,387.36	Total Assets

Income (amount by category, total year to date in parentheses)

- \$22.24 - Interest Income (\$22.24)

Income for Month= \$22.24

Total Income YTD = \$22.24

Expenses (amount by category, total year to date in parentheses)

- \$22.04 - Board Meeting Expenses (\$22.04)
- \$2.20 - Postage and Delivery (\$2.20)
- \$26.40 - Tax Preparation Fees (\$26.40)
- \$1,000.00 - Ewald - Association Management Services (\$1,000.00)
- \$9.63 - Rent/Storage (\$9.63)
- \$50.00 - Telephone (\$50.00)
- \$12.00 - Office Supplies/Photocopies (\$12.00)
- \$93.83 - Insurance (\$93.83)

Expense for Month= \$1,193.86

Total Expense YTD = \$ 1,193.86

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

	Expense Category		2019 (est.)	2019 (St. Cloud)	Difference Est. vs. Actual	2020 Estimated	2020 Actual
Income	7300	Conference Registration	\$ 111,570.00	\$ 133,420.00	\$21,850.00	\$ 111,570.00	
	7302	Workshop Registration	\$ 36,000.00	\$ 60,315.00	\$24,315.00	\$ 36,000.00	
	7301	Exhibitor Registration	\$ 16,360.00	\$ 23,005.00	\$6,645.00	\$ 16,360.00	
	7201	Sponsorship [1]	\$ 475.00	\$ 1,000.00	\$525.00	\$ 475.00	
	7202	Advertising	\$ 600.00	\$ -	-\$600.00	\$ 600.00	
		Total Income		\$ 165,005.00	\$ 217,740.00	\$52,735.00	\$ 165,005.00
Expenses	7040	Administrative	\$ 29,800.00	\$ 27,904.84	-\$1,895.16	\$ 29,800.00	
	7160	Design & Printing Materials	\$ 4,700.00	\$2,767.00	-\$1,933.00	\$ 4,700.00	
	7150	Mailing & Postage	\$ -	\$ 22.49	\$22.49	\$ -	
	7125	Speakers & Honorariums	\$ 8,550.00	\$ 6,815.58	-\$1,734.42	\$ 9,250.00	
	7115	Facilities	\$ 16,360.00	\$ 16,075.44	-\$284.56	\$ 14,557.20	
	7117	Food Service	\$ 58,037.50	\$ 52,615.44	-\$5,422.06	\$ 65,155.00	
	7173	Special Event	\$ 200.00	\$ 50.95	-\$149.05	\$ 200.00	
	7181	Entertainment	\$ 10,600.00	\$ 9,169.17	-\$1,430.83	\$ 10,600.00	
	7182	Awards & Prizes	\$ 1,500.00	\$ 1,449.87	-\$50.13	\$ 1,500.00	
	7183	Travel & Lodging	\$ 1,750.00	\$ 147.30	-\$1,602.70	\$ 1,750.00	
	7160	Materials	\$ 2,000.00	\$ 1,212.45	-\$787.55	\$ 2,000.00	
	7090	Supplies & Equipment	\$ 21,600.00	\$ 14,253.23	-\$7,346.77	\$ 23,100.00	
		Total Expenses		\$ 155,097.50	\$ 132,483.76	-\$22,613.74	\$ 162,612.20
Net		Conference Net	\$ 9,907.50	\$ 85,256.24	\$75,348.74	\$ 2,392.80	
		Ewald Conference Commission	\$3,301.38	\$29,489.68	\$26,188.31	\$671.23	
		Total Net	\$ 6,606.13	\$ 55,766.56	\$49,160.43	\$ 1,721.57	

[1] Kitty Hurley:

New income initiated in 2014. Sponsors need to be tracked.

2020 Spring Workshop Budget

		2019 Estimate	2019 Actual	Notes		2020 Estimates	2020 Actual
Students		140	74			140	
Instructors/Volunteers		30	23			30	
	Workshops	24	14		Workshops	24	

	Attendance Estimates	2019 Per Person	2019 Est	2019 Actual	2019 Comments	2020 Per Person	2020 Est	Actual 2020
6300	Registrations	100.00	14,000.00	11,055.00	UMN: \$8,700, UMD: \$2,355	100.00	14,000.00	
	Parking Passes	12.00	1,680.00	0.00		12.00	1,680.00	
	Income Total		15,680.00	11,055.00			15,680.00	
Account Number	Honorariums							
6125	Proposed Honorariums-Half Day		7,200.00	1,500.00	5 honorariums paid		7,200.00	
6126	Proposed Honorariums-Full Day		0.00	0.00			0.00	
	Total Honorariums Donated		0.00	2,700.00			0.00	
	Total Honorariums Paid		7,200.00	1,500.00			7,200.00	
Account Number	Design & Printing							
6160	Design & Printing		50.00	0.00			50.00	
	Total Design & Printing		50.00	0.00			50.00	
Account Number	Travel							
6183	Travel & Lodging		1,200.00	360.00	Parking passes at UMN Twin Cities		1,200.00	
	Total Travel		1,200.00	360.00			1,200.00	
Account Number	Facilities							
6115	Facility Rental		0.00	0.00			0.00	
	Total Facilities		0.00	0.00			0.00	
Account Number	Food Service							
6117	Registration Refreshments	4.26	700.00	566.38	Includes all sites, UMN Heritage Catering (\$566.38)	4.26	700.00	
6117	Morning Break	3.09	100.00	142.52	Includes all sites, UMN: Ice (\$12.26), Snacks (\$39.75), Soda (\$21.03), UMD: Beverages/snacks (\$69.48)	3.09	100.00	
6117	Lunch	15.45	1,300.00	1,088.28	Includes all sites, UMN Qdoba (\$912.81), UMD Jimmy Johns (\$175.47)	15.45	1,300.00	
6117	Afternoon Break	6.18	200.00		Includes all sites	6.18	200.00	
6117	Volunteer Meals	28.98	200.00		Included in overall totals	28.98	200.00	
6117	Instructor Meals	28.98	500.00		Included in overall totals	28.98	500.00	
6117	Networking Event		1,000.00	710.84	UMN: \$1,091.84 (Geoshared sent \$600 check to cover part of this cost), UMD: \$219		1,000.00	
	Total Food Service		4,000.00	1,941.64			4,000.00	
	Expense Total		\$ 12,450.00	\$3,801.64			\$ 12,450.00	\$ -
6000	Total Net		3,230.00	\$7,253.36			3,230.00	0.00



MN GIS/LIS K12 Committee Report

Date: 2/3/2020

Committee Name: Ad-Hoc K12 Committee

Committee Chair: Jason/Woo

Committee Members:

Jason, Woo, Rebecca, Shana, Stacey

- Transfer K12 roles and duties from Higher Ed committee to this one
- Explore additional roles and responsibilities to support K12 outreach
- Document and collect knowledge of how to run K12 activities
- Vet potential for a K12 board rep

Committee Goals:

Committee Updates

- Main goal of this call was to jumpstart the K12 transition into 2020, and to clarify 2020 K12 budget expenses
- Board would like us to report on K12 rep by June
- Discussed possible conflicts with Shana's job at the U and working with GIS/LIS at K12 conferences, determined that there weren't any and all is copacetic.
 - U of M does not pay for these conferences
- Long term goal is of course to get kids involved in GIS/spatial thinking early
- Woo discussed similar programs Mankato works on
- Stacey discussed ESRI GeoMentor program
- We discussed further changes to K12 program and what needs to happen to spin that up
 - Time to start contacting educators about Educator Day at the 2020 Conference is now.

Action Items (if any)

- Shana will borrow some GIS/LIS visual identity from Ewald at conferences to show GIS/LIS affiliation
- Shana will report back to Woo/Jason with reports on conferences attended, Woo will forward to Board
- Jason will ensure everyone has access to K12 docs on Drive, everyone will review/refamiliarize and we will move forward.
- We will schedule another meeting in March, geared more for K12 rep discussion and launching Educator Day.



Requests for Board Approval (if any)

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Attachments (paste or list below)

[Roles and responsibilities Google Doc](#)



MN GIS/LIS Committee Report

Date: 02/28/2020

Committee Name: Salary Survey (temporary committee)

Committee Chair: N/A

Committee Members: Cory Richter, Jason Menard, Jessica Schuler, John Nerge, John Studtmann, Kitty Hurley, Sharvari Sangle

Committee Updates

- Determined the proposed schedule for running the survey

Mon, Mar 16 th	Publish survey, announce on social media (repost several times throughout)
Wed, Mar 18 th	Announce survey in e-announcement
Wed, Mar 25 th	Reminder in e-announcement
Wed, Apr 1 st	Final reminder in e-announcement
Fri, Apr 3 rd	Close survey after 5pm

- Alternative schedule if we get low response returns

Wed, Apr 8 th	Extension announced in e-announcement
Wed, April 15 th	Final reminder in e-announcement
Fri, Apr 17 th	Close survey after 5pm

Action Items (if any)

none

Requests for Board Approval (if any)

Approve schedule and publishing of survey

Attachments (paste or list below)

[2014 salary survey](#)

[2020 survey FINAL DRAFT](#)



MN GIS/LIS Website Committee Report

Date:	February 26, 2020
Committee Name:	Website
Committee Chair:	Gerry Sjerven
Committee Members:	Jason Menard, Tami Maddio, Heather Albrect
Committee Goals:	<ul style="list-style-type: none">• Keep website updated• Clean up unused Pages• Review membership Database• Monitor activity

Committee Updates

- Google Analytics were reset, please see attached website activity and traffic for December 2019 and January 2020.
- Any files located on specific folders on the website (agenda's and minutes) were discovered to be broken. All files were moved to a new folder location and all links were fixed.
- Submitted the email alias for 2020 to Ewald in January, discovered some were not working on February 14. Submitted another request to Ewald to complete the changes. These were fixed around February 24.
- Created web presence for the 2020 Spring Workshops

Action Items (if any)

- Suggestion from Board members for a change in the arrangement of the pages under 'Who We Are'. Will discuss with Website committee and implement changes along with any immediate changes that are needed.

Requests for Board Approval (if any)

Attachments (paste or list below)

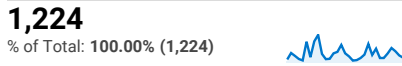
MN GIS/LIS Monthly Analytics Report

Jan 1, 2020 - Jan 31, 2020

Some data in this report may have been removed when a threshold was applied. [Learn more](#)

All Users
100.00% Sessions

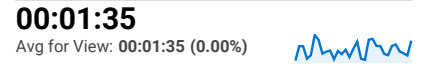
Users



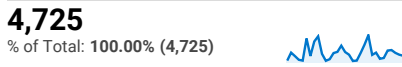
Sessions



Avg. Session Duration



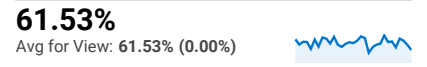
Pageviews



Avg. Time on Page



Bounce Rate



New vs Returning Visitors

User Type	Users	Bounce Rate
New Visitor	1,013	72.66%
Returning Visitor	296	47.04%

Landing Pages

Landing Page	Pageviews	Bounce Rate
/	1,443	22.93%
/networking/	529	45.56%
/default.aspx	524	57.46%
/admin/dashboard.aspx	358	5.26%
/networking/opening_search.asp	163	18.03%
/page/results_survey	156	90.68%
/page/membership	114	20.00%
/page/PastLogos	84	91.67%
/page/Conference_2018	79	34.62%
/networking/apply_now.aspx?view=2&id=590770	61	87.76%

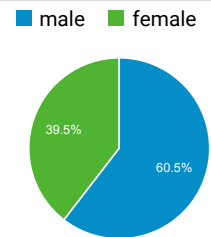
Devices

Device Category	Users	Bounce Rate
desktop	1,054	61.88%
mobile	145	60.73%
tablet	25	53.66%

Traffic Source

Default Channel Grouping	Users	Bounce Rate
Direct	705	72.85%
Organic Search	439	46.86%
Referral	96	58.94%
Social	8	28.12%

Users by Gender



MN GIS/LIS Monthly Analytics Report

Dec 1, 2019 - Dec 31, 2019

Some data in this report may have been removed when a threshold was applied. [Learn more](#)

All Users
100.00% Sessions

Users

1,395
% of Total: 100.00% (1,395)

Sessions

1,725
% of Total: 100.00% (1,725)

Avg. Session Duration

00:00:58
Avg for View: 00:00:58 (0.00%)

Pageviews

3,549
% of Total: 100.00% (3,549)

Avg. Time on Page

00:00:55
Avg for View: 00:00:55 (0.00%)

Bounce Rate

69.74%
Avg for View: 69.74% (0.00%)

New vs Returning Visitors

User Type	Users	Bounce Rate
New Visitor	1,202	80.05%
Returning Visitor	276	45.98%

Landing Pages

Landing Page	Pageviews	Bounce Rate
/	912	24.21%
/page/2020boardelectionsbios	399	87.36%
/networking/	290	48.51%
/default.aspx	264	61.98%
/admin/dashboard.aspx	200	0.00%
/networking/opening_search.asp	101	5.00%
/404.aspx	52	88.64%
/networking/apply_now.aspx?view=2&id=588868	52	50.00%
/networking/apply_now.aspx?view=2&id=589599	50	91.11%
/networking/apply_now.aspx?view=2&id=589713	50	82.93%

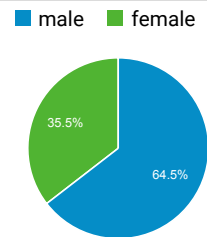
Devices

Device Category	Users	Bounce Rate
desktop	1,152	69.79%
mobile	218	71.18%
tablet	25	56.76%

Traffic Source

Default Channel Grouping	Users	Bounce Rate
Direct	894	81.76%
Organic Search	346	46.19%
Referral	109	62.22%
Social	66	63.16%

Users by Gender



GIS/LIS Scholarship Fund Discussion

Prepared for the February 2020 GIS/LIS Board Retreat

Prepared by Alison Slaats, Board Treasurer & Rebecca Foster, Board Chair

Background

The Minnesota GIS/LIS Consortium offers annual scholarship awards to students from Minnesota institutions with qualifying GIS programs. This program began in 2000 and student scholarship award winners' competition began in 2005. The scholarship program has two purposes. One is to encourage GIS education programs in Minnesota's colleges and universities. The second purpose is to recognize and support outstanding students in those programs.

In 2003, the GIS/LIS conference went over budget, and funds intended for student scholarships were used to cover some of the overrun costs. As a follow up to this situation, a scholarship fund was set up in 2007 to protect the funds donated for scholarships from being used for a different purpose.

The fund was started with an initial amount of \$6,121 which included the reimbursement of the funds borrowed from scholarship money. Initially the scholarship funds were held in a GIS/LIS bank account, and then in October 2013, a Charles Schwab Investment Account was opened with an initial transfer of \$30,000. The intent of transferring the funds to the investment account was to increase the growth rate of the scholarship funds.

The long-term goal of the Board was to build the account to \$100,000 (See: [Appendix A: Meeting minutes about the scholarship fund](#)). Income deposited into the fund has primarily come from the following sources:

- Sale of items at the conference (Raffle tickets, t-shirt, glasses, social nights)
- Donation of workshop presenter fees
- Donations from firms and individuals
- Contributions from the GIS/LIS general operations budget

It is important to note that every dollar in the fund from Consortium members was given with the understanding that the funds would be used for scholarships.

During the years when the scholarship fund was being built (2007-2019), the scholarship awards were paid out from the Board's General Operations Budget or the Education Committee Budget. The Education Committee's budget is built from income that is in the Board's general bank account that is built when income from the Spring workshops and/or Fall Conference exceeds expenses.

The goal of \$100,000 was met in December 2019, when the scholarship fund reached \$106,343.58. Now that the initial financial goal for the fund has been met, the Board needs to decide how the fund should be maintained, how funds can be used for scholarships and document this information in the Policy and Procedures manual.

The following sections summarize the scholarship expenses and proposed goals for the scholarship account as we move forward.

Scholarship Expenses

The yearly scholarship expenses are as follows:

Expense	Amount
Award prizes	\$7,450
Hotels (9 x \$150)	\$1,350
Total Scholarship expenses	\$8,800

Proposed Goals

The proposed goals are intended to take conservative steps towards the transition of the scholarship fund from the “building wealth” phase to being a sustainable endowment fund.

- In 2020, manage the scholarship fund be an “endowment style” self-sustaining fund that provides enough investment income to cover the scholarship expenses in the long term.
 - Finance Committee will review the Investment account twice per year to manage investments.
 - Transfer money out of the Schwab account once per year to cover scholarship costs.
- In 2020, create 2-year goal for the use of the fund
- In January 2021, review educator day expenses and discuss with Board if educator day expenses should be covered by the scholarship fund, and if so, work towards the goal of covering educator day costs in 2024.
- In 2025, revisit fund usage to evaluate if paying for scholarship and educator day expenses from fund is sustainable.

Proposed 2-year goal

- In 2020 pay for the scholarship prizes from the scholarship fund instead of using funds from the General Operations Budget or the General bank account.
- In 2021 pay for the scholarship prizes *and* scholarship students’ hotel room from the scholarship fund instead of the General Operations Budget.
- In 2020, make a contingency plan for scholarship fund if the Consortium dissolves.

Appendix A: Meeting minutes about the scholarship fund

- [June 1, 2007](#)

Scholarship Endowment Motion

1. Establish a new line-item in the budget for the Scholarship “Endowment Fund” as a Donor Restricted Account.
2. Request reimbursement of \$6,121 from the General Fund to the new Scholarship Endowment Fund to establish this Fund. (These are the total monies that were given by past donors, and reported to the Board last month.)
3. Request the Scholarship Committee, working with the Treasurer and Ewald:
 - a. identify a fund with 5% growth rate, and
 - b. manage the Endowment Fund (for now, this may need to be relooked at in the future)
4. Request that all net proceeds for all fund-raisers go into the new Scholarship Endowment Fund.

- [February 22, 2018](#) (item V)

Discussion/clarification: What is the use of the “investment fund”? ...Was established about 6 years ago to be a protected investment from utilization for unintended use. There was a conference in history that drained the funds and the scholarship fund was utilized to make the consortium solvent. The investment account has been maintained to create a “backup” fund for any needs that may arise to keep the scholarship separate and serve the ultimate purpose of supporting students/teachers/etc. with scholarship. Will continue to grow it to ultimate goal of \$100,000; while maintaining contributions to the Education fund (aka Scholarship).

MN GIS/LIS Consortium

Retreat Agenda

February 28, 2020

1:00pm – 3:30pm

Type of Meeting: 2020 Board of Directors Strategic Planning Retreat Type of Meeting:

Meeting Location: Braemar Golf Course - Cooper Conference Room
6364 John Harris Dr Edina, MN 55439

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"/>
MnGAC Ex-Officio: Ryan Stovern	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

I. 1:00 – 2:00 Budget Approval

- a) Fall Conference Budget Rossman
- b) Higher Education Budget Jang
- c) General Operations Budget Slaats

II. 2:00 – 2:30 Propose New Policies & Approve in March

- a) 2yr goal for Scholarship Fund Foster/Slaats
- b) Update/Change to policy 1.7 Conferences/Workshops: Proposing an additional option for fall conference workshop instructor compensation: (1) complementary conference registration. This would be in addition to the current options of: \$300 paid directly or option to donate the \$300 to student scholarship fund. Schuler
- c) Update/Change to policy 1.16 Mailing list: Since we do distribute our member's information we should be informing our members of this and need to add an opt out option for those members who do not which for their information to be released. Schuler
- d) Update/Change to policy 1.24 Voting: I question the line: "When written action is permitted to be taken by less than all Directors, all Directors shall be notified immediately of its text and effective date." – Does this mean less than a quorum is allowed on an e-vote? Also, we need a more formalized process for e-voting with set open/closed dates of the e-votes. Schuler

III. 2:30 – 3:00 Brainstorming All

IV. 3:00 – 3:30 Committee Signup All