**MAGIP BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, October 10, 2017

10:00 AM - 2:00 PM

Gallatin County Courthouse Room 301

GoToMeeting https://global.gotomeeting.com/join/222385413

Dial +1 (646) 749-3131

Access Code: 222-385-413

**Attendance**

| Board Members: | Jenny Connelley |
|---|---|
| Gerry Daumiller | Phil Davis |
| Jessie Fernandes | Curtis DeVault |
| Michael Krueger | Brian Andersen |
| Leslie Zolman | Jeff Hedstrom |

Guests:

Chris Kanges

Gerry Daumiller called the meeting to order at 10:10 AM

**10:00 General Board Business and introductions**

Review and adoption of Aug 14, 2017 BOD meeting minutes

**Motion (Gerry Daumiller): to adopt Board Meeting Minutes of Monday, August 14, 2017**

2nd (Jenny Connelley)

APPROVED UNANIMOUSLY

**10:10 Committee Reports**

Web Subcommittee (Meghan Burns not present; report by Gerry Daumiller)

- Website Update
    - Last meeting was August 29th
    - Will have the next committee meeting in December
    - Wild Apricot was recently acquired by Personify
    - GIS Day to-do list
        - Online Map Contest Announcement (will be announced today)
        - Update Website (GIS Day page, Slideshow Image, What's New section)
        - Create new Survey Monkey Submission Form
        - Promote on MAGIP Email List
    - GIS Day Meetups – Wednesday, November 15th, 2017
        - Determine and Reserve your Meetup Location(s) for Wednesday, November 15
        - Add your event to Meetup page
        - Add your event to MAGIP events page
        - Promote on MAGIP Email List
        - Put together survey to vote on maps/apps open for all to vote at the meetup
        - Advertise on ESRI GIS Day page

Education Committee – (Rob Ahl)
- Not Present
- Scholarships and Grants
- Next committee meeting

Professional Development Committee (Jeff Hedstrom)
- Next Professional Development Committee meeting – Thursday October, 12th
- Conference Planning Subcommittee
    - UM CPS (Conference Planning Service) is finalizing the prospective and has a draft landing page for people to register for the 2018 conference
    - Jeff will check on how money is getting collected and what fees MAGIP will be subject to with each transaction between CPS and MAGIP
    - Keynote was discussed at last meeting – no decision has been made on who to invite, but options were suggested and will be finalized at the next meeting
- Copper King facility tour by Jeff Hedstrom for 2019 Big Sky GeoCon
    - The quote was $4,300.00 for the facility for the length of the conference
    - 6 breakout rooms, large ballroom
    - Overall, the facilities were nice
    - Only about 120 hotel rooms would be available, but could do another block at the Hampton down the road
    - There are no requirements to use the hotel for our food, but Rib and Chop House in the hotel is an option; other catering options exist in Butte
    - Rib and Chop House have a liquor license and can provide liquor for event
    - They accept State lodging rates
    - Leslie will talk to the League of Cities and Towns about their previous experience at the Copper King and will relay their feedback at the next MAGIP BOD meeting
- Possible dates of 2019 GeoCon were discussed; nothing decided
- Are there MAGIP members in Butte that could help chair the 2019 conference?

Technical Committee (Curtis DeVault)
- Next committee meeting will be October 19th at 2:00 PM
    - Agenda will cover 2018 GeoCon workshop ideas
    - Ideas will be based on members' input on previous workshop suggestions
    - Brian Anderson volunteered to teach ArcGIS Online Introductory workshop
    - ESRI needs to be contacted ASAP to teach workshops

Business and Operations Committee (Jenny Connelley)
- Demographic Survey – on hold
- Obtained Membership Report Database from Lee Macholz
    - Curtis DeVault will run the queries to generate a new Membership Report
- Next committee meeting – not scheduled

Treasurer's Report (Jessie Fernandes)

- Statement of Activity
  - ($7,200.00) deficit for this year
  - $69,600.00 in the bank
  - Jessie suggested having the Vice President double check the bank statements as a security measure to ensure bank account security and statement accuracy
    - Board members present at the meeting suggested current Vice President Bob Cochran

**New Business**

10:40 Requests for Assistance
- None

10:45 MLIAC Report (Leslie Zolman)
- What is MLIAC?
  - MLIAC is part of the Montana Land Information Act MCA 90-1-401 through 90-1-413; originally passed in 2005 to help fund GIS-specific activities
  - Main responsibilities are to advise
    - with regard to issues relating to the geographic information system and land information;
    - on the priority of land information, including data layers, to be developed;
    - On any element of the land information plan described in 90-1-404;
    - on the development and management of the granting process described in 90-1-404(1)(e);
    - Management of and distribution of funds in the account;
    - Assist in identifying, evaluating, and prioritizing requests received from state agencies, local governments, and Indian Tribal government entities to provide development of and maintenance of services relating to the GIS and land information;
    - Promotion of coordination of programs, policies, technologies, and resources to maximize opportunities, minimize duplication of effort, and facilitate the documentation, distribution, and exchange of land information; and
    - Advocate for the development of consistent policies, standards, and guidelines for land information
    - Commitments are centered around the annual MLIA land plan and grant review process but could be broadened depending priorities in the strategic vision
  - The State Library Commission works with at least two other advisory boards
  - MLIA Subcommittees
    - Land Plan subcommittee
    - Grant Review subcommittee
    - Ad hoc subcommittees as needed
  - Land Plan describes priority needs to collect, maintain, and disseminate land information
    - Provides direction to stakeholder groups wishing to collaborate and apply for MLIA grants
  - Funded by a $7.00 per page recording fee charged on real estate transactions, etc. MCA 7-4-2637

- $0.25 of every transaction goes to the county land information account
- $0.75 of every transaction goes to the Montana land information account
- Generates approximately $800,000 per year in total - $550,000.00 for State Library (to cover personal services and other expenses related to MSDI layers) and $250,000 for grants; specific revenues and allocations vary yearly
  - MSL maintains the Montana Spatial Data Infrastructure (MSDI), which complements the National Spatial Date Infrastructure (NSDI), consists of 15 digital geospatial data themes that have been identified and agreed upon as "necessary to meet the land information needs of the state of Montana and its citizens."
  - Council membership
    - State Librarian
    - Chief Information Officer
    - 2-year appointments by the Governor
      - Directors of four other departments
      - Three representatives of county or municipal government (currently vacant)
      - Two people from U.S. department of agriculture
      - Two people from US U.S. Department of the interior
      - Two people from public utilities or private businesses
      - One Indian Tribal representative (currently vacant)
      - One person from the Montana University System
      - Two people from Montana association of GIS professionals
      - One person to represent Montana association of registered land surveyors
      - One member from the Montana State Senate
      - One member of the Montana House of Representatives

- Last MLIAC meeting was Thursday, September 14th, 2017
  - Discussed latest round of cuts to State positions
  - Discussed the Annual Land Plan
  - Discussed holding a pre-grant meeting with people interested in applying for grants
  - Discussed holding a full-day grant writing workshop to improve quantity, quality of submissions for MLIAC grants
    - Will be held in October or November
  - Asked MAGIP to send a letter before October 4th to support MSL before the Legislative Finance Committee.
- MAGIP Board discussed how last year's timing of MLIAC grant proposal workshop was not helpful because the grant submission deadline was already near – many writing grant proposals were done or nearly done; it was reiterated that the workshop should be held so the information and training could be incorporated into the grants of the current cycle as opposed to last year's timing of the workshop

11:00 Approval of Big Sky GeoCon as name of our annual conference
- The Board decided about a year ago to transition to an annual conference and that the conference name needed to be changed from 'Intermountain' to avoid confusion with the Idaho GIS conference
- There was a member survey with 3 choices for new names

- o Big Sky GeoCon was the survey winner

**Motion (Curtis DeVault): to use the name 'Big Sky GeoCon' for the MAGIP annual conference**
2nd (Leslie Zolman)
APPROVED UNANIMOUSLY

11:15 Create product requirements for hiring a consultant to develop talking points about the importance of GIS in Montana

- Talking points will be used to support GIS in Montana
- Will make it easier to communicate significance and value of GIS and GIS products throughout the Montana economy
- There was a notes document generated at the Strategic Planning Meeting in September, but needs to be turned into a more cohesive outline with the help of a consultant
- The product may be in the form of a professional letter
- A consultant to help us solidify our ideas and generate a project proposal is necessary
    - o Do we want the consultant to be familiar with GIS and MAGIP or do we want to hire someone with no knowledge/experience in GIS?
    - o It may be more efficient to have only a few BOD members for the initial consultation
        - ▪ Gerry Daumiller, Bob Cochran, Lee Macholz, and Brian Anderson were suggested
    - o Gerry will organize a meeting with Janet Cornish as a potential consultant for the project
    - o Curtis DeVault will contact Magpie for a quote as well

**12:00 Lunch**

1:00 Bylaws change regarding "biennial" conference

- Article 10, Section 1, Standing Committees: states that we will have a 'biennial' conference
- BOD Interprets as MAGIP must have <u>at least a biennial conference</u>, and the new annual conference meets that requirement
- No changes to by-laws are therefore required

1:30 Social Media plan

- We have Facebook and Twitter accounts
    - o Who will run them?
        - ▪ Michael Krueger offered to be in charge of MAGIP posts on both accounts
    - o Gerry suggested that whatever is sent over the email list serve should be posted to social media accounts
        - ▪ Curtis DeVault suggested developing a process for posts – which platform(s), when, and why?
    - o Different platforms have different strengths and weaknesses
        - ▪ Twitter has a character limit
        - ▪ Facebook is useful for longer posts
    - o It was decided to let Michael have full control and determine a protocol later if necessary
    - o Michael will write a document outlining his desired approach to social media communications and present it at the next BOD meeting

**Review of Upcoming Calendar events**

<u>2018 Big Sky GeoCon</u>

- April 16-19, 2018, Radisson Colonial Hotel, Helena

<u>MLIAC</u>

- November 9, 2018

<u>Board of Directors meetings</u>

- November 13, 2017 – GoToMeeting – 1 hour
- December 11, 2017 – GoToMeeting – 1 hour
- January 8, 2018 – GoToMeeting – BOD Meeting – Phil Davis will explore venue options in Missoula
- February 12, 2018 – GoToMeeting – 1 hour
- March 12, 2018 – GoToMeeting – 1 hour
- April 16-19, 2018 – BOD Meeting at GIS Conference in Helena
- May 14, 2018 - GoToMeeting – 1 hour

Meeting was adjourned at 12:51 PM