

NSGIC Board of Directors Meeting

August 26, 2019, 3pm ET

Minutes

Executive Officers and Directors: President; Dan Ross (MN), Past- President; Andy Rowan (NJ), President- Elect; Karen Rogers (WY), Jonathan Duran (AR); Erin Fashoway (MT); Neil MacGaffey (MA); Tony Spicci (MO); Jim Steil(MS); Frank Winters (NY)

Other Council Officers: Mark Holmes (MI), Treasurer; Tim Johnson (NC), Secretary

Absent: None

Others Invited: Committee Chairs; Designated Representatives; Staff

- I. **Call to Order; Roll Call & Establishment of Quorum** Dan Ross
President Dan Ross called the meeting to order and established a quorum.
- II. **Changes/Additions to Agenda** Dan Ross
No changes or additions to the agenda were made.
- III. **Announcements** Dan Ross
President Ross noted the board would not take up additional governance discussions in executive session, but that planned discussion would be postponed.
- IV. **Consent Items*** Dan Ross
Adoption of Draft [Board Minutes: July 29, 2019](#)
President-Elect Karen Rogers noted that she was not in attendance at the last meeting, so she the minutes did not correctly identify her as the person who gave an update on the Geospatial Maturity Assessment. The minutes were approved unanimously, pending that correction.
- V. **Treasurer's Report** Mark Holmes
 - a. [Monthly Report](#)
Treasurer Mark Holmes presented his monthly report, noting that membership and conferences are progressing on schedule, operating expenses are where we'd expect, and revenue vs. expenses are trending where we plan to be budget-wise. The Treasurer's Report was approved by unanimous vote.
 - b. [FY19 Update](#) Molly Schar
Executive Director Molly Schar presented an overview of the NSGIC budget past at the half-way mark through the fiscal year. Under revenue, she noted the expectation that membership income is on target, with fees continuing to come in. Molly projected membership fees will exceed \$95,000, at or just

below the target revenue. The target membership revenue was projected to be \$105,000. Under sponsorship, Molly noted that revenues are around \$350,000 with additional sponsorship fees being realized in conjunction with the Annual Conference. She was not able to project whether year-end sponsorship revenue would meet target revenues. Tim had sponsorship revenue projected at \$368,700. In the area of programs revenue, Molly noted we are on target to receive full funding for both the Geo-Enabled Elections and 3DEP for the Nation projects, but explained the project years do not align with the fiscal year, so the numbers may not match completely. She also noted a new pilot project with NOAA to support collaboration with other members of the Digital Coast Partnership. Revenue from meetings is expected to exceed budget targets.

Under expenses, Molly noted that there have been no big surprises. Larger technology-related expenses will be invoiced and paid before the end of the year. The travel budget is not projected to be fully expended. The strategic planning budget was slightly exceeded due to travel cost fluctuations. Molly noted that the Annual Conference this year is in a much more expensive venue, and while the organization elected not to increase registration fees, staff is working very hard to stay within the limited budget.

A brief report on the 2019 Annual Conference registration numbers reflected that we have 136 people registered currently compared to the 103 people registered at the same point in the preparation for the Duluth conference.

c. Updated 990 for 2018

Mark explained that several sponsorship fees applied to the 2018 fiscal year should have been 2019 deferred revenue. The adjustment has been made to our 2018 year-end numbers and a new IRS 990 form has been drafted to reflect this change. The board will be issued a copy of the 990 to review prior to submission to the IRS.

Mark Holmes

d. [Investment Recommendations](#)

Mark noted that the Finance Committee has undertaken an effort this year to update the investment policy and confer with our financial advisor about the organizational investment strategy. Proposed changes can be found in the linked document. Dan noted that money was added to the long-term investment fund each year to reflect 20% of revenue over expenses of the previous year, as outlined in the investment policy. A vote to approve the investment recommendations was carried unanimously.

Mark Holmes

VI. Unfinished Business

There was no Unfinished Business to conduct.

Karen Rogers

VII. New Business

Karen Rogers

Geospatial Programs Manager Jamie Chesser gave a brief update on the Elections GeoSummit recently held in Washington, DC. She noted that it exceeded participation targets and feedback has been positive. More information from the meeting will be posted on the event website. She also noted a meeting the following day with project funder Democracy Fund Voice was successful, and a second phase of the project is expected to follow the conclusion of the current grant.

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| VIII. Confirm Upcoming Board Meeting Dates: | Karen Rogers |
| <ul style="list-style-type: none">a. Sunday, September 22, 2019 @ Annual Conferenceb. Friday, September 27, 2019 @ Annual Conferencec. Monday, October 28, 2019 3pm ETd. Monday, November 25, 2019 3pm ET | |
| IX. Executive Session | Karen Rogers |
| X. Adjournment | Karen Rogers |