

MAGIP BOARD OF DIRECTORS MEETING MINUTES

July 16, 2019, 2:00 pm

<https://global.gotomeeting.com/join/222385413>

Dial +1 (646) 749-3131

Access Code: 222-385-413

Meetings are being recorded

Attendance

Michael Krueger (chair in Jenny's absence)

Steven Jay

Curtis DeVault

Liz Juers

Jeremy Grotbo

Meghan Burns

Heather Widlund

Kenny Ketner

Catherine Maynard

Michelle Quinn (Full Scope)

Mikel Robinson (Full Scope)

Meeting opened: 2:10 pm

Approval of June 1, 2019 BOD meeting minutes.

- Liz moved to approve minutes
- Steve 2nd
- All approved

Additional appointments

- Tech Committee Chair: Kenny Ketner
 - Committee voted 7/15/19 to appoint Kenny Ketner as chair
 - Kenny Ketner introduced himself
 - Catherine Maynard moved to approve the appointment
 - Liz 2nd
 - All approved
- Education Committee Chair: Rob Ahl
 - Board agreed to wait until Rob is at a meeting to confirm appointment
- Conference Liaison: Michael Krueger - nothing to report. Meghan will talk to Mike Snook, Missoula County GIS Manager.
- Professional Development Committee Chair: Michael – nothing to report. Expect to have updates next meeting.
- MLIAC Board Representative to MAGIP: Catherine Maynard
 - Steve moved to confirm appointment
 - Jeremy 2nd
 - All approved

New administrators: Full Scope introduced as new administrators. Michelle: same support as operating the conference. Michelle transitioning to full time as Full Scope at the end of August. They plan to provide membership support. They plan to attend

October Missoula BOD meeting. Also Missoula meetup: will help with location if needed.

Approval of 2019-2020 Work Plan: Need to fill in “vacant” positions with names, replace Curtis with Kenny. Meghan will post on website.

- Steve moved to approve
- Catherine 2nd
- All approved

Committee Reports

- Treasurer's Report – Jeremy Grotbo
 - o Budget Amendment (*attached below)
 - Liz moved to approve amendment
 - Steve 2nd
 - All approved
 - o Completed work going into grants/scholarships. \$7000 moved from debit to credit account. Jeremy will be tracking processing of cashing of checks.
 - o Gerry has been invaluable in the transition.
- MLIAC Report – Catherine Maynard
 - o Legislative updates given at meeting. HB 633: interim committee to study diversifying MSL budget is of interest.
 - o Grant reports are available online
 - o CAD-NSDI update
 - o LIDAR working group: data collections. Broad area requests approved by USGS. There will be projects coming up.
 - o NAIP is available (replacement)
 - o New cadastral updates
 - o Tom Carlson is the new USGS liaison
 - o Montana Real-Time Network discussion: things are progressing
- Education Committee – Rob Ahl (via email)

As of last week Jeremy processed payments to our scholarship and grant awardees, and that finally completes the 2019 cycle. As part of that process I would like to follow up with Meghan and get her in touch with Morgan Anderson, one of the Education Grant recipients. We are asking her to review our past projects and help come up with ways of making them more readily available and conceptually accessible to future educators. She will also collaborate with the School of Education to help bring some innovation to our program. We had also discussed that we may be interested in hosting an education panel at the conference.
- Professional Development Committee – Michael Krueger
 - o Nothing to report
- Big Sky GeoCon Committee

- o Some folks have stepped up, but no chairs or co-chairs yet. Meetup in August in Missoula to help encourage participation. Michael wants to get prospectus for vendors updated. Erin Fashoway – helping with vendor communication.
 - o Revising timeline for planning.
 - o This year there will be awards.
 - o Hopefully next month, committee, prospectus and timeline.
 - o Question to Michelle: what do we need to do to nail down Holiday Inn contract. Michelle is meeting at Holiday Inn with Megan Glass tomorrow with contract. When Michelle has it, she will distribute for signature. There have been many updates to the property recently and Michelle will get a timeline. Michael, Michelle and Michel to schedule meeting next week.
 - o Meghan – will there be wired internet availability at the Holiday Inn instead of wireless. Michelle will ask.
- Technical Committee – (Curtis DeVault/Kenny Ketner)
 - o Not much to report beyond transitioning chair duties from Curtis to Kenny.
 - o New committee members recruitment next priority
 - o October – conference workshop planning
- Business and Operations Committee – (Liz Juers and Steven Jay)
 - o Liz – haven't met as a committee yet. Maybe later this week. One tweet out about the MT meetup at UC (thanks to Curtis & Mike). Steve – game plan, recruit, assign some tasks.
 - o Swag will be available at Big Sky Country Fair (Meghan).
 - o Meghan introduced the STEM Girls in State Government Camp Sept. 16-17. DNRC would like to do a GIS component. Meghan would like to purchase MAGIP swag for the girls.
 - Steve moved to approve \$500 for MAGIP swag for STEM Girls in State Government
 - Liz 2nd
 - All approved
 - Web Subcommittee – (Meghan Burns)
 - o Has been getting everyone admin access to resources, including Full Scope. Keeping website up to date.

Other business

- Heather: Two upcoming Meet-Ups, Bozeman (7/18/19) & Missoula. Assistance requests 58 and 59 were approved for \$200 each.

Board decided to move next BOD meeting to 8/20/19 2 pm because of Bozeman GIS training conflicts. Meghan to post on website.

Adjournment

- Jeremy moved to adjourn
- Catherine 2nd
- All approved
- Adjourned 3:02

***Budget Amendment, July 2019 (adopted as written)**

Full Scope Consulting Agreement

Effective July 1st, 2019 The Montana Association of Geographic Information Professionals (MAGIP) entered a Consulting Agreement with Full Scope Management, Inc. For the term of the agreement (07/01/2019 until 06/30/2021) Full Scope, Inc. shall provide Consulting Services for MAGIP functions:

“... Consultant shall provide Client with certain consulting services (hereinafter described as the “Consulting Services”), such services which shall include, Administrative Support, Membership Management and Annual Conference Management.” (Consulting Agreement, July 1st, 2019)

In addition to the summary of service, Full Scope, Inc. agrees to maintain membership renewals and inquiries, as well as the coordination of conferences and events including budget and payments, promotion, registration, materials, evaluations, speaker and exhibitor correspondence, logistics, catering, and audio-visual services, and provide onsite conference support.

In recognition of the Consulting Agreement, MAGIP’s budget will be adjusted to account for Consulting fees during the term of agreement with Full Scope, Inc. An annual fee of \$14,560 (provided in \$1,213 individual monthly payments) will be due to Full Scope, Inc. on behalf of MAGIP and signed by the MAGIP Treasurer.

The 2019 MAGIP budget for “professional services” included \$8,400 for consulting fees, \$1,800 for MAGIP administrative services, and \$1,500 for printing services, or \$11,700 total. The proposed budget amendment will adjust the previous total to \$14,560 (or an \$2,860 additional budget for consulting services) for the duration of the term of agreement with Full Scope, Inc.