Attendees:
Sarah Schrader – Secretary
Chad Martini – Board Chair-elect
Jane Mueller – Local Government
Tim Loesch - Treasurer
Joella Givens – Past Chair, Ex-Officio
Will Craig – Governor’s Council, Ex-Officio
Fei Yuan – Higher Education
Nancy Rader – LMIC, Ex-Officio
Dave Gorg – Private Sector
Banette Kritzky – Scholarship/Database Committee Chair
Rebecca Foster – Conference Chair-elect
Steve Benson – State Government (via conference call)

Call to Order: 10:05am
AGENDA ITEMS

1. Approval of Agenda – Martini
   *Motion to approve the agenda with the requested additions
   ** (Gorg/Craig) Motion carried.

2. Secretary’s Report – Schrader
   Craig – Request that all motions taken by the Board via email be incorporated in the meeting
   minutes. Request that the online voting regarding the Lifetime Achievement Award nomination be
   added to the July Board Meeting Minutes.
   *Motion to approve the meeting minutes with the addition of the e-vote for the Lifetime
   Achievement Award Nomination
   ** (Craig/Loesch) Motion carried.

3. Treasurer’s Report – Loesch
   Review distributed Treasurer’s Report.
   Board members should let Tim know of any anticipated bills so that a check can be issued promptly.

   Scholarship Committee: Discuss scholarship policy with Tim; whether it is an endowment that
   grows or an annual fixed amount that gets spent. Further research this issue.

   MetroGIS forum: Payments still have not all come in but anticipate breaking even with this event.
   Overall, this event was well attended worth having the Consortium co-sponsor.

   *Motion to approve the Treasurer’s Report
   ** (Craig/Martini) Motion approved.

4. Additional Committee Reports – Committee Chairs
   • Database – Kritzky
After the fall conference, committee plans to pull stats from the database regarding conference attendance and members. The committee is also searching for historical information regarding committee members and Chairs. Once compiled, this information will be available for members to use as documentation for GISP Certification and other professional development opportunities. The Database committee is looking for volunteers to help compile this information.

Givens: Work together with Banette to help update the member database information after the mailing of the preliminary program.

Foster: Put together an e-announcement to send out to Consortium members.

- Scholarship Committee – Kritzky
  Scholarship winners attending the conference will receive special ribbons to wear on their name tag to better identify them as a scholarship winner. Scholarship committee members will also have similar ribbons on their name tags for easier recognition in case a scholarship winner has any questions.
  Committee plans to look at pre-selling raffle tickets at next year’s conference.

- Conference Committee – Foster
  Fei has been approached by many students asking her if they can volunteer at the fall conference. Coordinate conference volunteers (student moderators etc) through Heidi Gaedy.

- Governor’s Council – Will Craig
  Chad will soon take Annette’s place as the Consortium Ex-Officio to sit in on the Governor’s Council meetings. The transition will happen this fall.

- Conference Entertainment – Martini
  There will be commemorative beer glasses for sale at the Beer Tasting/Silent Auction event with the new Consortium logo and possibly date and conference location information.

**Action Items/New Business**

1. **Board Insurance** – Loesch
   Review distributed information.
   Should add some language to the policy manual regarding what has been done/not done in the past for Board Insurance. Review current insurance information to ensure the Consortium is covered for all events sponsored throughout the year.

   Banette, Tim, & Chad: Compile information to be added to the policy manual regarding Board Insurance and bring it to the Board for review.

   Steve: Research the legal issues and insurance liabilities for hosting a beer tasting event.

2. **Conference Update** – Foster
   Beginning Programming 9.1, Intermediate Programming 9.1, and Geospatial Programming with Python, are the three most popular workshops so far.

   Five (5) volunteers are needed to help the night of the silent auction.
   So far, there are about 13 donated items for the silent auction:
   Homebrewed beer – Steve Benson, Duck decoys – Tim Loesch, One (1) admittance to a GPS class – MN DNR, One (1) admittance to an Intro to ArcMap class – MN DNR, “Northern Minnesota”

The website will be revised to indicate the Consortium’s non-profit status. Tim recently renewed this and has documentation that may be included on the website. When people make donations to the Consortium, they can now be assured that they are tax deductible.

Six (6) booths are left to sell as of Aug. 19th. Booth rates are $650 for the early-bird, and $750 for later registration. Academic and non-profit booths are charged a lower fee.

Joella is working on putting together certificates of completion for the conference workshop attendees. These certificates can then be used by members as documentation of training for professional development hours and/or GISP Certification.

3. Conference Booth Sign-up – Martini
Each Board member should sign up for at least one shift at the booth. A Board member HAS to be present at the booth at all times! If times cannot be filled by current Board members, past Board members will be asked to volunteer at the booth as well.

Martini: Send out the Board booth sign-up list via email to Board members

4. Website Update – Martini
Review distributed information from Gerry Sjerven.

- New e-announcement format will be ready soon.
- New automated method for job posting should be ready soon.
- New layout for the newsletter will be coming out in about a week.
- New website is up and running. Some issues with broken links and old information but a good start with it so far.

5. Conference Registration for Recipient of Lifetime Achievement Award - Craig
For the Lifetime Achievement winners, after they retire from full-time work, they receive free conference registration for life. In the past however, Lifetime Achievement Award winners have had to pay their conference registration fees for the year in which they received the Lifetime award.

*Motion to give the Lifetime Achievement Award winner free conference registration to the conference at which they are receiving the award.
** (Craig/Martini) Motion carried.

6. Nationwide GPS Differential Network Program - Gorg
Congress is threatening to cut the Nationwide GPS differential network program. Currently looking for examples of how this program has benefited our members throughout the state and bordering communities/states.

Gorg: Compile a request for an e-announcement, a newsletter article, and also send an email to the users group contacts throughout the state and ask for member input.
Meeting adjourned: 12:03pm
Awards Committee  
Committee Chair: Will Craig  
- Polaris (Cialek, Givens, Lime) and Lifetime (Bauer) award recipients have been notified and are very happy.  
- Text has been created for the website, but post has been delayed. This same text is being used in the conference program. A reduced version is going into the newsletter, along with links to the website. Presenters have been assigned.  
- Yaeger is ordering the plaques. Two outstanding issues:  
  o need for photos from recipients for the ceremony, website, etc.  
  o invitations for their employers to attend the ceremony

Conference Committee Report  
Committee Chair: Sally Wakefield  
- The conference is moving ahead at full steam! Registration is open and folks are signing up (26 at the time of this writing – not bad for the first week). Speakers are confirmed, awardees’ have been decided upon and food and entertainment is lined up! Again there are 7 full tracks of sessions, including a student and “product” track. A full slate of workshops is being offered, including an expanded offering of “hands-on” workshops (thanks to HP provided laptops). Committee members have been working hard, and as we frequently hear – but maybe not often enough, this couldn’t happen without all the great help and committed support of committee chairs and members.  
- Stuff we are still working on includes:  
  - signing up and coordinating volunteers - including moderators  
  - consortium booth specifics (please let me know your ideas, does someone want to take charge of this?) and shifts  
  - the onsite program is in production  
  - Wednesday night social hour details are being nailed down  
  - Filling the exhibit hall (currently 6 open booths) – please help if possible  
  - Silent/Live Auction – please help solicit donations!!!!!!!!!!!  
  - Beer glass ordering, raffle ticket designing and signage production are all in the works  
- I am confident that this will be a successful and profitable conference. The website looks great, registration seems to be working well and Ewald staff has been very responsive. I’m getting exited! Please feel free to send me any questions, suggestions, anything but complaints and I’ll respond promptly (ok, you can send me those too – but no prompt response guaranteed!).

Database Committee  
Committee Chair: Banette Kritzky  
- No report
Education Committee Report
Committee Chair: Sally Wakefield
- No report

Newsletter Committee
Committee Chair: Don Yaeger
- The final edits will be done this week and shipped to Gerry. The newsletter should be up by the end of the month.

Nominations Committee
Committee Chair: Annette Theroux
- No report.

Policy Manual Committee
Committee Chair: Banette Kritzky
- No report.

Professional Development Committee
Committee Chair: Jane Mueller
- No report.

Scholarship Committee
Committee Chair: Banette Kritzky
- Abstracts and bios have been received from just about all students - only a couple abstracts still outstanding. These will be included in the final Conference program.

- Competition - Undergrads will compete Thurs afternoon from 1:30 - 5:00; poster competition details have not been finalized, but will probably occur over the Vendor Reception; graduate competition will be Friday morning from 8:30 - 10:00. Chad has volunteered to print out the BIG checks for presentation purposes, and Tim - don't forget the checkbook as we'll have 3 checks to write Friday morning, once the winners have been identified.

- Reminder - all Board members are responsible for selling Scholarship Raffle Tickets - so get your "sales pitch" ready!! As soon as I receive them from Ewald, we'll begin distributing to Board members (most likely at the Conference).

- If anyone is interested in helping judge, please let me know. Paul Olson, DNR - Grand Rapids, has contacted me about judging a portion of the competitions, and I will be following up with him on specifics.

Web Committee
Committee Chair: Annette Theroux
- The new website is up and running. Gerry Sjerven is checking on the functionality and tweaking as needed.
- Conference registration is on the website and the membership database has been loaded.
Minnesota Governor’s Council on Geographic Information
Representative: Will Craig

- Two commendation awards are being made this year: one for Firewise in the Classroom and one for preservation of the historic GLO plat maps. Both have made significant contributions to the state.
- Two new working groups are planned for next year. A new Wetland Subcommittee will operate under the Hydrology Committee. A new Digital Elevation (sub)committee is also planned. These ideas will be brought to the 1st Council meeting, scheduled for September 20 in St. Paul.
- Four new Council members will be serving: David Berrisford, Mn Dept. of Public Safety; Jeff Bloomquist, USDA Farm Services Agency; Jeff Grussing, Great River Energy; and Sally Wakefield, 1000 Friends of Minnesota.

LMIC
Representative: Nancy Rader

- No report
The Consortium’s account is looking good with 15K in the checking account as of July 31st. This is a $5,000 above last years balance at this time. Conference related activities have picked up a bit and will continue to do so over the next two months. The Scholarship fund is stable and equivalent to this time last year. The Reserve fund contains $10,000 and based on last years spending trends it appears that we will be able to carry this forward into ’07 without having to tap into the fund.

Almost $10,000 worth of checks was written in July with much of this related to current and future conference activities. This includes reservation payments to the May Civic Center and the Duluth conference center.

Please let me know of any anticipated bills to be paid as soon as you know approximately how much the bills will be. This helps me plan my trips to Ewald and also to keep on top of our bottom line.

GIS/LIS Consortium Balance Sheet July 31st

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<th>July 31, 2006</th>
<th>July 31, 2005</th>
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<td>General Fund</td>
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GIS/LIS Consortium Check Register for July

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<th>Payee</th>
<th>Amount</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td>Ewald Consulting</td>
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<td>Monthly Management Fees</td>
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<td>$6000.00</td>
<td>Conference Management Fees</td>
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<td>$50.00</td>
<td>Telephone and supplies</td>
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<td>May Civic Center</td>
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<td>2007 – Conference Reservation</td>
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<td>Duluth Entertainment Center</td>
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</tr>
</tbody>
</table>

For a full listing of the Checks written in June, or any other financial reports contact Tim Loesch at tim.loesch@dnr.state.mn.us.

Does the GIS/LIS Consortium need Insurance?
I had a nice chat with Eric Ewald this week about association insurance and the GIS/LIS consortium. It was very informative and I learned a bit about the needs of our organization.

There are two types of insurance that Associations such as the GIS/LIS Consortium typically needs. The first is “Directors and Officers Insurance” and the second is a “General Liability Binder” for events that we hold such as the Workshops or the Fall Conference.
**Directors and Officers Insurance**
Directors and Officers Insurance is issued to associations to protect the Board members and the Consortium itself in the event of a lawsuit from an outside party. Eric stated that the number one source of liability for Associations is employment and the second are Anti-Trade/Anti-trust suits that are generally filed by a business or vendor.

In evaluating the GIS/LIS Consortium’s risk, Eric said that we fall on the very far end of the low risk category. This is because we don’t have any employees. We hire EWald to handle the general management activities of the Consortium and they have insurance to protect them against those types of lawsuits. Typically this type of insurance covers legal fees and Eric estimated that we would probably pay somewhere in the $2-$3k range for a years worth of insurance based on his experience with other clients they have represented.

**General Liability Binders**
General Liability Binders are used to protect the Consortium against suits from people who injure themselves at an event sponsored by GIS/LIS. These are generally temporary binders that we are required to have by the conference centers that we work with for the Fall Conference. We have worked through EWald in the past.