

AGENDA
MN GIS/LIS Consortium Board
Thursday, March 20th, 2014
10:00 a.m. to 12:00 a.m. Board Meeting
Location: Ewald Consulting – 1000 Westgate Drive Suite 252, St. Paul, MN 55114

To: **2014 GIS/LIS Consortium Board Members:**

Board of Directors

Adam Snegosky – Chair
Ben Verbick – Past Chair
Heather Albrecht – Chair-Elect
Kyle Chester - Treasurer
Catherine Hansen – Secretary
Greta Bernatz – Higher Education
Scott Freburg – At-Large
Bart Richardson – State Government

Jennifer Ward – Private Sector
Michelle Trager - Local Government
Kitty Hurley – Conference Chair
Geoff Maas – Conference Chair - Elect

Ex-Officio Members

Gerry Sjerven – MnGAC
Dan Ross – MnGeo

From: Adam Snegosky, Board Chair

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	Snegosky
Secretary's Report, Review of Action Items & Approval of Minutes	Hansen
Treasurer's Report, Approval	Chester
Committee Report, Approval	Snegosky
• Updated Committee Member Lists	
• Mission Statements	
• Conflict of Interest Forms	

Action Items\New Business

• Spring Workshop Update	Trager
• Conference Committee Update	Hurley
• Future Conference Location	Maas
• Project Portal	Snegosky
• Social Media	Hurley
• Policy Manual Review	Verbick
• Annual Report Review	Verbick
• Governor's Commendation Update	Verbick
• K-12 GIS Event Funding	Freburg
• Round Robin regarding Ewald	Snegosky
○ 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.

2014 Standing Committees

- Awards Committee
 - Communications, Outreach & Social Media
 - Conference Committee
 - Database & Web Committee
 - Education Committee
 - Executive Committee
 - Finance Committee
 - Future Conference Committee
 - Networking Committee
 - Scholarship Committee
 - Spring Workshop
- Kotz
Verbick
Hurley
Richardson/Sjerven
Bernatz/Freburg
Snegosky
Chester
Maas
Lee
Bernatz/Stark
Trager/Stovern

2014 Ad Hoc Committees

- Utilities Ad Hoc Committee
 - Governor's Commendation Ad Hoc Committee
- Verbick
Verbick

Ex-Officio Committees

- Statewide Community Advisory Body
 - MnGeo Update
- Gjerven
Rader

Conference call instructions:

Dial 1-866-394-4146

Participant code: 11191230#

Board Chair: 11172589#



Minnesota GIS/LIS Consortium
1000 Westgate Drive
Suite 252
Saint Paul, MN 55114
www.mngislis.org

Committee Reports – March 2014

Awards (Mark Kotz & Ben Verbick)

- Did not meet this month, nothing new to report.

Communications, Outreach & Social Media (Ben Verbick)

- Did not meet this month, nothing new to report.

Conference (Kitty Hurley & Geoff Maas)

- Project Portal
- Exhibitor Brochure (April): Changing to Sponsorship Opportunities and Exhibitors Brochure
- Including opportunities to sponsor people, facilities, resources at the conference [sponsors will have the option to have their logo added, ie: t-shirts, naming rights, conference interactive map (including mobile) etc.] First come, first serve.
- Allow technical stations in exhibitor booths
- Call for Presentations and Posters (April)
- Technical Survey (in coordination with the Future Conference Committee)
- Entertainment Events
- Fun Walk/Run Shirt Design
- Social Media (use/messaging) – Backup needed!
- Technology used in the past being compiled (Technology Sub-committee)
- Conflict of Interest forms (Geoff)
- Conference Budget (information/distribution TBD – Kyle and I are meeting this Sunday and I'll be meeting with Sheila prior to our meeting Friday) the budget is normally shared during the March meeting but with all of the issues that have been presented I am recommending we wait to do this until April.

Database & Web (Gerry Sjerven & Bart Richardson)

- Agendas are up to date on the website, as well as all finalized minutes that were on the portal.
- A webpage for Committee Reports was created and updated with all of 2013 and 2014 reports.
- Individual webpages for both the conference and spring workshops have been created.
- The board of director's page has been updated including pictures of all board members.
- The Committee webpage has been updated.
- All award winners, Polaris, Lifetime, and Scholarships winners for 2013 are in process of being updated at the time of the writing of this report.

Education (Greta Bernatz & Stacey Stark)

- The education committee did not meet.
- The postsecondary GIS institutions in Minnesota listed on the MN GIS/LIS website have been contacted to confirm or update their information. Several have responded and the updates are being compiled to give to Gerry for the website.
- MN GIS/LIS will have a booth at the Networking and Career Fair hosted by the Geographic Information Science Student Organization (GISSO) at the University of Minnesota, Twin Cities, on Thursday, March 27th. Stacey Stark and Greta Bernatz will be attending. More information about the fair can be found at: <https://sites.google.com/a/umn.edu/gisso/fair>.
- Progress is being made regarding setting up sites for GIS professionals to teach ArcGIS Online workshops for teachers this summer. It looks like there will be anywhere between 8-15 workshop sites, which should jump-start K-12 teachers into using GIS all over the State.
- The Education committee will meet in April for planning purposes.

Executive (Adam Snegosky)

- Did not meet this month, nothing new to report.

Finance Committee (Kyle Chester)

- Did not meet this month, nothing new to report.

Networking Event Planning (Colin Lee)

- No report this month

Scholarship (Greta Bernatz & Stacey Stark)

- The committee did not meet.
- All schools that were eligible to participate in the scholarship competition as of 2013 were contacted to confirm eligibility and contact information for 2014. Most have responded, and the rest will be followed-up with.
- A question has been raised about student eligibility for the community college competition. One school expressed difficulty finding students with 30 credits completed. Those students who earned enough credits usually graduated the spring prior to the conference, and it was difficult to entice them back for a fall competition. The school wondered if we could reconsider the eligibility requirement for the community college competition. This will be discussed at the next scholarship committee meeting.
- Additional schools have been contacted to determine if they may be eligible to join the scholarship competition.
- Greta Bernatz is in conversation with Kyle Chester about establishing a 2014 budget for the scholarship competition.
- Greta will ask the scholarship committee to meet in early April.

Spring Workshops (Michelle Trager)

- Since the last meeting the following instructors and workshops have been confirmed.

Morning Workshops:

- - *Migrating Data to the Fabric and LGIM- Lisa Schaefer, ProWest and Associates, Inc.*
- - *Introduction to GIS using ArcGIS 10.1- David Brandt, Washington County*
- - *Python Add-Ins for ArcGIS- Greta Bernatz, Saint Mary's University of Minnesota*
- - *ArcGIS Online- Kyle Heideman, ProWest and Associates, Inc. (Note- this title might change)*

Afternoon Workshops:

- - *Utilizing mobile applications as part of an enterprise GIS system- Jesse Adams and Kris Johnson- North Point Geographic Solutions*
- - *Leveraging ArcGIS Online- Heather Albrecht, City of Maple Grove*
- - *Understanding Geodatabases- Rebecca Cooper, Rowekamp Associates, Inc.*
- - *ArcGIS Server 10.1 and Beyond- Justin Hansen, WSB & Associates Inc.*
- Ewald is working on getting the registration page up. They plan to have it ready by the end of the week.
- We are planning on broadcasting 2 workshops to Mankato and Duluth: ArcGIS Online and ArcGIS Server 10.1 and Beyond. The plan is to broadcast both to both locations. During registration there will be an option to choose which location (Minneapolis, Mankato, Duluth).

Utilities Ad Hoc (Ben Verbick)

- Did not meet this month, nothing new to report.

Governor's Commendation Ad Hoc (Ben Verbick)

- Did not meet this month, nothing new to report.

MnGeo (Dan Ross)

- No report this month

Statewide Geospatial Advisory Councils (Gerry Sjerven)

- The SWGAC met on March 12, 2014. During the meeting I presented a PowerPoint presentation during the sector updates. It highlighted the dates of the 2014 Conference and Spring Workshops, as well as Networking events and Grant opportunities available from the Consortium. The Council established its guiding principles and member expectations during the January meeting (Guiding Principles) and March meeting (Member Expectations).

Minnesota GIS/LIS Consortium
Treasurers Report for February, 2014
Date of Report: 03/20/2014
Prepared by: Kyle Chester

Account Status as of 02/28/2014

Account	Balance	Description
General Fund	27,132.78	Affinity Checking Account
Reserve Fund	35,122.30	Affinity Savings Account
Accounts Receivable	280.00	Unpaid invoices
Other Assets	4,500.00	Prepaid expenses, Inventory, undeposited funds
Accounts Payable	9,844.48	Unpaid bills
Balance	\$57,190.60	Total Assets
Income	403.75	Conference registration refund
Expenses	923.78	See check detail
Scholarship Fund	\$14,346.62	Affinity savings account
Investment Account	\$30,459.34	As of 03/20/2014.

Treasurer Comments:

- Changed code 8174 to Web Services
- Moved donated funds to scholarship fund
- Moved donated Spring Workshop honorarium into scholarship fund
- Pulled reports for line items that grew by more than 10%
 - Will have a report on this next month

February 2014

	<u>Feb 14</u>
Ordinary Income/Expense	
Income	
4320 · Sponsorship Income	400.00
8042 · Interest Income	3.75
Total Income	<u>403.75</u>
Gross Profit	403.75
Expense	
8041 · Credit Card Charges	5.03
8110 · Meeting Expenses	20.94
8150 · Postage and Delivery	3.87
8173 · Association Management	833.33
8176 · Rent/Storage	4.56
8178 · Telephone	50.00
8212 · Office Supplies/Photocopies	6.05
Total Expense	<u>923.78</u>
Net Ordinary Income	<u>-520.03</u>
Net Income	<u><u>-520.03</u></u>