2022-2023 MAGIP WORK PLAN

Last Updated: September 7, 2022

Introduction

MAGIP was founded to facilitate communication among GIS professionals and users in Montana, to promote education and professional development, and to advance best practices and standards in GIS data development. This document represents the planned work for the MAGIP Board of Directors and committees for June 2022 – May 2023.

MAGIP Board of Directors

- Jeff Hedstrom, Past President
- Mike Powell, President
- Jeff Spock, Vice President
- Nate Wold, Treasurer
- Aaron Vaughn, Secretary
- Robert Ahl, Scholarship and Grants Committee Chair
- Jason Danielson, Technical Committee Chair
- Mike Eidum, Member Development Committee Chair
- Erich Schreier, Conference Liaison
- Eric Spangenberg, MLIAC Representative

MAGIP Support Staff

- Michelle Quinn, Administrator (non-voting member)
- Meghan Burns, Web Administrator (non-voting member)

MAGIP Board of Directors Work Plan

MAGIP Board Directives

- Build a strong foundation of financial and administrative support for MAGIP
- Oversee the 2023 MAGIP Board Elections
- Maintain the MAGIP web presence and evaluate web policies
- Promote awareness of GIS and MAGIP
- Provide professional development opportunities to MAGIP members
- Maintain an active membership with a committed volunteer base
- Increase overall value to MAGIP members and recruitment of new members
- Facilitate and promote GIS meet-ups
- Cultivate relationships with other professional organizations

Goals, Objectives & Tasks Overview

Task Description	Person Responsible	Relevant Committee	Timeline
Monthly BOD calls | Quarterly BOD meetings	Mike P.	Executive	Now – May 2022
Annual Budget	Nate	Executive	March – June 2022
MAGIP Board Elections	Jeff H.	Executive	Complete by May 1, 2022
Scholarships & Grants	Rob	SGC	Dec 2021 – Jan 2022
Plan Big Sky GeoCon: Bozeman 2023	Erich	BSGC	August – April 2022
Plan Big Sky GeoCon Workshops	Jason	TECH	September 2022 – April 2023
Determine Big Sky GeoCon 2025 Location	Erich	BSGC	TBD
Plan 2023 Strategic Planning Session	Jeff S.	ALL	Late Spring 2023
Create communications position description	Michelle, BOD	ALL	Complete by January 18, 2022
Re-engage with MLIA Council / promote better partnership & collaboration	BOD	ALL	Oct – November 2022
Develop Social Media Plan	Mike P., Michelle, Mike E.	ALL	Sept 2022 – Feb 2023
GIS Day	Mike E., Meghan	MDC	November 16 2022
Facilitate and promote GIS meet-ups	BOD	MDC	Year-round
Salary Survey Report	Jeff H.	MDC	Oct - December 2021 (done Oct. 2022)
Code of Ethics Development	Jeff	Executive	TBD

MLIAC Representative
Eric Spangenberg

Goals & Objectives
1. As the "member of a Montana association of GIS professionals (group)" duly appointed to the MLIAC by the Montana State Governor attend MLIAC meetings and participate in council business
2. Be the liaison between MLIAC and MAGIP, convey GIS Policy recommendations, and report MLIAC meeting updates to the MAGIP Board at MAGIP Board meetings

President
Mike Powell

Goals & Objectives
1. Develop a social media policy
2. Oversee the review and revision of the MAGIP Bylaws
3. Engage with the MLIA Council to collaborate more on geospatial-related topics/discussions

Vice President
Jeff Sprock

Goals & Objectives
1. Step in for presidential duties when necessary
2. Review MAGIP checking account each quarter as a double check for the treasurer
3. Engage with the MLIA Council to collaborate more on geospatial-related topics/discussions
4. Investigate other collaborations that MAGIP could establish for the future

Past President
Jeff Hedstrom

Goals & Objectives
1. Oversee the 2023 MAGIP Elections Ad-hoc Committee
2. Review and update any internal policy procedures
3. Create an ethics policy for Board approval

Secretary
Aaron Vaughn

Goals & Objectives
1. Attend MAGIP Board meetings, Committee meetings & update past board actions to website.
2. Record MAGIP meeting minutes and post them to the MAGIP website
3. Review MAGIP's ArcGIS Org account

Treasurer
Nate Wold

Goals & Objectives
1. Develop and approve FY2024 budget
2. Ensure proper checks-and-balances on accounting procedures
3. Review functionality to budget spreadsheet
4. Engage in long-term planning for MAGIP funds
5. Review and update internal audit procedures and perform internal financial audit
6. Review and update Treasurer handbook

Technical Committee

Mission Statement: The MAGIP Technical Committee is responsible for advising the MAGIP Board and professionals using GIS in Montana on technical issues relating to the creation, maintenance, and dissemination of geographic data. To promote sound practices and knowledge sharing, the Technical Committee conducts technical sessions, fosters respectful and open dialog among all users.

Jason Danielson, Chair

Goals & Objectives
1. Plan/coordinate/promote workshop opportunities for Big Sky GeoCon in Bozeman
   a. Create Workshop Committee
   b. Create/send member survey to determine workshop interests
   c. Collaborate with Full Scope to organize and promote workshops
   d. Coordinate hardware setup/takedown at venue
2. Liaise with MLIAC
3. Provide budget proposal to Treasurer for annual MAGIP budget by March BOD Meeting 2023
4. Maintain Technical Committee web page
5. Review workshop costs at conference
6. Explore offering a stipend to all workshop instructors

Member Development Committee

Mission Statement: The Member Development Committee provides opportunities to improve the Professional Development of the individual members, as well as the membership at large.

Mike Eidum, Chair

Goals & Objectives
1. Create Communication Strategy
2. Review Future Salary Survey Strategy
3. Review Mentorship Program
4. Review GISP outreach to the community
5. GIS Day
   ➤ Host GIS Day events including Annual Web Map Contest
   ➤ Provide support for MAGIP members hosting events
6. Facilitate and promote GIS meet-ups
7. Provide committee budget proposal to Treasurer for annual MAGIP budget by March BOD Meeting 2023

Scholarship and Grants Committee

Mission Statement: The Scholarship and Grants Committee serves to promote the exchange of Geographic Information Technology to K-12, colleges and universities and the public through grants, scholarships, training and mentoring.

Rob Ahl, Chair

Goals & Objectives

1. Higher Education Scholarships
    - ➢ Distribute scholarship announcement – Late December 2022 – January 2023
    - ➢ Receive and review scholarship applications with committee – March 2023
    - ➢ Announce scholarship recipient – April 2023 at Big Sky GeoCon
2. Van Shelhamer K-12 Education Grants
    - ➢ Distribute grant announcement – Late December 2022 or early January 2023
    - ➢ Receive and review grant applications with committee – March 2023
    - ➢ Announce grant recipient – April 2023 at Big Sky GeoCon
3. Review Scholarship program
    - ➢ Sustain $3,000 budget – increase if available
    - ➢ Explore fundraising opportunities outside of operating budget
4. Promote and assist with Student Scholarships for Conference Attendance
5. Publicize and support process for teachers to earn CEUs at MAGIP conference
6. Develop a method to publish conference proceedings starting with abstracts.
7. Provide committee budget proposal to Treasurer for annual MAGIP budget by March BOD Meeting 2023

Conference Liaison

Mission Statement: The purpose of the Conference Liaison is to oversee Big Sky GeoCon planning efforts and provide the Board with updates in regards to schedule, budget, challenges, and any other conference related issues. The liaison will also provide continuity as new conference planning chairs are selected from year to year to streamline planning duties transitions and better acclimate new volunteers.

Erich Schreier

Goals & Objectives

1. Annual Big Sky GeoCon
    - ➢ Coordinate with conference committee and Full Scope to:
        - ○ Maintain conference planning documents on Google Drive
        - ○ Maintain planning timeline
        - ○ Review and analyze metrics for annual conference
        - ○ Review and analyze format and events for annual conference
2. Determine Big Sky GeoCon 2025 Location & Dates
    - ➢ Coordinate with Full Scope to establish a hotel contract

Administrative
The Board and Full Scope (Michelle Quinn)

Goals & Objectives

1. Establish collaborations/partnerships with other organizations (i.e. MAP, MARLS)
2. Create newsletter template (for bi-annual distribution via Wild Apricot)
3. Maintain the MAGIP web presence and evaluate web policies
4. Provide monthly financial Affinipay reports to Treasurer

5. Re-engage with MLIA Council / promote better partnership & collaboration
6. Develop a legislative plan to enact during the 2023 Legislative session
7. Resurrect the "Did You Know" emails to engage with our members in a different way
8. Investigate other collaborations that MAGIP could establish for the future
9. Provide budget proposal to Treasurer for annual MAGIP budget by March BOD Meeting 2023

Local Government SIG

The Local Government SIG serves to connect and support those users facing the specific needs and challenges of local government today.

Tommy Luksha, Chair

Goals & Objectives

1. Get two entities to collaborate or work together towards improving or starting a project
2. Maintain a minimum attendance of 20 People/entities for three consecutive meetings
3. Maintain a high level of participation in each meeting