



Memphis Area Geographic Information Council

Board Meeting: 4/8/2015
Location: Memphis Main Library
Time: 2:00 pm

Cancelled of 4-7-15 due to lack of Quorum reported ahead of time

Re-scheduled Board Meeting: 4/24/2015
Location: Memphis Area Chamber of Commerce
Falls Building, 22 North Front Street, 2nd Floor
(not 119 N. Riverside Drive as shown on agenda---this is the Welcome Center)
Time: 2:00 pm

Prepared by Sam Russell

MINUTES

There was considerable discussion of the number of Board members needed to constitute a Quorum. The Bylaws state in Article IV, Section 6: "A majority of the number of directors fixed by ...(Art. IV. SEC. 2)... shall constitute a quorum for the transaction of business at any meeting of the Board of Directors...." In Article IV, Section 2 the Bylaws state "The number of directors of the Corporation shall be fixed by the Board of Directors, but in no event shall be less than three (3). Each director shall hold office for three years unless duly removed as prescribed in Article V...." There are currently 19 Board members and 1 student representative appointed by the Board for one year. Discussion centered on whether to count the Student Representative as a full Board member requiring 11 for a quorum or not count her, meaning 10 for a quorum.

Five members were present at 2:15; nine were present at 3:10. Shortly after 3:10 it was agreed that the meeting would begin covering agenda with any decisions to be held and/or confirmed at a meeting with a quorum.

The first item to be discussed was a continuation of the proposed idea of changing the Bylaws to allow a membership model that runs from Conference to Conference that has been discussed at several previous meetings. This proposal would make MAGIC's membership similar to that of TNGIC, but for MAGIC it would entail a membership year that runs November 1st to October 31st each year.

The following information was on a hand-out that was distributed by Marie Holyfield for discussion:

Membership Year Restructure Proposal
Current Year (2015)
Membership Renewal Open Jan 1 2015
Discount Deadline May 31, 2015
Membership Year 1-1-2015 to 12-31-2015

As of March Board meeting 19 memberships had been received
Proposed for Next year (2016)
Membership Renewal Open April 1, 2016 (ED. NOTE: I do not understand this)
Discount Deadline August 31, 2016
Membership Year 11-1-2016 to 10-31-2017

The 2015 membership year is extended to expire 10-31-2016.
2015 membership will only cover the November 2015 conference and general meetings until September 2016.
2016 membership starts with conference in November 2016 and run through October 2017

An announcement could be made at the conference in November 2015.

Marie led the discussion, summarizing the discussion from previous months and providing details to the outline of the hand-out. The proposal would change the membership year and would have minimal fiscal impact. The biggest change is that 2015 members would get 5 additional general membership meetings as their membership would be extended until October 31, 2016. At that point the Membership/Conference/Training (M/C/T) dues would be \$35 until August 31st 2017, \$15 for students, and \$75 from September 1st 2017 to October 31st, 2017. It would involve a separation of the fiscal year of the group with the M/C/T year. The M/C/T dues currently make up a small part of the budget for the year and especially for the Conference. These dues basically pay for the Operations of the group.

There was discussion of the dollar differences: Members who pay "early" (now \$25) versus members who pay "late" (now \$50) versus students (now \$15); typically there have been 120 - 140 members at the conference and the split is generally about 1/3 for each of the previously listed categories. The change in dues that has been approved and the proposed change in timing would leave a deficit of \$800-1000 in the short-term, but it would be made up somewhat with the increase.

This is an attempt to get more people to pay sooner and hopefully take more advantage of what is being done. It would also work to expand the overall number of those involved and make the organization and network stronger, more visible, and better able to draw in speakers and sponsors for the conference.

It was commented that TNGIC had changed its non-profit status from 501C3 to 501C6.

In the end, it was generally agreed that the specific proposed changes to the By-laws should be written up and presented for discussion and a vote next month.

At 3:25 a Quorum was declared by Secretary Sam Russell with ten Board members present. The appointed Student Representative was not counted as part of the total for Quorum (due to the fact that the February minutes show that she is appointed by the Board for one year, versus a three-year regular Board member term).

Board members present @ 3:25:

Lauren Patterson, Rick Wery, Eric Goddard, Nate Ron-Ferguson, Sam Russell, Zinnia Ron-Ferguson, Lindsay Barrios, Andrew McColgan, Marie Holyfield, & Tom Lawrence.

Those absent included: Ed Hawkins, Shawn Anderson, Carlton Ray, Justin Abart, John Zeanah, Scott Trapolino, Harrison Witt, Keith Reasons, Cori Holloway, & Lilly Hawkins.

The minutes of the 3-18-15 Board minutes were approved unanimously as submitted on a motion by Marie Holyfield that was seconded by Lauren Patterson.

No items were added or deleted to/from the Agenda.

Treasurer's Report: Lauren reported that the balance is \$7,278.77 as is shown in the spreadsheet that was sent to all Board members earlier this week. The \$200/400 from Pictometry for sponsorship from last November's conference has not been resolved. Rick Wery volunteered to step out from the meeting and try to contact Bob Eckenrod of Pictometry to ask about this item. He left a message for Bob and would follow-up.

There are 25 members paid at this point. The Treasurer's report was accepted unanimously on a motion by Tom Lawrence seconded by Marie Holyfield.

Completed Tasks: Lindsay continued with the agenda summarizing some of the group's tasks that had been completed---the Annual Report that is required by the state of Tennessee was submitted last month; the website has an updated membership form; the process for members receiving Professional Development Hours credit for regular meetings has been confirmed and the forms were emailed to all members who said that they wanted the information, and this will happen after each regular meeting; and, \$200 was committed to assist the Tennessee 4H students (Tim Prather's group) for their trip to the ESRI Users' Conference in July.

Existing Action Items: Next, Lindsay led the discussion of our support for the Shelby County 4-H (Weida's group) and how Justin had been the lead supporter and activist. However, he has reported that he will not be able to do this any longer and has attempted to put the group together with Todd Graves in Bartlett. Rick volunteered to follow-up on this and be a resource for these activities.

The SouthEast Regional Users Group or ESRI (SERUG) has their annual meeting in Nashville, May 4-6th (as reported previously), and the opportunity rose that MAGIC might be able to have a table/booth to promote MAGIC. That opportunity has fallen through and we will not be able to do anything. It was not clear who would be attending from our group.

Lindsay stated that Scott was not here to discuss our potential Training Event, but Lauren had information to report. She has been coordinating with Scott and reported that they had been in contact with Brian Waldron, Center for Partnerships in GIS, and that we could use the CPGIS facilities. The event would be after 5 pm---probably 5:30 - 8:00, low cost,

and would have 20 seats available. The topic would be Open Street Map and most likely the seminar that Scott had previously described as a session in how to use Open Street Map for emergency response data gathering. There was concern about parking. the proposed dates were Friday May 2nd or May 22nd. Given that the date of this meeting is/was April 24th it was suggested that next Friday was too short of notice for anyone to attend. Further, discussion expressed the sentiment that May 22nd is the Friday before the Memorial Day holiday (Monday May 25th) which would not be a good meeting day. Saturday was also suggested as a possible meeting day. After discussion of potential alternative dates Lauren said that she would follow-up by suggesting Friday May 29th or (Friday) June 5th. Tom reported that he had attended the "get-together" that Harrison had mentioned/organized last night (April 23rd) and the topic for next meeting will be Open Street Map. He said that there were several people at the meeting including Dr. Ozdenerol from the University of Memphis.

Lindsay provided details of a possible joint meeting of MAGIC and SAME (Society of American Military Engineers). The Board had agreed in principle last month for Lindsay to pursue a joint meeting. SAME meetings are at a different location each month, take place at noon, have a speaker after the meal, and, charge \$10-12 for a catered lunch. The MAGIC Board meeting would have to be scheduled at a different time and/or location because of the format of the SAME meeting. Tom Lawrence made a motion to proceed with a arranging a joint meeting with SAME for the July MAGIC General meeting. The motion was seconded by Andrew McColgan and passed unanimously.

Sam reported that all Board members except Harrison had signed Conflict of Interest forms. Lindsay shared that he had gotten a GIS job with ECS Federal a consulting firm.

Lauren reported that the email contact list had been verified/purged/checked and that she was working on the Paypal option for the website.

Last year the Board voted on adopting a new logo in August. That logo now appears on the website (and in these Minutes). There was a comment about registering the new logo / letterhead with the state.

There was some confusion about the item from last month about t-shirts for sale at the Conference versus the new logo. The previous discussion and vote was not about having this new logo on t-shirts at the Conference, but rather to have some t-shirts at the conference (for sale) that include sample artwork / logos that had been prepared / submitted as potential logos for MAGIC. These shirts would be paid for by sources other than the group. The artist was Rick Wery's daughter and Rick proposed to "test market" the t-shirts at the conference and bear the expense. Rick also said that we might be able to use some of the t-shirts for Conference door prizes. It was commented that we still have several gift cards from last year to use for the conference. The idea to proceed with this was affirmed / confirmed.

It was (re)affirmed that the Board was in favor of allowing individual resumes to be posted on the website as well as jobs, other announcements, or advertising. The potential advertiser that had contacted us turned out to not be a legitimate advertiser.

The subject of "outreach to the universities" was raised for discussion. No specific measures were mentioned or had been undertaken, but there was general mention of interaction---or lack thereof---with the professors from Rhodes or the University of

Memphis. There had been hope of closer coordination through the Board or the student representative. The issue of alternatives for paying the "higher" student rate for membership through presentations, work, or other forms of service were mentioned (again). It was agreed that several of the Board members would independently contact the university personnel to encourage more participation.

Lindsay reported on her research about possible conference locations. The first one that she mentioned was the Memphis Botanic Garden, the Goldsmith room, \$1600 for two days. (This is 1/2 the cost that shows in the info sheet from last year for the Encore Pavilion). There is an outside patio area for breaks and a break-out room (for vendors). The cost includes tables and linens, and there is a long list of approved vendors including ones that we have worked with before, for example, Draper's and Central BBQ. This venue is only available Thursday November 12th & Friday November 13th. It does have a screen and projector available as part of the proposal. This site was very enthusiastically endorsed by several Board members.

Tehrion had been contacted about places and had suggested the Urban Child Institute at 600 Jefferson Avenue in Memphis, previously mentioned by the Board as a possible site. Lindsay reported that with this site there was a restriction that the conference/meeting had to have a theme tied to children and that might restrict us in what we could do for presentations.

Marie mentioned that she had discussed the option of us having the Conference at the Germantown Great Hall with MAGIC member & former Board member Cindy Bond (Germantown GIS). The cost of the Hall before was approximately \$3000 and Cindy was going to inquire if we could get some sort of discounted rate. Marie stated that she would follow-up next week (April 27th).

The Pink Palace was the next venue that Lindsay described. It also was only available on Thursday November 12th & Friday November 13th, and would cost \$500 per day for the ballroom that seats 175 and \$250 per day for an additional vendor room. This facility has no screen or projector, but a large wall that is used as backdrop for presentations. We will have to be out of the facility by 5pm. Lindsay said that she had inquired about including a tour of the Museum. Her idea had initially included the thought that we could do a space theme with the Planetarium and have a keynote from NASA or the Huntsville Geospatial Center, however, the Planetarium is undergoing renovations and may not be open/ready in November. She suggested this idea as a location / theme for next year since we had been discussing making the location decision earlier so that it could be announced at this year's conference.

The Playhouse on the Square was mentioned as another possible site and one that was considered last year. Unfortunately none of the Board members who visited the sites are on the Board any longer and no one remember the specifics of the Playhouse costs. The site has one event room that seats 120 people, has a small lounge area that could be used for vendors, and has the old theater that seats a good-sized group auditorium / theater style. (ED NOTE: the following info was included in the February minutes:)

Playhouse on the Square - 66 S Cooper St, Memphis, TN 38104

- Available on November 13-14, 2014
- Event room rents for \$650.00 for the first 5 hours, \$100 for each hour after that. That does include the full amount of time in the space so any set-up time and breakdown time at the end is included in that.

With the Playhouse there is no facility for meals although Overton Square is adjacent with several possible restaurants. This would cut expenses tremendously if lunch were not an expense of the Conference. Andrew mentioned that he thought that an issue had been raised about "insurance" when we had discussed the Playhouse before and this is something that we have not had to deal with at other locations.

There was discussion of the "pro's" and "cons" of not providing meals, the issue of "bringing them back to the meeting after lunch", and "value" for the Conference fee. No meal is something that has not been done, but is definitely something that could / should be considered.

Bass Pro was mentioned as a possible location for consideration, although details of any meeting facilities at that site were unknown. And the University of Memphis was thrown out as an option.

The main issue raised about any of these venues was that the question of whether or not we can bring in our own "breakfast" and "snacks". That cuts our costs tremendously and is something that we must have to make the Conference economically viable.

Lindsay stressed that we needed to make a decision and commit to a location very soon as they were being booked and she had told the people at the facilities that she had spoken to that we would make a decision very soon. We might even need a email decision next week (week of April 27th).

There was a lengthy discussion about options for the conference---having a lunch versus "lunch on your own"; the proportional costs of food as part of the conference; a keynote speaker as a morning session; how a strong set of presentations could draw a crowd as much as meals; whether to pay an honorarium for really good speakers; who we could get for our keynote---Jack Dangermond was at SCAUG last week or the Company Stamen was mentioned; how knowing the date, location, theme and agenda earlier could strengthen membership and attendance; etc.

Lindsay stated that the Board will receive information early next week by email and some decisions may have to be made through an electronic vote.

Lost quorum at 4:30 and meeting ended shortly thereafter.