GIS/LIS Consortium Board
Minutes
January 25, 2002
LMIC, St. Paul, Minnesota

Present: Givens, Foster, Knutson, Kritzky, Laumeyer, Perreault, Sjerven, Yaeger, Yapel, McMaster, Theroux, Dickerson, Craig.

Absent: Verbick, Weisel

Guests: David and Eric Ewald

The meeting was called to order by Chair Kritzky at LMIC – St. Paul, Minnesota at 11:15 a.m.

1. Introductions were made around the table for the two new members who were present, with statements of personal goals or interests for the forthcoming year.
   - Joella Givens- conference chair elect
   - Theresa Foster- Spring workshop chair, for the last time.
   - Dave Yapel- outgoing board member, wants to continue on committees, especially database.
   - Sonia-2002 conference chair, wants more K-12 involvement for us, perhaps a contest
   - Craig Perrault- will continue working on database of membership
   - Annette Theroux- will represent outstate interests, wants to help on newsletter and workshops
   - Don Yeager- still acting as our corporate mail recipient until retirement
   - Gerry Sjerven- still web master, but outgoing board member.
   - Banette Kritzky- will lead us to accomplish the goals from our retreat
   - Charlie Parson- chair-elect will learn from Banette and Catherine Hansen how to be a stellar chair.

2. Banette distributed the new Policy and Procedures Manual, which she created as a result of last years efforts to improve our organization, and reviewed the contents. The board applauded her effort and were most appreciative. The new members were suitably awed and think we maintain an exceptional standard (which we do).

11:45 Thanks to Al’s suggestion, we got back onto the agenda.

The Secretary’s Report: Kritzky reported in absence of Secretary. November minutes aren’t finished but will be soon.

The Treasurer’s Report: Laumeyer reported a new balance of $72,000. We are on hold as to 501-3c status until IRS responds to our request for formalization. This could not be applied for until after membership voted in December. We had about $5,000 of unexpected consultant
expenses, lower than expected attendance at our conference due to the state employees strike, especially lower for workshops. Considering all these factors, we had a good year and should still be able to afford our goals. Joella moved, Pete seconded, treasurer’s report approved.

3. Meeting schedule for the year. Dates were discussed for each month as to days and places. Our goal is for all meetings starting at 10:30 am ending at 2:00.

March 1-Arden Hills
April 12-Dept. of Ag.
May 17-Grand Rapids
June 12 Arden Hills—day before spring wkshps
July-17 TBA or Ewald Consulting
August 15-Bemidji
Sept 13-LOGIS
Oct.no meeting
Nov.8 video conference
Dec. 13-site to be determined in the cities.

Lunch

4. Ewald Presentation. The consultants discussed “Association Management Services” with themselves as “the ultimate outsourcing option”, especially for volunteer development and membership growth. They have an extensive list of potential Corporate office services including database management and phone answering. They have the goal of serving our phone needs with a person who will be trained to answer 75% of incoming calls completely with the knowledge of where to productively forward the other 25%. We were impressed by the potential and will consider it further in the future.

Committee Makeup:
Banette distributed Catherine’s Director’s Planning Report listing committees and duties

2002 committee memberships (from the meeting). (Weisel and Verbick absent):
Scholarship: Suzanne McMaster Dan Ross Chair
Newsletter: Peter Knutson, Annette Theroux, Nancy Rader, Don Yeager Chair
Education and outreach: Joella Givens, Theresa Foster, Banette Kritzky, Suzanne M. Chair
Database: Dave Yapel, Sonia Dickerson (who will do nothing), Craig P, Banette Kritzky Chair
Salary Skills Survey: Givens, Parson, Ross, with Hansen, Verbick co-chairs
Website: Gerry Sjerven and Banette Chair

Subcommittee Reports:
Executive Committee Noted the budget proposal for 2002. Printing is nearly ¼ of our costs. We will try electronic newsletters to those for whom we have e-mail and print fewer copies. Scholarship commitment is fixed at $5,000, in part due to fiscal realities of 2001 and in part to encourage the scholarship committee to fund raise.
2002 fall conference: Volunteers have been solicited with the email responses going to Kris Lund, Sonia doesn’t know who she has at present. Call for papers is going out soon. Opening speaker still up for suggestions. Sonia has made contacts out to 2008 tentatively with an expansion to 4 days. We will discuss the Twin Cities site alternatives and the 4 day in March. Action item: Sonia will give us breakdowns on costs and proposed raises in registration fees. She and Will Craig will seek options for the “cities” involving Ewald as well.

Spring Workshops: Management Company has been hired. June 13, Arden Hills is the site. Theresa hopes to reduce costs. She proposes $150 early registration, $195 late, and an additional $25 for day of. The committee will meet 9 to 12 on Feb. 8. Workshops will be selected, in part based on having topics that are in demand and presentors that are highly rated.

Consortium Management Committee: will reflect on the Ewald presentation. Craig P. promised a database CD in the indeterminate future.

Newsletter: Coming out 3rd Friday in March which is the 15th. A new topic will be developments in other states that Minnesotans should be aware of. Articles sought.

Scholarship Committee: The committee has not met since November. Fund raising awaits the clarification of status from the IRS. It was rumored that Alexandria Technical College may have folded its degree program and therefore might not qualify for a scholarship. Action Item: determine the status of the program at Alexandria and possibly write an article for the newsletter. Concern was expressed by Theroux and Parson about very underqualified instructors offering GIS courses for college credit. Action Item: Will Craig suggested that the committee review the criteria for scholarships.

Website: The membership list is being maintained by Kris Lund at UMD and is being continuously updated. Sharon from the Management Company will get labels as well as a digital copy for her use only, from Kris for Spring workshops. Gerry will update the board membership, addresses, etc. We will post the revised bylaws, agendas, pictures from the conference, and links to education sites, GIS links, Library/data source links. Should we create a statewide vendor list? Concerns raised involved whether this would constitute an endorsement and if so how do we assure competency of the businesses on our list? Could be only list our exhibitors and sponsors from the conference? Will Craig and Suzanna may have a student attempt to create such a list. Should we post articles from other newsletters versus posting links for newsletters. Selected articles have been incorporated into our newsletter as will continue to be published, with permission. We should ask the newsletter sites before adding links. Dakota County was particularly cited as a desirable site.

Governor’s Council Update: Tabled because of time.

Action Items / New Business

Investment Plan: Dan Ross has $3,000 from a donor. Al will put it into a deposit earmarked for scholarships.
Conference Fees: Sonia proposed changes. This year $180/$195, $25/$35 for early/late, student early/student late. She would like to change to $199/$220, $50/$60 respectively. This was tabled for next time when there will be substantiation for needs to raise and impacts of the proposed raises to meet foreseen needs.

Don Yeager alerted us to a new group spawned by DNR waters, to study high resolution DEMs.

Respectfully submitted,
Charlie Parson, Chair-Elect
January 26, 2002