

Minutes

Thursday, May 21, 2009
10:00 AM

MAGIP Board of Directors

- Idea: retreat for Board
 - Talk about roles
 - Talk in-depth of what we can accomplish this year
 - Set up a MAGIP work plan (that can be re-visited in the future)
 - Set goals
 - Prioritize goals
 - Strengthen "professional" organization
 - Marketing
 - Conference ideas
 - Create a better conference proceedings
 - Collect ppts from all presenters
 - ◆ "you get your truffles when you give us your presentation"
 - How do we get to all those people that are not 'typically' involved
 - Need mentoring/networking focus
 - Scope and responsibilities for standing committees
 - Scope and responsibilities for ALL board members / positions
 - Value of membership - what does it mean to be a MAGIP member?
 - Timing
 - Shooting for late July or early Aug
 - Weekday
 - Location
 - Lubrecht
 - Yellow Bay
 - Where is central to Kalispell
 - Use doodle.com to select dates
- Incoming VP is always the parliamentarian
- Several things we need to review per the bylaws
 - 4-5 things that should be changed in the bylaws
 - Think need whole membership's approval for changes
 - Determine which issues need to be changed in bylaws or just set as SOP
- MontanaView
 - Consortium of 8 organizations, want to have MAGIP representation
 - Provides a variety of funding \$s
 - Imagery (free and discount) from AmericaView
 - Van has been representative - does rep have to be a Board member? I don't think so
 - Van can continue, as he is there anyways
 - Linda interested in being rep
 - Linda will be new MAGIP BOD rep to MontanaView
- MLIAC board rep
 - Mike and Ken - terms are up
 - Appointed by the governor
 - Does not have to be a MAGIP BOD member (or even a MAGIP member - needs to be a member of

- any MT professional geographic organization - URISA might count)
- Board thought it would be a good idea to have president and past president apply to be board rep
- ALSO, the MLIAC appoints one of their members to our board - this likely won't happen for several months as the MLIAC members are being re-appointed currently
- To address in bylaws:
 - May want to address in the bylaws... non-elected positions (committee chairs) have been problematic to fill
 - Maybe have those 3 board members be elected to board and then appointed to committee chair within the board
 - May need to build an extension to the term of a BD member from MLIAC so we don't get stuck without a board member in the transition (like the situation we're in now where we've lost Evan Hammer and he won't be replaced from the MLIAC for several months)
- Technical committee chair - Michael will stick around for the interim...
- I think there are 2 larger issues that the entire board/community is facing that are underlying the issue that we are having problems filling the committee chairmanships...
 - Lack of involvement by larger GIS community
 - Lack of definition of roles (maybe roles need to be shifted around within the committees, etc)
- Janet's duties
 - Prepare and manage MAGIP roster
 - Provide members with GISP documentation (proof that a person was at conference, made a presentation, am a member, etc)
 - Assist various committee chairs as needed
 - e.g. collect scholarship items, etc
 - Often contact point for members
 - Conference assistance
 - Facilitate meetings/strategic planning/etc
 - She is busy in her professional life - we need to be aware of what we are asking of her
 - More interested in policy, organization, facilitation, etc rather than secretarial duties
- Dues
 - Erin's opinions - keep dues
 - Need to define this for our members
 - In past conference, dues were incorporated in conference reg.
 - Keep dues separate from conference and maybe get a discount as a member
 - Except that people wanted a way for their business to pay for membership because the company can pay for conf fees, but not membership fees
 - 3 issues from members
 - First, "I thought my dues were included in my conference fees"
 - ◆ So didn't know if they were members or not
 - Second, people pay at all different times
 - ◆ Need to develop an ongoing membership process
 - ◆ Cycle is not necessarily the best way to go - people don't renew their dues unless they are going to lose something
 - ◆ Can look at other organizations and how they handle this - there are lots of professional organizations out there that have to deal with this
 - Third, what does it mean to be a member? Where does my money go to?
 - ◆ This is very important
 - ◆ Value of the organization to me as a professional
 - ◆ What do I get out of being a member - discounts on training/conferences/etc
 - Money is an issue

- There are few/no budgets within MAGIP - need to improve this
 - Need to give people something to loose/something to gain
 - More things 'behind' the wall within a members-only area in the web site
 - Idea to have a membership chair?
 - Maybe we need to have more of a philanthropy approach
- There is a sense that soooo much can be addressed through new web presence - don't take this for granted!!
- GIS Summit review
 - From Spring 09 and conference 08
 - Things to address and how
 - Prioritization
 - Good practice to always have a MAGIP review/summit at conferences/tech sessions
 - Also give an update of what was discussed last time
 - What we've gotten done
 - What is yet to do and priorities
- Web presence
 - Look at Nat's doc
 - Get/keep people engaged
 - Growing list of ideas for needs
 - Do a design process
 - Put out an RFI to get back some info and pricing, etc...
 - Come up with design and then RFP
 - Need to modularize
 - How do we put out the RFP
 - Put it out to the listserv to solicit proposals
 - Core needs
 - Social networking concepts
 - Integrated membership db & mgmt tools
 - Membership
 - Conference registration
 - Etc
 - Marketing
 - Consistent branding across all media
 - ◆ Web, brochure, letterhead, etc
 - Maintain/update/re-organize current info so it is accessible
 - Existing site is not very user friendly - hard to navigate
 - Public vs members-only
 - Resumes, but not notified that a new resume has been posted
 - 3 sections for web site (see doc prepared by Nat)
 - Wiki
 - Resource center
 - Functionality
 - ◆ Added to Nat's list:
 - ◇ Merchant account vs periodic account / issue of how to take payments
 - Think another committee be created to work side-by-side with web presence and other committees - to focus on BRANDING
 - To coordinate between all committees to ensure the message is consistent across the full specrum of activities for MAGIP
 - Look at MT non-profit association
 - Provides discounts for web services
 - Info about marketing, etc

- Liability insurance, etc
 - ◆ Janet look into this
 - ◆ \$800 for coverage for all board members (and others?)
 - We would join as a member
 - The listserve has been the social network for MAGIP thus far - how can we expand this
 - Huge percentage of new businesses coming off of social networking
 - Should think about this as a social networking process, not just web site
 - Do we need to hire a webmaster?
 - Would that person also manage other administrative support?
 - Currently Catherine Love and/or Gerry Daumiller - volunteers
 - Would it be the
- Erin G. will head the Branding committee
 - Vector has been passed to Nat

MAGIP Board of Directors Meeting Attendance Form

Kris Larson	Y
Erin Geraghty	Y
Doug Burreson	No
Lee Macholz	ON PHONE
Tony Thatcher	Y
Bryant Ralston	Y
Michael Fashoway	Y
Van Shelhamer	Y
Evan Hammer	No
Nat Carter	Y
Patricia Williams	ON PHONE
Janet Cornish	Y
Linda Vance	Y
Mindy Cochran	Y
Diane Papineau	Y
Stuart Challendar	Y

Others in attendance:
Allen Armstrong, Gallatin County

#1 Agenda

Thursday, May 07, 2009
11:19 AM

**Montana Association of Geographic Information Professionals
May 21, 2009
The Montana Capitol Building
1301 East 6th Avenue, Helena, Montana
Meeting Room 152
9:30am – 3:00pm/Lunch Provided**

9:30 – 9:45am	Welcome & Introduction
9:45 – 10:30	MAGIP BOD Misc <ul style="list-style-type: none">- Responsibilities- Predecessor Review- Retreat- Parliamentarian- MAGIP Work plan- MAGIP BOD Representation<ul style="list-style-type: none">o Montana Land Information Advisory Councilo MontanaView- Janet's duties
10:30 – 11:00am	Membership <ul style="list-style-type: none">- Dues- Summit Review
11:00 – 11:30am	MAGIP Web Presence <ul style="list-style-type: none">- Subcommittee Report
11:30 – 12:30am	Financial <ul style="list-style-type: none">- Treasurer's Report- Taxes- MAGIP Annual Budget- Subcommittee's Budgets- Conference
11:30 – 12:00am	Technical Committee Report <ul style="list-style-type: none">- Fall Tech Session
12:00 – 12:30am	Education Committee Report
12:30 – 1:30pm	<i>Lunch in the Capitol Rotunda – provided for BOD and invited guests</i>
1:30 – 2:00pm	Professional Development Committee Report <ul style="list-style-type: none">- Vector- Budget- Speakers- Sessions/Tracks- etc
2:00 – 2:30pm	MAGIP Fun
2:30 – 3:00pm	Set next meeting / wrap up
3:00 pm	Adjourn

#2 Web Committee - Report

Thursday, May 21, 2009
9:15 AM

MAGIP – www.magip.org

Web Presence Committee Report

May 20th, 2009

The Board of Directors (BOD) established and tasked the web presence committee in November 2008 to determine what MAGIP.org needs to become to best benefit its members and BOD. This is a summary of discussions and ideas gathered from the MAGIP community. This summary should be used by the BOD to prioritize the needs, should haves, and love to haves in order to better define a RFP to be distributed via the MAGIP listserv.

Some core needs are:

1. Social networking concepts to keep the members engaged with the BOD and rest of community
2. Integrated Membership database and management tools to be used for magip@lists.mt.gov, conference registration, & contacts
3. Consistent branding across all MAGIP media; web, flyers, The Vector, letter head, etc.
4. Maintain, update, and reorganize current information for better navigation
5. Emphasize what it means to be a MAGIP member

Some concepts identified are:

wiki

- A **wiki** is a collection of Web pages designed to enable anyone with access to contribute or modify content often used to create collaborative websites and to power community websites.
- See Currents at College of Forestry and Conservation in The University of Montana (<http://currents.cfc.umt.edu:8080/display/BeWhere/Home>) for an example
 - o Using Confluence hosted by Atlassian (<http://www.atlassian.com/software/confluence/hosted/>)
 - 25 user license for \$890/year (Social Text is \$1,490/year)
 - Maybe try it for the BOD, committees and conference planning
 - Could be expanded to all members
 - Enterprise license for 500 users is \$7,500/year

MT GIS resource center with links to and information of

- GIS in MT (universities, state agencies, counties, towns, organizations, etc)
- analysis and development tools
- GIS organizations
- study of geography
- resume & job postings

- contacts by area, discipline, and organization
- GIS honors
- student scholarships and work
- data
- standards, best practices and endorsements
- certificates of participation
- projects underway in MT
- RFPs and/or company listings

Functionality

- flexible content management system
- map the members, meeting locations, & conferences
- database management
- virtual geospatial trunk
 - o links to download lessons
 - o see <http://facingthefuture.org/curriculum/findcurriculumthatrightforyou/tabid/68/default.aspx> for example
- blog/discussion forum
- no "Members Only" section
- calendar of events
- conference registration
- listserv

Composed by:

Nat Carter

Web Presence Committee Chair

Pasted from <file:///C:/LeeWork/MAGIP/BOD_05_21_2009/MAGIP_webcomm_0905.doc>

#3 Web Committee - Duties

Thursday, May 21, 2009
9:15 AM

MAGIP
Web Presence Committee
Committee Duties
May 20th, 2009

The Board of Directors (BOD) established and tasked the web presence committee in November 2008 to determine what MAGIP.org needs to become to best benefit its members and BOD.

1. The committee is to collect ideas from the MAGIP community and BOD and report their findings with the intent to provide recommendations about enhancing the its web presence at MAGIP.org.
2. The committee is to develop a plan of action, budget, and if needed, an RFP to accomplish the goals for MAGIP.org as defined by the BOD
3. The committee is to keep appraised of new ideas, concepts, and content for MAGIP.org to ensure that it engages its members and supports the functions of the BOD

Another committee should be created in conjunction with this one to provide options for branding MAGIP across all media. The Branding and Web Presence committees should work closely together with the Conference Planning Committee and Vector editor to ensure a consistent message, look, and feel.

Pasted from <file:///C:/LeeWork/MAGIP/BOD_05_21_2009/MAGIP_webcomm_duties.doc>