

**National States Geographic Information Council
Board of Directors Meeting
Monday, July 31, 2017
Via web/teleconference**

DRAFT Minutes

Executive Officers and Directors Present: Bert Granberg (UT), President; Andy Rowan (NJ), President-Elect; Chris Diller (WI), Past-President; Cheryl Benjamin (NY); Richard Butgereit (FL); Joe Sewash (NC); Jeff Smith (OH)

Other Council Officer(s) Present: Dan Ross (MN) Treasurer

Committee Chairs, Staff, and Others Present: Duncan Guthrie (1Spatial); Josh Groeneveld (UT); Tim Johnson (NC); Ian Von Essen (WA); Gar Clarke (NM); Bruce Oswald (NSGIC); Molly Schar (NSGIC); Michelle Jones (NSGIC); Diane Schafer (NSGIC)

I. Call to Order; Roll Call

Bert Granberg, presiding, called the meeting to order. Diane Schafer performed Roll Call and a quorum of Executive Officers and Directors was confirmed.

II. Changes/Additions to Agenda

There were no changes/additions to agenda.

III. Announcements

There were no announcements.

IV. Consent Items

The June 26, 2017 Board of Directors meeting minutes and the July 2017 Membership Report were adopted by consent.

V. Treasurer's Report

Dan Ross, Treasurer, reported on NSGIC current financial status based on the preliminary financial statements through June 30, 2017.

Moved, seconded and carried to adopt the Treasurer's Report as presented.

VI. Unfinished Business

There was no unfinished business to review.

VII. New Business

There was no new business to review.

VIII. Reports

A. Executive Director's Report

Molly Schar reported on the following:

1. Transition from SMG – last day of the SMG contract is August 15, 2017. The knowledge transfer is currently underway. Physical files, meeting materials, and digital files are in the process of being transferred to new headquarters/staff.

2. New Orleans Headquarters – address has been finalized and currently in the process of changing the physical address on the website. SMG will forward all mail and individual change of address notifications will be sent by new NSGIC staff.
3. Insperity – The new PEO has been finalized and will handle all human resource functions including benefits administration and payroll.
4. Staffing –
 - a. Michelle Jones has started in the role of Manager, Membership and Communications.
 - b. Bookkeeper search is still ongoing
 - c. Director of Programs search will not begin until other staff roles have been filled.
5. Programs & Funding – review of the following:
 - a. GIS Inventory
 - b. GMA – non-funded program
 - c. 3DEP Coordination – funding of approximately \$60,000/year
 - d. Democracy Fund – could yield funding of \$100-150,000/year
 - e. National Address Database – non-funded program
6. Conference Planning – Michelle Jones will take the lead on planning and Tony Spicci will continue to lead with regard to content. The Member Services Committee is working on additional promotions to members who have not attended in recent years.
7. Membership – Currently working on recapturing states that have lapsed membership (CA, CT, KY, RI, SD). Use of limited access accounts in MemberClicks shows 57 from the public sector and 29 from the private sector as prospective members. There was a request to refine the difference between State Council membership and State Leaders membership at the September Board meeting in Providence.
8. Advocacy – the Geospatial Data Act has been introduced in both the Senate and the House of Representatives. Chris Diller with working with the COGO work group on negotiations toward the October goal. The Digital Coast Act has passed in the Senate and currently awaits a vote in the House.

B. Report on DHS Contract Activities

Bruce Oswald, Project Manager for NSGIC to the DHS contract (HSHQDC-15-C-00070 (Option Year 1) and DHS/NAPSG cooperative agreement), reviewed a written report on contract activity submitted to the Board in advance of the meeting.

C. Committee Reports

1. Addresses & Transportation Committee

Dan Ross reported that the next meeting of this committee will be held on August 9. More information will be available following that session.

2. Conference Committee

Diane Schafer reported that current registration for the Annual Conference is 42 attendees compared to 56 for the same week in 2016. Hotel reservations are at 233 room nights compared to 282 for the same week in 2016. Bert Granberg reminded all participants on the call to complete their registration, reserve hotel rooms and consider submitting an abstract for the 2017 Annual Conference.

3. Corporate Leadership Committee

Duncan Guthrie reported that the CLC met on June 27. Overall, CLC members are impressed with the new MemberClicks-driven website. They are open to the proposed

changes to the sponsorship packages and also the concept of adding ala carte sponsorship options was well received and should hopefully encourage smaller companies to come on board as sponsor. He is currently working with Molly and a small sub-committee to move that forward and prepare a second draft. The committee is also revisiting its charter with a goal of bringing it more in line with the overall goals of NSGIC. There needs to be more discussion of whether the CLC should remain restricted to just Platinum and Gold level sponsors or if it should be opened to those sponsors willing to commit time to volunteering for more active participation.

4. Elections Committee

Molly Schar reported that nominations have been submitted for elections during the business meeting at the annual conference. A full slate of candidates has been determined.

5. Finance Committee

Dan Ross reported that the Finance Committee did meet in June to review the NSGIC investment policy. They determined that all is well with the current growth levels. They propose no changes.

6. Geospatial Preparedness Committee

Josh Groeneveld reported that the committee did not meet in July. The regularly scheduled meeting date for August conflicts with the National Geospatial Preparedness Summit. They are currently reviewing alternate dates. All committee information is current on the MemberClicks website.

7. Member Services Committee

Tim Johnson reported that the committee is working on contacting any members who have not recently attended either of the NSGIC conferences in effort to promote registration. Committee will meet again next week.

8. Next Generation 9-1-1 Committee

Joe Sewash reported on the committee meeting from July 13. They reviewed NENA activities, leadership continuity, and have been working on updating committee content on MemberClicks. Committee will meet in August to review session content related to NG911 for Annual Conference.

9. Sponsorship Committee

Chris Diller reported that we are currently \$22,000 short of the annual budget goal. He requested that board members send suggestions for potential new sponsors to either himself or Molly Schar.

10. GIS Inventory Committee

Richard Butgereit reported that the committee is currently in the process of previewing the Inventory site. They are hoping to schedule webinars to share its web capabilities.

IX. Confirm Next Board Meetings

The next Board of Directors meeting will be held Monday, August 28, 2017 at 3:00 p.m. Eastern via web and teleconference.

X. Adjournment

Moved, seconded and carried to adjourn the meeting.

Respectfully submitted,

Karen Rogers, Secretary