AGENDA
MN GIS/LIS Consortium Board
Thursday, August 15th, 2013
10:00 a.m. to 12:00 a.m. Board Meeting
Location: Ewald Consulting – 1000 Westgate Drive, Room 1, St. Paul, MN 55114

To: 2013 GIS/LIS Consortium Board Members:

Board of Directors
Vacant - Chair
Ben Verbick – Past Chair
Adam Snegosky– Chair-Elect
Kyle Chester - Treasurer
Catherine Hansen - Secretary
Stacey Stark – Higher Education
Heather Bergen – At-Large
Bart Richardson – State Government
Jennifer Ward – Private Sector
Michelle Trager - Local Government

Derek Lorbiecki – Conference Chair
Kitty Hurley– Conference Chair-Elect
Ex-Officio Members
Gerry Sjerven – MnGAC
Dan Ross – MnGeo

From: Adam Snegosky, Chair-Elect
If you are unable to attend or will be late to this meeting, please call Adam @ 651-269-1136 or send an e-mail to: adam.snegosky@co.washington.mn.us

Agenda

Additions/Approval of Agenda
Secretary’s Report, Review of Action Items & Approval of Minutes
Treasurer’s Report, Approval of Reports

Action Items\New Business

- Your Membership Transition
- Conference Update
- Approval of 2013 Award Winners
- Changes to Awards
- GISP Form Letter
- New Consortium Merchandise
- Board Meeting Schedule
- Round Robin regarding Ewald
  - Issues in General
  - Any Ewald issues for the next monthly follow-up request from Scott
Committee Business and Summary Reports
Note: an oral report not required but Board approval is required for all submitted reports.
*Individual reports are assembled into a single document for quick review on our Portal for the specific board meeting month.*

- Awards Committee       Kotz
- Conference Committee   Lorbiecki
- Education Committee    Stark
- Database/Web Committee  Richardson
- Communications/Social Media Committee Rader
- Outreach Committee      Hackett
- Spring Workshop        Trager
- Scholarship Committee  Stark
- Statewide Community Advisory Body Gjerven
- MnGeo Update           Rader
- Networking Event Planning Committee Schrader

Conference call instructions:
Dial 1-866-394-4146
Participant code: 11191230#
Board Chair: 11172589#
Committee Reports – August 2013

**Awards (Mark Kotz & Ben Verbick)**
- Regular Board Meeting Agenda Item

**Conference (Derek Lorbiecki)**
- Regular Board Meeting Agenda Item

**Database/Web (Gerry Sjerven & Bart Richardson)**
The database committee met at Ewald on Thursday, July 18.
Kathie Pugaczewski presented Ewald’s transition plan for migrating our website and database from Affiniscape to YourMembership (attached). The general plan is to prepare for the transition between now and the fall conference, and then execute the transition after the conference.
Kathie also gave an overview of the YourMembership (YM) database interface functions and the various website design options we have. The YM membership management app appears to be slightly more robust than Affiniscape. Gerry will review the various YM templates and functions available to us (http://www.yourmembership.com/branding/layouts.aspx) and will recommend a couple for the board to choose from.
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<td></td>
<td>Workshop Teacher</td>
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</tbody>
</table>
MnGeo
  • No report this month

Geospatial Advisory Councils
  • No report this month

Communications and Outreach (Kitty Hurley & Ben Verbick)
  • No report this month

Spring Workshops (Sarah Schrader, Michelle Trager)
  • No report this month

Networking Event Planning (Sarah Schrader/Joshua Gumm)
  • No report this month

Education (Stacey Stark)
Mn GIS/LIS K-12 Education Committee
No Committee Meetings were held July – August
The K-12 workshop Mn GIS/LIS Consortium co-hosted with MDE at St Cloud State University on
July 31 was a success. Here is the summary I sent to the group working on the workshop and the Mn
GIS/LIS committee of how I see Mn GIS/LIS connecting to K-12 Educators – based on conversations
at the workshop.
1. **participate in GEOFEST (Oct 12 this year), don't expand Mn GIS/LIS conference (not a good
time for teachers)
2. use [http://www.getstem-mn.com/](http://www.getstem-mn.com/) to connect GIS professionals to educators (GIS professionals may
connect in on another theme)
3. participate in development of ONE website with links to technical help, lesson plan help, data,
mentors, ideas (collaborate with MDE)
4. one time presentations aren't always as useful as a project based experience that spans over time and
builds relationships
5. technology resources are sometimes a barrier, especially in more rural schools
6. ready to use GIS datasets for local project areas are needed
Since the workshop, I have had a conversation with Sara Damons (MAGE) requesting that Mn
GIS/LIS provide an additional hands-on GIS session. Mn GIS/LIS is registered as an exhibitor, and
Len Kne (UM) has offered to teach a condensed version of USpatial’s Web Mapping 101: Creating
Online Maps on behalf of Mn GIS/LIS. The date is October 12, 2013 at Macalester College.
The Panel on October 10 at the Mn GIS/LIS Conference (to discuss items above and others) has been
confirmed.
“K-12 GIS Educator support developments and how to get involved“
Session 11 - Education I track, Thursday, October 10th, 1:30 pm to 3:00 pm
Moderator: Stacey Stark (or Dan Ross?)
confirmed: David Lanegran, Doug Paulson, Scott Freberg,

We are looking for 1-2 more panelists for this panel.

Mn GIS/LIS Higher Education Committee
No Committee Meetings were held July – August
The GIS jobs panel is shaping up. There is still a lot to do before the conference related to the Mentoring program, geolounge schedule, and a new webpage for Students and Young professionals. We are going to encourage more posters from students with an additional student poster competition (separate from the Community College competition) for $100 prize. They will submit their poster through the regular poster submission form on the website.

**Scholarship (Stacey Stark)**
No Committee Meetings were held July – August
All schools except Bemidji State University have submitted names for the student scholarship competition. One student (graduate) from SCSU was awarded the student scholar, but declined to present. This was a problem last year too, we may want to consider how/if we can prevent this in the future. We have 6/11 abstracts from the students ready for the conference program. The students have been asked to register using the scholarship promo code.

We have judges for the competitions!
The Mn GIS/LIS Executive Board approved our proposal in June to move forward with a change in policy for use of the scholarship funds. Kyle and Stacey are working on the next steps to propose a plan to diversify the funds as described in this plan. No action has occurred yet.

**Finance Committee (Kyle Chester)**
- No report this month
Minnesota GIS/LIS Consortium  
Treasurers Report for July, 2013  
Date of Report: 08/15/2013  
Prepared by: Kyle Chester

Account Status as of 07/31/2013

<table>
<thead>
<tr>
<th>Account</th>
<th>Balance</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>15,578.56</td>
<td>Affinity Checking Account</td>
</tr>
<tr>
<td>Reserve Fund</td>
<td>35,101.91</td>
<td>Affinity Savings Account</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>762</td>
<td>Unpaid invoices</td>
</tr>
<tr>
<td>Other Assets</td>
<td>5,575.00</td>
<td>Prepaid expenses, Inventory, undeposited funds</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>28.93</td>
<td>Unpaid bills</td>
</tr>
<tr>
<td><strong>Balance</strong></td>
<td><strong>$56,988.54</strong></td>
<td><strong>Total Assets</strong></td>
</tr>
</tbody>
</table>

| Income                | 512.75    | Registrations, donations and interest                |
| Expenses              | 7,345.23  | See check detail                                     |

| Scholarship Fund      | $41,262.86| Affinity savings account                            |

Treasurer Comments:

•
### MINNESOTA GIS/LIS CONSORTIUM

**Profit & Loss**

**July 2013**

<table>
<thead>
<tr>
<th>Income</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4320 · Sponsorship Income</td>
<td>0.00</td>
</tr>
<tr>
<td>6300 · Spring Workshop Registrations</td>
<td>-150.00</td>
</tr>
<tr>
<td>7301 · Fall Conference Exhibitors</td>
<td>650.00</td>
</tr>
<tr>
<td>8042 · Interest Income</td>
<td>12.75</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>512.75</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4117 · Food/Catering</td>
<td>0.00</td>
</tr>
<tr>
<td>6117 · Food &amp; Beverages</td>
<td>0.00</td>
</tr>
<tr>
<td>6125 · Honoraria</td>
<td>0.00</td>
</tr>
<tr>
<td>6150 · Design &amp; Printing</td>
<td>0.00</td>
</tr>
<tr>
<td>6183 · Travel/Lodging</td>
<td>0.00</td>
</tr>
<tr>
<td>6213 · Miscellaneous Supplies</td>
<td>0.00</td>
</tr>
<tr>
<td>7040 · Administrative Fees</td>
<td><strong>6,250.00</strong></td>
</tr>
<tr>
<td>7150 · Mail Service and Postage</td>
<td>0.00</td>
</tr>
<tr>
<td>7160 · Design and Print</td>
<td>0.00</td>
</tr>
<tr>
<td>7183 · Travel &amp; Lodging</td>
<td>0.00</td>
</tr>
<tr>
<td>8041 · Credit Card Charges</td>
<td>205.78</td>
</tr>
<tr>
<td>8110 · Meeting Expenses</td>
<td>3.29</td>
</tr>
<tr>
<td>8150 · Postage and Delivery</td>
<td>2.53</td>
</tr>
<tr>
<td>8173 · Association Management</td>
<td>700.00</td>
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<tr>
<td>8174 · Website</td>
<td>0.00</td>
</tr>
<tr>
<td>8176 · Rent/Storage</td>
<td>4.56</td>
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<tr>
<td>8178 · Telephone</td>
<td>177.07</td>
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<tr>
<td>8212 · Office Supplies/Photocopies</td>
<td>2.00</td>
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<td><strong>Total Expense</strong></td>
<td><strong>7,345.23</strong></td>
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| Net Ordinary Income      | **-6,832.48** |
| Net Income               | **-6,832.48** |
July 19, 2013

GIS/LIS Database Committee report – Bart Richardson, committee chair

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Awards Committee Ideas and Suggestions for Board
8/7/2013

1. Consider Modifying 3rd Polaris Criterion

Polaris Criteria
- Significant contributions that have benefited our state and its citizens for at least five years. Contributions may be in almost any area: software design, data distribution, education, policy development, etc.
- Demonstrated leadership, energy, and creativity within and beyond one's normal job environment for the benefit of the greater GIS community.
- Involvement with the MN GIS/LIS Consortium, such as a Board of Directors position, Conference Workshop presenter, or Newsletter article author.

The Committee felt that the third Polaris criterion is viewed differently by different people. Most felt that it is important to have some involvement with the consortium as a minimum requirement (e.g. presenting at the conference), but that contributions to the mission and goals of the consortium and/or the geospatial community are what is really important. Most in the group felt that leading a consortium group was not more or less important than leading a GCGI group or another collaborative group that supports the geospatial community. The Committee is suggesting modifying this criterion accordingly. This might include

- Referencing the Consortium mission (“To develop and support the GIS professional in Minnesota for the benefit of our state and its citizens”)
- Stating that the mission should be interpreted broadly to include benefits to the GIS Community, etc.
- Remove Board of directors example
- Add more examples that support the mission but are not Consortium centric

2. Consider a Consortium Specific Award.
Consider a new award specifically about service to the Consortium as a way to recognize those with significant service to the Consortium but who do not otherwise fulfill the Polaris criteria in a significant way.

3. Tweak Polaris instructions to encourage more complete nominations.

Recommended Changes

Letters of nomination can be emailed to polaris-award@mngislis.org and must be received by on or before June 30. Nominations should be no longer than 3 pages total (including supporting testimonials) and should include:

- An explanation of why the person should be honored with this award
- Details describing how the nominee meets each of the three award criteria listed above
- At least two short testimonials from colleagues or other stakeholders corroborating the nomination
AUGUST 2013, Mn GIS/LIS Committee Reports

Scholarship Committee Report

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