Minutes
Minnesota GIS/LIS Consortium Board of Directors

10:00 am, Friday, February 18, 2005
Mn/DOT Water’s Edge - 1500 W Co Rd B-2, Roseville, MN 55113

Present:
David Bauer, Secretary
Joella Givens, Chair
Dave Gorg, Private Sector
Chad Martini, At-Large
Martin Mitchell, Higher Education
Annette Theroux, Chair Elect
Sally Wakefield, Conference Chair
Banette Kritzky- Scholarship Committee Chair
Gerry Sjerven- Webmaster

Absent:
Steve Benson, State Government
Monica Gerberding, Conference Chair Elect
Tim Loesch, Treasurer
Lonnie Meinke, Local Government
Becky Blue, Past Chair
Will Craig, Governor’s Council Ex Officio
Nancy Rader, LMIC Ex Officio
Blaine Hackett, Outreach Committee Chair
Bill Marken- Professional Development Committee Chair
Don Yaeger, Newsletter Committee Chair

Call to Order: 10:04 am

AGENDA

Approval of Agenda (Givens)
Motion: Approve revised agenda (Bauer, Gorg) Approved

Secretary’s Report (Bauer)
Motion: Approve the minutes of January 14, 2005 and annual meeting at 2004 GIS/LIS Consortium with minor changes. (Martini, Mitchell) Approved

Treasurer’s Report (Givens)
Loesch could not attend and submitted a written report, as well as discussion items.
Peterson and Company has done the consortium taxes in the past and Loesch recommends them to do the 2004 taxes.

Motion: Hire Peterson and Company to work with Ewald and Loesch to file the MN GIS/LIS Consortium 2004 taxes. (Wakefield, Mitchell) Approved
In his report, Loesch raised concern over having just one member of the Board with the ability to sign checks. According to the IRS, we are at risk of losing any money we have in our accounts if something tragic happened to the treasurer. Givens and Loesch suggested that the current chair be added as a signer.

**Motion:** The Board Chair will be added as a signer each year to the MN GIS/LIS Consortium Accounts. (Mitchell, Wakefield) Failed for lack of a vote

In the discussion, Theroux and Givens remembered that this had come up a few years ago and that the policy was changed then. Givens will look through the policy manual to confirm.

In his report about the association audit, Loesch had a question about mileage reimbursement. $1269 was spent on mileage reimbursement in 2004. Loesch pointed out rules governing non-profit organization and mileage claims. Discussion occurred about who made claims in 2004 and rates and caps that are in place. Givens will ask Loesch to follow up with research into a cap (250 vs 500 miles) and how much of $1269 was spent on presenters at training sessions.

**ACTION ITEMS / NEW BUSINESS**

**Meeting Locations for 2005 (Givens)**
By consensus, the Board decided to host most meetings at MN/DOT’s Waters Edge facility in Roseville thanks to it’s video conferencing abilities to other portions of the state. Wakefield will provide Sjerven with text to place on the web informing members that meetings are open.

**Web Site Update (Sjerven)**
Sjerven gave the Board a presentation on the features of the Consortium web site, including past feature and new changes. The Board was very appreciative. He felt the current server service was meeting our needs at a fair price.

Sjerven will make sure that the treasurer is switched from Laumeyer to Loesch for billing purposes. Some costs are easier for Sjerven to pay out of pocket and seek reimbursement.

The E-announcement gets sent successfully to 1,000 people. About 200 address produce some sort of problem. He keeps them on the list for a few months and will delete them after that. The E-announcement is sent in as broad a format as possible to reach the most email programs.

The on-line newsletter is working well, but he has received feedback requesting one hardcopy available each year. Sjerven suggested having copies at the annual conference.

**LMIC Support Letter (Givens)**
Craig and Givens drafted a letter in support of restoring LMIC’s proposed budget. The Board read through the letter and discussed it. Givens stated she will not print the letter of sign it using MN/DOT resources. She will do it at our Consortium office through Ewald Associates.

**Motion:** Givens is directed to proceed with minor changes to the letter, sending it to the governor and the finance committee to inform them of the Minnesota GIS/LIS Consortium's Position on the proposed cuts to LMIC. (Gorg, Theroux) Approved
Gerry will post the letter on the web site with the previous E-announcement.

**IFSAR and LiDAR DEM seminar (Gorg)**
The Western Great Lakes Region of the American Society of Photogrammetry and Remote Sensing is announcing a free seminar on building a state-wide DEM (digital elevation model). Vendors and Researchers will be speaking. Limited to 50 attendees and hosted at LMIC on Feb 25, 9:00 – noon.

**GPS Mapping Seminar (Wakefield)**
Kunde Company is hosting a GPS mapping seminar on February 22. The seminar is free and will be at a St. Paul location to be announced.

**MnSCU GIS license issue (Mitchell)**
MnSCU, the organization that administers the state college and university system, is considering a proposed drop in MnSCU-wide ESRI product licensing. Instead, individual schools will have to pay for the license at a rate of $25,000. Mitchell asked the board to send a letter to the Chancellor of MnSCU urging the administration to reconsider this waste. Mitchell will draft a letter and send to the Board to review in March.

**Scholarship Committee (Kritzky)**
The scholarship committee presented a new plan for awarding high education scholarships at the annual conference. There were 6 changes proposed (summarized):
1. Add focused GIS program as an additional criteria for qualifying schools, bringing the eligible schools to 11 with the addition of Mankato and UMD;
2. Allow each school to choose one winner which would receive a “scholarship award” of free conference registration and a chance to compete in the presentation contest;
3. Give cash scholarships to winners of three categories as follows: one for the best poster presentation from Associates program; two for best oral presentation from Bachelor programs, and one for best oral presentation from Graduate program;
4. Special session track for oral presentations at conference;
5. Total dollar amount not to exceed $5,000; and
6. Lower registration for students to $50.

Motion: Approve points 1, 2, 3, and 5 as stated here [NEED EXACT TEXT], being aware that minor changes will be needed. (Givens, Martini) Approved

Wakefield will take points 4 and 6 under consideration while planning the conference.

**COMMITTEE SUMMARY REPORTS**

**Conference Committee (Wakefield)**
Budgets will be presented in March. The Committee is looking for suggestions for an opening speaker. SARC is opening a conference center, and all workshops could be located there. Theroux suggested holding a silent action.

**Professional Development Committee (Givens)**
Marken submitted a report. The committee will meet before the March meeting. Eight people are certified in the use GIS in Minnesota.
Education Committee (Wakefield)
Education Committee will meet on Thursday, February 24th at Ewald Associate.

Database Committee (Kritzky)
Kritzky was the only member present at today’s meeting.

Newsletter Committee (Givens)
Articles due on March 1, 2005.

Governor’s Council (Wakefield)
There will be a teleconferenced meeting on March 23, 2005.

Adjourn at 12:15 (Theroux, Mitchell) Approved