I. Call to order

   Motion to approve agenda. Studtmann/Hovi. Motion to approve committee Reports. Studtmann/Hovi.

   Motions carried.

Sjerven

Done 9:45 am Sjerven

II. Roll call

   Introductions of Existing, Incoming and outgoing representatives.

   Done Sjerven

III. Approval of Meeting Agenda & Committee Reports

Sjerven

IV. Review action items & Approval of minutes from last meeting

Sperduto

FINANCIAL

From September: ACTION: Tim will work with Amanda and Scott to get these funds (Bank to investment) moved and the current account closed. *Complete as of 02/15/2018.

OTHER
• From January: **ACTION:** (Tami, Eric, Leah) more research on cost options and proposals to submit. Bring proposal to February meeting with estimates/demos etc. *Getting information from RamTech and ESRI. Dan Falbo is gathering information for group from ESRI.*

• From January: **ACTION:** All Board Members: Get Conflict of Interest forms to Gerry *Completed*

Motion to approve January minutes. Loesch/Thomas. Motion carried.

V. Review & Approval of January’s Treasurer’s report

- Tim Reviewed January Treasurer’s report.

- Discussion about utilizing the funds available to further advance goals of the consortium. Perhaps enhance training enhancements.

- Discussion/clarification: What is the use of the “investment fund”? …Was established about 6 years ago to be a protected investment from utilization for unintended use. There was a conference in history that drained the funds and the scholarship fund was utilized to make the consortium solvent. The investment account has been maintained to create a “backup” fund for any needs that may arise to keep the scholarship separate and serve the ultimate purpose of supporting students/teachers/etc. with scholarship. Will continue to grow it to ultimate goal of $100,000; while maintaining contributions to the Education fund (aka Scholarship).

Motion to accept January Treasurer’s Reports considering adjustment to date correction. Mayer/Stovern. Motion carried.

VI. Open Issues/New business (Adjust Items to accommodate Spring Workshop at 11am)

a) Conference Committee Update

- Reviewed Conference Committee updates

- Discussion about comfort level with the aggressive schedule primarily driven by Ewald. Jared is going to review with Conference Committee members to discover if this is do-able or if we should talk to Ashley about giving more flexibility. Specifically, June 29th deadline is a really tight deadline.

- Darryl is proposing a different approach to user group forums this year. As a more informal forum.

b) Future Conference Committee (Conference Location 2019-20)

- Gerry is working with Ashley on getting Bemidji in 2020 and St. Cloud for 2019.

- Perhaps 2021 and 2022 we have Rochester in mind.

c) Education Committee Budget

Freeburg
Scott reviewed the Education Budget. Pointing out the comparison between 2017 and 2018. Many line items have been added since 2017 with the increased accounting for the Education committee.

Briefly explained education committee background.

Changes: change server to ‘serve’ line 28 in 2018 tab. Remove $500 placeholder in line 29 for “distinguished educator placeholder”; this is covered by the new line items in the “Budget for Distinguished Educator Award”.

Motion to approve budget per changes (removing the $500). Sjerven/Nerge. Motion Carried.

d) Spring Workshop Update and Budget Approval (11am)

Len and Becca reviewed Spring Workshop committee update.

Reviewed budget

General Discussion: Generally excitement to explore web ex (remote) sessions.

Len: question about AWS, excited about the possibility to explore this as an option to possibly offer more options for workshops.

Gerry: perhaps someone from spring workshops committee can join conference committee to help with communication regarding workshops.

Discussion: Is there a value in increasing the cost of workshops? General consensus is that it is not intended to make money on this; however, if we do move forward with AWS and other methods to improve workshops and the outcomes are good, it would not be unreasonable to try to recover some of those costs via workshops cost; perhaps we can add questions regarding value of these types of technologies to the evaluations given to students and instructors of the workshops.

Motion to approve budget for Spring Workshops 2018. Smith/Stovern. Motion Carried.

e) Website Update

Gerry is working with Nikki on pane-views for website, but may go outside the “norm” so more cost is predicted if we go with that.

Website committee working with the board will work together to make content.

Motion to approve the $285 expense for YourMembership to work with Ewald to start working on these proposed updates with mock-ups. Sperduto/Stovern. Motion carried.

f) Amazon Web Services (11:30 am?)

Tami and Eric reviewed the research with the consortium.
• Discussion on what the pros and cons are, Conflict of Interest: generally, Board seems ok with moving forward working with RAMTech to work on moving this forward in the near future since we are still in ‘Testing’ phase of this concept.

• Board Recommendation: Continue the Ad-Hoc committee and move forward to investigate what it will take to use AWS, adding Jason to committee. Also OK to add Kim Sundeen as a member to assist in process.

g) Event Grant Review – follow-up and next steps  

Sjerven

• What happens when event grant comes in? Currently, it goes to the appropriate members, and then is reviewed; need to know ‘what’s next’. Proposed that someone volunteer to write up a proposed verbiage to add to the policy regarding the length of time before event for submittal; as well as the mention of the monetary amount not being modified. Perhaps a suggested breakdown of what the budget should “look like” to them.

• ACTION: Tonya and Scott are going to begin this process with Gerry assisting; of writing a proposal for using in the policy to identify Event Grant policy.

h) MSPS (Surveyors) Annual Meeting Recap  

Hovi

• Reviewed the happenings from the event.

• Jane’s attendance helps bridge the gap between GIS and surveyors. This type of ambassadorship is appreciated.

i) UMGEOCON 2018 Update  

Sjerven/Freburg

• May 23, 24 in LaCrosse Tues-Wed. Enouncement went out. Week after workshops. Dan Ross is one of the speakers.

j) GIS Networking & Career Fair at UMN Recap  

Thomas/Smith

• Received some referrals

• Need a sign for using at events like this. Further discussion proposed for afternoon retreat meeting.

• ACTION: Zeb and Peter will work together to establish needs for Event “Materials” needed.

k) Consortium Board involvement with NSGIC  

Ross/Sjerven

• Dan Ross discussed current and historic involvement of Consortium.

• Is there anyone who would like to participate in the NSGIC from the Consortium?

• Gerry would like help steering a course for participation. Do we appoint someone from the board or ask for nominations, etc. Asking for an Ad-Hoc Committee.

• Opportunities are: (Dan) to attend the national conference, there is NextGen911, membership (if interested), Local Government, sharing best practices, sharing knowledge, networking opportunities.
• Discuss the possibility of forming a Grant to facilitate in providing a process that would help identify who could go (applicant or nomination process).

  • ACTION: Ryan and Tim will work with Gerry and Dan - will work together (similar to MNGAC) to devise a plan/suggested mechanism to setup appointment for this process. Keeping in mind the need to define new roles/appointments for policy before September.

l) Consortium Board involvement with MNGAC  
  • Gerry: would like to reach out and ask for discussion regarding participation from a board member to represent the consortium. Initially, would like someone to come forward and write up a request or formal process to establish that representation.  
  • ACTION: (Ad-Hoc MNGAC) Ryan will work with Tim and John Nerge and will work on writing up a formal process as a proposal to establish future representation on MNGAC. The GAC expects MN GIS/LIS to have a member from the board as a representative. Keeping in mind the need to define new roles/appointments for policy before September.

m) Policy Manual Changes  
  • Discussion from Scott on general updates that may come in the upcoming year of possible changes coming. Gerry will continue to work with Jane to enhance verbiage in policy regarding compensation to give clear direction to future members who may not know what direction to go in.  
  • ACTION: Gerry, Jane, Ryan, Jared, Aaron, Jason; will work to develop some verbiage to further clarify when, who, how, why compensation is made to be added to the policy.

n) Insurance  
  • Current Insurance is on a one-year; Scott is working with West Bend Insurance to see if we can get a 3-year to help with transitions between consortium members. Likely will do via e-vote once all information is gathered.

  • Purpose of Board and Officer positions insurance; this insurance is designed to protect board members. Approximately $1000/year.

o) Discussion on Shirts  
  • Next year have a logo competition and the winning logo is used on shirts and mugs

  • Conference logo themed shirts kind of make them a collector like the mugs, order a very limited number.

  • Consortium logo shirts discussion of where the money to pay for them comes from. Conference Budget or General Board Budget.

  • Jared will move forward with the conference themed shirts. No polos to be order. Will see what dry-fit shirts will run instead of cotton. $2,000 budget item in conference budget.
p) Conference Budget
   • Jared reviewed and explained the conference budget from Google Docs.
   • Proposed numbers based on previous Duluth conference years, and awaiting contracts for more concrete numbers. Digital program will help defer costs. Facilities are solid and locked in now.
   
   *Motion to approve current Conference Budget 2018. Sjerven/Mayer. Motion carried.*

q) General Ops Budget
   • General fund balance is at $76,571; Budget planning for some items is difficult
   • Networking budget items food services, curling, and spring workshop networking events possible at all 3 sites.
   • $2,000 proposed budget for networking.
   
   *Budget Approval motion by Gerry seconded by Ryan. Motion carried*

r) Ewald Contract talks
   • Gerry has reached out to Bill at Ewald to start talks about the next contract. Current contract runs until end of May.
   • March 15th @1pm meeting with Bill

Adjournment

   *Motion to adjourn the meeting. Tanya/Peter. Motion carried. Adjourned.*

Committee Business Summary Reports (Review Members and Activity in February)

a) Awards
   • Mark Kotz

b) Communication
   • Mike Dolbow

c) Conference
   • Jared Hovi

d) Database & Website
   • Gerry Sjerven

e) Education
   • Stacey Stark/Scott Freburg/Jason Menard

f) Executive
   • Scott Freburg/ Gerry Sjerven

g) Finance
   • Tim Loesch

h) Future Conference
   • Ryan Stovern/Gerry Sjerven
i) Networking Zeb Thomas

j) Spring Workshops Len Kne

k) Ad Hoc, WLIA Ryan Stovern

l) Ad Hoc, Annual Membership xxx Freburg