

WAURISA

WASHINGTON STATE CHAPTER OF THE URBAN & REGIONAL INFORMATION SYSTEMS ASSOCIATION

Board of Directors' Meeting Meeting Minutes

Date of Meeting: January 8, 2008
Meeting Venue: Via Conference Call (Courtesy ESRI)

Recorded by: Greg Babinski, January 19, 2008
Approved: February 12, 2008

Attendees:

Board Members:

- Angela Johnson, President
- Dean Tatham, Vice President
- Steve Schunzel, Treasurer
- Don Burdick
- Lurleen Smith
- Heather Spates
- Amanda Taub
- Donna Wendt
- Greg Babinski, Secretary

Volunteers:

- Neil Berry
- John Joseph
- Matt Stull
- Bob Wendt

Regrets

- Cort Daniel

Agenda Items:

1. Introductions

The meeting commenced at approximately 12:04 pm. Angela Johnson called the meeting to order and roll call was taken, as reflected in the list of attendees, above. A quorum was present.

2. Acceptance of Minutes from Previous Meeting

Angela asked if there were any changes or corrections to the draft minutes of the December 11, 2007 Board meeting as posted by Greg on the Chapter Bulletin Board. Steve pointed out that the statement in Agenda Item 4.b 'Workshop presenters will be offered a \$100 discount to attend a Monday workshop' should be changed to 'Conference presenters will be offered....' No other corrections were heard.

Don moved that the October minutes be approved as corrected; Dean seconded. All members present approved the minutes as corrected.

3. Treasurer's Report:

Steve reviewed key aspects of the December Treasurer's Report as posted to the forum. Steve announced that he will be getting an accountant to assist with preparing our first 2007 Federal tax return.

4. Committee Reports:

a. Education (Lead: Don Burdick)

Don Burdick stated that nothing yet has been nailed down for the proposed Open Source GIS workshop that had been targeted. Don is trying to contact the instructor to see if an early March date is possible. An alternative Don is considering is seeing if it would be possible to partner with Oregon URISA and get their 'Hot Apps' program to come to Washington. Mike Dana may be an option if one of the Hot Apps presenters is not available. Don will contact Keith Massie, Oregon URISA President, to discuss this option.

Don mentioned that the URISA Certified Cartography and Mapping workshop is not currently authorized. The material is out of date and the authors are not interested in updating the material. Don suggested that the cartographic staff at the King County GIS Center might be qualified to update the material and get it recertified by the URISA Workshop Development Committee. This would make this high demand workshop available again, with west coast instructors. Don and Greg agreed to discuss this option.

John Joseph pointed out that ESRI has a cartography class available. John will contact Alan Coyle to see if it could be offered via WAURISA at a reduced rate.

b. Conference (Lead: Neil Berry)

Neil reported that conference planning activity is all falling into place. Specific conference activity reported included:

- Heather reported that the conference portion of the web site is being redesigned but should be ready for new conference material.
- Amanda reported that the student packets all were sent out to schools across the state.
- Neil and Angela reported that the check would be mailed to Seattle Center for the venue by the end of the week.
- Angela reported that vendor packets should be ready by the end of the week, assuming that she has received the electrical power supplier cost information.
- Registration links should be live on the web site by Friday.
- Neil is sending out an RFP for caterers. He asked that anyone who wanted to assist him as a 'taster' should let him know.
- Donna asked about the \$10 workshop registration for speakers – speakers should be 'confirmed' somehow be fore allowing them to take advantage of the \$10 workshop registration option. She suggested that they should be required to register for the conference by April 11. Angela agreed, but suggested that we should be flexible with this on a case by case basis.
- Neil reported that the next Conference Planning Meeting will be held by conference call on the following Tuesday (1/15) at 12:00 noon.

c. Membership (Angela Johnson)

Angela said that she had nothing to report but would meet with the other committee members by mid-February.

d. Technology (Lead: Matt Stull)

Matt reported that Lunapages.com has been selected as our new web hosting provider. They will provide us with 1.25 TB storage at a cost of \$138 for two years. With our current service we are at 94% of storage capacity. Migration to the new service will start within the next two weeks.

Heather is focusing on revising and updating conference related web pages. She asked who is responsible for the map and poster contest for 2008. Matt indicated that Lurleen will handle this. Heather is also updating and expanding the Awards Page.

Matt said that he has posted the 2007 Survey Monkey results.

Greg asked if Matt and Heather could do a brief article about the new hosting services and updated web site for *The Summit*. They agreed to write an article.

e. Finance/Scholarship (Lead: Steve Schunzel)

Steve reported that the proposed 2008 budget has been posted to the GIS Forum, but that Greg indicated that some revisions are needed to clarify the financial plan. Greg and Steve will discuss and revise the proposed budget material if required. Steve will then email the proposed budget to BOD members so that it can be put up for approval during the February BOD meeting.

f. Marketing (Lead: Greg Babinski)

Greg reported that the first major 2008 Conference announcement would be emailed the following weekend.

The Winter issue of *The Summit* is being prepared, with major articles planned on the Redlands GIS Management Masters program, Snohomish County Public Works GIS programs, the Nature Mapping program, and an article by Whitney Bowerman on the Olympia GIS Program. Whitney is the new 'Olympia' beat reporter/editor. Target publication for the Winter issue is before the end of January.

g. Nominating Committee (Lead: Rick Lortz)

Rick was absent.

h. Outreach Committee (Lead: Amanda Taub)

Amanda reported that the Outreach Committee sent out outreach packets in late December 2007. She has confirmed that CWU received theirs. She is now waiting to see if any material is returned to the WAURISA postal box.

Donna said that no student abstracts have been received yet.

Neil suggested that the outreach material be sent out again in March as an email push before the conference. Amanda and Angela agreed to work on this.

5. Old Business:

a. 2008 ACSM Conference (Rick Lortz):

Rick was absent

b. 2009 Conference with WA-APWA.

Angela deferred this item to the future.

6. New Business:

a. Holiday Party Report (Angela):

Angela reported that eight people attended the 2007 holiday party/dinner at Julia's in Wallingford – a 100% increase over 2006.

There was a brief discussion about a dinner for 2008. Scheduling during the holidays is always a challenge, both for finding a venue and for individual availability. Greg suggested that the dinner/party for 2008 be held during Geography Awareness Week – possibly on GIS Day itself. This would minimize the holiday season-related scheduling challenges and recognize the significance of GIS Day to our organization.

Next Meeting

Tuesday, February 12 at 12:00 Noon, via conference call.

Adjournment:

Angela asked if there was any other business. Heather moved to adjourn the meeting; Don seconded. Angela adjourned the meeting at 12:52 pm.