

03/11/2004 Quarterly Meeting Minutes

March 11, 2004 Quarterly Meeting minutes

Minutes IGIC Quarterly Meeting via conference call; March 11, 2004

Meeting began at 1:00 pm

Board Members present: Terry Brase, Gregg Hadish, Brad Cutler, Micah Cutler, Joe Eckmann, Kevin Kane, Herb Kuehne, Andy Kula, Jon Paoli, Roger Patocka, Deanne Popp, Bill Schuman, Ramanathan Sugumaran, Kris Tuttle, and Ray Willis

Others Present Alan Jensen, Iowa GIS Coordinator

The agenda for the current meeting and previous month's committee meeting minutes were motioned for approval by Kris Tuttle, seconded by Herb Kuehne. Without objections they were accepted.

Executive Committee Reports

Iowa GIS Coordinator Alan Jensen will be attending the NSGIC mid-year conference from March 26th – 28th. Iowa State University Extension will fund that trip. Alan has also applied for a grant through the United States Department of Agriculture (USDA) for funding of \$100,000 a year to be used to fund an educator position and 15% of Alan's yearly salary.

Committee Reports

Given the timing of this meeting in such close proximity to the spring quarterly meeting, no committee reports were given

Current Projects and Issues

Board discussion was undertaken on the subject of funding and sponsorship by IGIC of the Spring 2004 MidAmerica GIS Consortium (MAGIC) conference. Kris Tuttle (Vice-Chair and IGIC representative to the MAGIC Conference) had brought this issue to the Board's attention while the MAGIC conference had been in the planning stages. MAGIC had brought it to IGIC's attention about the sponsorship levels available to organizations. Alan Jensen stated that IGIC does benefit from sponsorship in indirect ways such as long-term national involvement and influence. Joe Eckmann stated that Nebraska and possibly other states support MAGIC by holding their conferences in opposite years in which MAGIC is held so that they do not conflict with MAGIC. Kris Tuttle reviewed support levels available and stated that at the \$500 level of support, IGIC would receive two registrations to MAGIC, a booth space, placement in the program and list of conference attendees. Kris Tuttle pointed out that there is very little benefit to IGIC in terms of manning a booth. Herb Kuehne stated that the sponsorship levels provided by MAGIC are a good deal when registration fees for two are included. Bill Schuman made a motion to have IGIC sponsor MAGIC's 2004 Conference at the platinum level and have Kris Tuttle and Alan Jensen receive IGIC's included registrations. Motion was seconded by Herb Kuehne. Motion was approved by a voice vote of attending board members by a tally of 13 in favor and 0 against.

An IGIC bank account has been opened at Commercial Federal Bank. Terry Brase is awaiting checks from CTRE in the amount of \$37,000 and the University of Iowa in the amount of \$16,000. These checks will be deposited upon arrival into the newly established account. Terry Brase and Alan Jensen will have the ability to sign checks on the account and all statements will be submitted to the treasurer of IGIC. It was also placed into the record that IGIC now has an employer identification number.

The need for a budget and budgetary process was brought forward by Bill Schuman. Delinquency in putting together an IGIC budget for the year with a plan and progressive attitude with the money needs to be in place. With issues such as MAGIC sponsorship, assistance to the website clearinghouse, and other enterprise like endeavors, IGIC needs a process for an annual budget. With the need for a budgeting process, Alan stated that he is willing to start the process of budgeting with Andy Kula adding that it would probably be best to have a budget in place before the July Board elections.

There is still the need for action on the State of Iowa ESRI Education license. Alan gave an update that he and ESRI are working through the Regents Office to collect more specific information. Alan has been in contact with ESRI but is awaiting information back from them. Joe Eckmman will look into the situation at ESRI. Other participating institutions have been sent requests for more information as well. Terry B. stated that many software budgets at educational institutions have been turned in already and there will be a need to prorate the costs of software for the upcoming year. As the situation stands now, there will be eight technical support licenses to the Regents institutions with 1 remaining for the other participating schools and community colleges. When a new school would enter into the agreement, there may be issues of how tech support would be provided. Herb Kuehne proposed the establishment of a list-serv for community assistance.

Motion was made by Herb Kuehne with second by Ray Willis to sign the USGS Memorandum of Understanding (MOU) between IGIC and USGS to support the building of the National Map as IGIC has seen it. The motion was approved by a margin of 14 in favor and 0 against with Kevin Kane joining the conference call since the last roll call.

It was noted that the next IGIC meeting will be held April 14, 2004 via the ICN. Verification of sites needs to be done in advance with a recommendation of starting the meeting half an hour earlier to try and avoid some of the technical problems that have plagued recent meetings. Board members are encouraged to look into other possible alternatives for conferencing; including but not limited to internet conferencing, conference calling and meeting face-to-face. Board members are encouraged to bring these ideas to the next IGIC meeting.

Future Projects and Planning

There have been recent requests for verification of membership and participation in IGIC by members. Bill Schuman stated the need for IGIC to start to put together certification documents and be able to be accurate in our records for the benefits of the membership. Between this meeting and the next quarterly meeting, Jessica will review these documents.

Alan is looking into the possibility of updating the IGIC tri-fold handout and possibly the CD. He has a draft of the tri-fold and has been working with ISU design students on the layout. There is a need to update a good portion of the material, such as items that have been undertaken by the group and there is less of a necessity to list the committees. Herb, Kris, and Andy have all volunteered to assist Alan with the new handout.

Discussion on the membership packet for IGIC has been tabled until the April 14, 2004 meeting.

The reconstituted education committee consisting of Stephanie, Reg, and Herb has determined that the committee needs to define its mission/focus. It is possible that the newsletter should fall under the educational umbrella. Herb recommends a "sit-down" to hash out direction and focus points for the committee. Other educational items noted of interest include: Monica Haddad is moving forward on having a two-day GIS training session and Sugu has noted an upcoming two-day remote sensing course scheduled for this summer in Cedar Falls.

Meeting adjourned at 2:02 pm

Respectfully submitted Brad Cutler, Secretary