

AGENDA
GIS/LIS Consortium Board
Friday June 1, 2007
10:00 a.m. to 12:00 p.m. Board Meeting
Location – Ewald
1000 Westgate Dr
St. Paul, MN 55114

To: 2007 GIS/LIS Consortium Board Members:

Board Directors

Steve Benson - State Government
Kari Geurts - Conference Chair Elect
Mark Packard - Private Sector
Tim Loesch - Treasurer
Sally Wakefield - Chair Elect
Jane Mueller - Local Government
Rebecca Foster - Conference Chair
Steve Kloiber - At Large
Sarah Schrader - Secretary
Chad Martini - Chair
Fei Yuan - Higher Education

Ex-Officio Members

Annette Theroux - Past Chair
Will Craig - Governor's Council
Nancy Rader - LMIC

Committee Chairs

Banette Kritzky - Scholarship/Database
Jane Mueller - Professional Development
Don Yaeger - Newsletter

From: Chad Martini , Chair

If you are unable to attend or will be late to this meeting, please call Chad @ 320-240-0040, or cell phone 763-242-8392 or send an e-mail to: cmartini@geo-comm.com

AGENDA

Approval of Agenda / Additions to Agenda
Secretary's Report Approval of Minutes
Treasurer's Report Approval of Report

Martini
Schrader
Loesch

Action Items\New Business

- **Check Signing**
- **Ewald Database Demonstration**
- **Spring Workshop Update**
- **Scholarship Endowment**
- **Redesign for consortium brochure**
- **Ewald Contract**

Martini
Schulenberg
Mueller / Martini
Kritzky
Martini
Martini

Committee Reports

- | | |
|--------------------------------------|-----------|
| • Professional Development Committee | Mueller |
| • Conference Committee | Foster |
| • Education Committee | Wakefield |
| • Scholarship Committee | Kritzky |
| • Database Committee | Kritzky |
| • Newsletter Committee | Rader |
| • Web Committee | Martini |
| • Governor's Council | Craig |
| • LMIC Update | Rader |

***** REMINDER TO COMMITTEE CHAIRS *****

Committee summary reports should be submitted in writing no later than Monday afternoon of the week of the Board meeting; these will be distributed before the meeting and will be included in the minutes. Committee reports at the meeting are limited to 5 minutes each, and are intended to allow chairs to highlight key issues. If you need more time, please let me know and I will add it under Action Items/New Business earlier in the meeting. If your committee will after the deadline to submit summary reports, you will be allowed to 10 minutes to report.

Dial in instructions:

1-866-275-1366, enter code 91230# when prompted.



Minnesota GIS/LIS Consortium
1000 Westgate Drive
Suite 252
Saint Paul, MN 55114
www.mngislis.org

Awards

No nominations received for Polaris; three awards will be given. Deadline is June 30. Neither do we have any nominations for the Lifetime Award, but there is no requirement to make an award each year.

Governor's Council

A very successful outstate meeting was held in St. Cloud on May 16. Dozens of people attended. Focus on regional collaborations. Presentations were made on a number of formal and informal collaboratives ranging from MetroGIS to the SW Minnesota GIS User Group. This is a topic which the Council wants to pursue as we look identify good models for these regional collaborations. A session is planned for the conference and an article for the next newsletter.

GIS seminar for LCCMR is scheduled for June 6.

Conference Committee Report

- The conference committee met on Thursday, May 10th.
- The Workshop Committee is currently gathering instructors.
- The Session Committee extended their Call deadline by a week and received 75 abstracts.
 - Individual=48
 - Panel=9 (4 60 min, 5 90 min)
 - Product Demo=4
 - Student=2
 - Posters = Only 12 people took advantage of the renewed poster discount.
- The Entertainment Committee is still researching three venues for our Wednesday evening event.
- The Communications Committee is doing a great job of reaching out to IA, IL, and WI GIS Users.
- We have 8 Exhibitor's at the moment.
- It looks like we might have a "Globe" theme.
- Preliminary Conference Brochure materials are due June 15th.
- Conference Budget will be brought to the Board for approval at the next meeting.

Professional Development Committee:

SOUTHERN MN WORKSHOP:

This workshop was held on Thursday, May 24th at Skok Hall Computer Lab located on the St. Paul Campus of the U of MN. A total of 23 people registered for the conference which was instructed by Ryan Kirk.

Gross income = \$4025 (\$175 x 23 registrants).

Expenses = \$1352.92

\$250.00 hall rental

\$600.00 instructor's honorarium

\$455.52 catering expenses

\$ 47.40 manual expenses

Net Profit = \$2672.08

NORTHERN MN WORKSHOP:

Due to extremely low registration numbers (3), we would not be able to break even on this workshop and therefore it has been cancelled. Ewald will be submitting refunds to the two individuals who paid by credit card. The third submitted a purchase order. Dave at Ewald submitted a changed in the language for the website to reflect the cancellation effective May 30th as well. Gerry Sjerven has also been contacted and asked to announce this.

Database Committee

On April 27th, Banette and Mark met with Dave and Kathie of Ewald to review where we were at in regards to the member's database and its linkage to the MN GIS/LIS web page via Affiniscape and to establish timelines. It was agreed by all at this meeting with Ewald that the Membership portion of the web page should be ready to go by the time of the next Board mtg; June 1st.

Membrosia and Affiniscape Synchronizing

During that meeting, Kathie and Dave confirmed that they did not have a technical solution for synchronizing the Membrosia (their in house application) and Affiniscape (the web-based database behind our web site) databases but that they had retained Alto Consulting out of Edina to create a solution for them. They; however, anticipated that it would be several months until this solution would be ready to use. In the interim, they communicated that they were comfortable synchronizing the databases by hand even in the event that 400 members all get in and change their information at the same time after our member communications go out encouraging folks to do so (this was confirmed by Kathie of Ewald in a subsequent email dated May 3rd from Mark).

Web-Based Members Section

During the April 27th Ewald meeting, general communication flow of Consortium membership and associated mechanics of such from the Consortium web page were discussed.

We also communicated during the meeting with Ewald that we wanted to retire the current Mailing List utility currently on the web site and incorporate it into the members profile information where members could control how they get Consortium communication along with their other preferences, Ewald said this would not be a problem and that they would work with Gerry to make it happen.

Ewald communicated that they use a third-party payment service through Affiniscape called Plug & Pay to process members payments and demonstrated its security features (i.e., SSL Encryption & https).

On May 1st, the database committee discussed various outstanding questions Ewald had (which we generated during the April 27th meeting) via conference call and came to consensus. One of the items discussed was whether the member could choose the fields individually or simply elect to be generally searchable or not across the board and if the member could choose individually, which fields to make searchable by default. The committee decided that the member should be able to turn on or off individual fields and that they all should be turned on as searchable by default (including phone number). It then would be incumbent on the member to login and uncheck fields that they did not want searchable which would be communicated to members many times through various means. Mark communicated in writing to Ewald succinct directions on how to proceed as based on the committee's decisions on May 2nd.

Mark also committed to providing Ewald with language to post on the web site intended to communicate to members the benefit of membership and the mechanics of establishing a membership and how to subsequently log on to edit one's profile; Mark provided this language to Ewald on May 3rd.

In an effort to get everyone on the same page and to keep Ewald to task, Banette created a mock-up of the member's web sites which she delivered as a MS Word Document attachment via email to Ewald and Gerry on May 17th. Gerry began making edits per Banette's mock-up and provided a preview on May 21.

LMIC Report

. **LMIC budget:** Governor Pawlenty signed the bill that includes base funding for LMIC of \$889,000 for FY08 and \$895,000 for FY09, FY10 and FY11 (the current budget is \$805,000). Thanks for everyone's efforts to restore the funding!

2. **FSA NAIP photos - 2006:** imagery added to

- NorthStar Mapper (www.lmic.state.mn.us/chouse/northstarmapper.html) and
- WMS (www.lmic.state.mn.us/chouse/wms_image_server_description.html)

3. **FSA NAIP photos - 2008:** \$100,000 of state funds have been committed to date (25% of total needed for state partnership). The agreement needs to be finalized by the end of the year.

4. **Pandemic flu project:** LMIC and its contractor, Scientific Technologies Corporation (www.stchome.com) is documenting state agency-specific avian flu and pandemic business needs relative to existing and required GIS capacities. This project includes interviewing key staff who are responsible for fulfilling their agency's response assignments during a declared emergency. When completed, this project will help provide a solid foundation for designing and implementing an effective state agency GIS support system for pandemic planning and mitigation. The final report is due at the end of June.

Newsletter

Summer newsletter is available.