

AGENDA
MN GIS/LIS Consortium Board
Friday August 20th, 2010
09:30 a.m. to 12:30 p.m. Board Meeting
Location – Ewald
1000 Westgate Drive, Ste. 252
St. Paul, MN 55114-1067

To: **2010 GIS/LIS Consortium Board Members:**

Board Directors

Jesse Adams - Secretary
Steve Benson - Board Chair
Tim Loesch - Treasurer
Heidi Gaedy - Private Sector
Kari Geurts - State Government
Josh Gumm - At-Large
Dave Kelley - Higher Education
Tami Maddio - Conference Chair Elect
Sarah Schrader - Board Chair-Elect
Stacey Stark - Conference Chair
Adam Snegosky, Local Government

Ex-Officio Members

Rebecca Foster - Past Chair
Nancy Rader - MnGeo

Committee Chairs (Non Board Members)

Mark Kotz - Awards
David Kelley - Scholarship
Gerry Sjerven - Web Administrator
Ben Richason - Education
Sally Wakefield - Prof. Development

From: Steve Benson, Chair

If you are unable to attend or will be late to this meeting, please call Steve @ work (218) 327-4149, or cell phone (218) 259-0919 or send an e-mail to: steve.benson@state.mn.us

AGENDA

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

Action Items\New Business (09:30-12:30)

- **Annual Report**
- **2010 Spring Workshops/Budget** Wakefield
- **2010 Conference** Stark
 - Budget: Where are we, and what decisions need to be made?
 - Mentors: How's sign up going? More promotion needed?
 - Sponsorship plans, registration issues (promotional codes, discount, Affiniscape limitations)
 - Conference boot camp not happening; MAGE email from Sara Damon asking for presenters at GeoFest. Sept 1 proposal deadline.
 - Carrie Bartz?
 - Briefly for future years regarding costs,
 - Small rate increase as suggested by Ewald consideration for next year?
 - Beverage only at breaks; no food?
 - Change in venue away from Duluth? Future commitments?
 - Spreadsheet of previous conference costs
- **Endowment Fund Transfer transfer the 4000 from last year?**

- Just follow up – where are we?
- **Recognition of instructors who donate stipends to scholarship**
 - Need to decide how to best do this.
- **Affiniscape 360 presentation summary**
- **GISSO event summary.**
 - Did you ever get a report from Maggie Voth after the event? That was one of our requirements for the event grant – they would provide us with a summary including budget of event and number of attendees etc.
- **Review pages on GIS/LIS website and assign which committee or member to update/maintain that page.**
 - This came up during our June meeting. Kari suggested we take time to assign people or committees certain pages to keep an eye on and let Gerry know of any edits or updates that should be made. Rather than expect Gerry to review and maintain the entire site.
- **Goals status**
- **SCSU issues**
- **Committee Reports**
 - Consideration of approval for Polaris award nominations
- **Round Robin**
 - Issues in general
 - Any Ewald issues for the next monthly follow up request from Scott?

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

Committee reports are 5 minutes in length, and are intended as a **summary only**. If you have more than a summary (i.e. this is going to take more than 5 minutes), please let me know and I will add it under Action Items/New Business. If you are planning to call for an action item, or just a long discussion, it should be done prior to the summary reports

Conference Call Instructions:

Dial: 1-866-394-4146

Participant code: 11191230#

Board Chair: 11172589#



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

Committee Reports – August 2010

Awards

- **Polaris Award:** The Committee received the following four nominations. The names in bold are the three recommendations to the Board to approve as this year's winners.
Steve Benson, Rebecca Foster, Tom Zeisler, and Nancy Rader
- **Lifetime Achievement Award:** The Committee did not receive any nominations this year

Conference Committee Report

Program - Registration opened August 5, early registration closes September 10. We would like to have different colored name badges for students. We will request that Ewald ask for a student ID, at least randomly on student registrations. We may also want to acknowledge special guests (lifetime achievement award winners, VIPS) with other colored badges. We are still looking into implementation of a promotional code for special registrations. An announcement will be sent to schools announcing the mentorship program.

Several members of the conference committee met with the DECC Events Planner in July. The DECC had booked a smaller conference in the Harborside Ballroom on Friday of our conference. We expressed our regrets, that this was a highlight of the conference last year. Scott from Ewald called the DECC and pointed out that we had reserved it in the contract. After consulting us, the DECC moved the smaller conference to the Ballroom Friday morning (we will not be using it, although it will somewhat impact sessions held upstairs) and reduced our fee by \$2000. The DECC also indicated that they had some network improvements that will benefit our Wednesday workshops.

We will be implementing online evaluations this year. The drawing for the workshop door prize will still be tied to the evaluation and will happen post-conference. We plan to just use raffle tickets for the other door prizes.

We are still hoping to consider advertising revenue for the conference brochures and other sponsorship. This has not been started. Tami and Stark will talk about sponsorship in the printed materials, consult Ewald, and contact vendors.

Workshops - Attempting to cap total hands-on computer needs to about 80 – we will keep a close eye on registration. No BYOL.

Sessions – Our final agenda has 6 concurrent session tracks, except for Friday morning when there are 7. We rejected several abstracts this year, and need to remind people that they need to be diligent about including all relevant details in an abstract and considering whether they really need to put in more than one. There will be a Google Doc posted to volunteer for moderating a session or otherwise volunteering at the conference. We will have a member's favorite poster judging this year.

Entertainment - We received a \$1000 grant from the MN DNR Coastal Program for the Aquarium Event, following Clint Little's suggestion to apply. We have secured sponsorship from Pro-West and North Point Geographic Solutions for T-shirts for the fun run in the same amount as last year. There are plans for a scholarship raffle at the conference this year.

Education

- No Report this month

MnGeo State Government Geospatial Advisory Council

- A Council meeting was held Tuesday, July 13th at the Centennial Office Building, St. Paul from 10:00-Noon.
- OET update:
 - The Enterprise Architecture: In consultation with stakeholders, OET is currently fine tuning the way decisions are made regarding IT standards, policies, and guidelines.
 - Data Center Consolidation: The State has 40 to 70 "data centers" or "server rooms" and OET is determining how best to consolidate or "co-locate" them.
 - Enterprise Assessment: The Legislature directed OET to conduct a study to identify potential cost savings for consolidating all Executive Branch IT functions either into OET or outsourcing it.
- Jessica Deegan presented an overview of the work of the Geospatial Commons workgroup, a joint venture of the MetroGIS Technical Leadership Workgroup and the MnGeo Standards Committee.
- Chris Cialek led a discussion on ArcGIS V.10.
- David Arbeit led a discussion on Staffing Rosters/Mutual Aid. MnGeo will develop a geospatial staffing and skills set survey from which a people resource inventory could be created.
- The next meeting will be held Tuesday, September 21st at the Centennial Office Building, St. Paul from 10:00-Noon.

MnGeo Statewide Geospatial Advisory Council

- A Council meeting was held Tuesday, June 30th at the Centennial Office Building, St. Paul from 10:00-Noon.
- An Awards Committee was developed to review the nominations for 2010 the Governor's Geospatial Commendation Awards and make a recommendation to MnGeo.
- Mark Kotz presented an overview of the work of the Geospatial Commons workgroup, a joint venture of the MetroGIS Technical Leadership Workgroup and the MnGeo Standards Committee. The Minnesota Geospatial Commons is intended to be the single place to go on the web to find and share geospatial resources about Minnesota. Key functions include the means to find, evaluate and share resources, and to administer the site. The workgroup is aiming to have a prototype available by the MN GIS/LIS Conference in mid-October.
- The Council had an open discussion on how MnGeo has been performing almost a year later after its creation and Member & Community Issues & Needs.
 - The main concern from the Community is how budgets will be very tight in the foreseeable future.
 - A member suggested that MnGeo needs at least one full time employee dedicated to Emergency Preparedness.
 - There's concern that in the nonprofit area there are a lot of data, maps, analysis and other products that are created and not part of the public domain.
 - As far as MnGeo's activities the council needed more time to assess the progress.
- The next meeting will be held Wednesday, September 29th at the Centennial Office Building, St. Paul from 1:00-4:00pm.

All meetings of both councils are open to the public and meeting materials and presentations are posted online. For more info, see: <http://www.mngeo.state.mn.us/councils/index.html>

MnGeo

- **Plans for 2011 spring leaf-off air photo flights:** The State of Minnesota is planning to acquire ½-meter resolution digital color aerial imagery for 36 counties in southern Minnesota in the spring of 2011 and is interested in exploring potential collaboratives with counties and others to increase the resolution of the imagery acquired through this project – to date, McLeod and Murray counties will be partners. Slides from informational meetings held in Marshall, Rochester and Mankato, along with more information about other phases of the project, are online here: <http://www.mngeo.state.mn.us/chouse/airphoto/spring2009-2015.html>
- **Field Notes Scanning Project:** The project to scan, index, and distribute the General Land Office Public Land Survey Field Notes has begun. Track progress at: <http://www.mngeo.state.mn.us/chouse/GLO/fieldnotes/index.html>
- **LCCMR proposals:** The projects that LCCMR is recommending to the Legislature for 2011-12 funding are listed here: <http://www.lccmr.leg.mn/RequestforProposals/2011-2012/2011-2012recommendations.html>. Many involve the collection of data that will be useful to GIS professionals. MnGeo has explicit roles in two projects:
 - [015-A2](#): Strengthening Natural Resource Management with LiDAR Training
 - [157-F3+4](#): Optimizing Biogas' Role in Meeting Minnesota's Energy Goals

Membership Services

[DatabaseWebsite](#)

Please review the list of questions the Consortium asked Ewald and their answers in blue:

1. Make sure that ALL necessary information gets into the database for on site registration including Name, Address, Phone, Email, credit card information. **At the registration table (on-site) there will be registration forms that will have all of this information on it. Once the conference is over, these On-Site registrations will be brought back to the office and entered into the database. Neither Staff nor any GIS volunteer will be allowed to fill out any part of a registration form moving forward. This is part of the PCI Compliance certification process that we have gone through.**
2. The spring workshops exposed some database issues such as credit card numbers written down incorrectly or not at all. Ewald should provide a process to be used. **Again, no one other than the registrant will be allowed to write down or handle a credit card on site. The registration forms will have sufficient room for registrants to fill in all of the necessary information themselves. Again, these will be entered into our system at the earliest possible time and once done; I do believe that the credit card number will be destroyed. Again, this has been covered with all staff at Ewald Consulting as part of the PCI Compliance.**
3. How should the workshop waiting list be handled. There was an issue at spring workshops with over booking and not taking the people on the waiting list first. Also, the online registration allows registrants to not complete the registration (without paying) and still holds their spot. Ewald should provide a process to be used. **I would like to say that this be handled internally (at Ewald) and that no one other than Scott or I make any sort of change to the workshop registrants. What has happened in the past is that other Admin users may have made a change, told someone in the office to increase the room limit, or some other change, and any waiting list was not consulted. One problem that**

this poses is that we have been working hard on getting the GIS Members to register themselves (for data accuracy) and having an admin add someone to a workshop can be tricky. Bottom line...Scott and I should be the ones to maintain the waiting list and to determine when to add someone as well as change any room caps. This to me is a timing issue.

4. Discussed the outstanding payments from the 2009 conference and figure out a way to not allow those people to register for 2010 until paid in full. Ewald should provide a process to be used. **I believe that we discussed the resolution to this at the meeting we had. Staff has the ability to pull a list of non-payees from 2009 and compare it to 2010 registrations. If we find a match, then we can contact them to inform them that we are still awaiting payment from 2009 and that they will need to pay that balance before we can allow their registration for 2010 to go through.**
5. Need to figure out a way to get the people who got \$20 off registration certificates to use them online when registering this year and a way for them to transfer them to someone else. Ewald should provide a process to be used. **This can easily be done by using the promotional code feature in the registration module. All the registrant would need to do would be to enter the code on the certificate exactly as it reads into the promotional code box on the registration page and it will automatically deduct the amount. The caveat is that we, staff, need to know what that code is so we can get it set up before hand. If these have already been handed out, we should get the list of names and begin working directly with those individuals to get this done.**

Future Database Goals

1. Vendor management in the database
2. Additional data to add to the database
3. Historical information incorporation
4. Web Advertising

Newsletter

- The Summer issue is online.
- The Fall issue deadline has been moved to **August 23** – please be on the lookout for article ideas and pass them along to Nancy.

Outreach

- No Report this month

Professional Development Committee

- No Report this month

Scholarship

- The committee is developing an annual calendar to make sure all members know what steps need to be taken at what point during the year
- David Kelley was named chair earlier in the summer.
- Two students have confirmed that they will not compete: BSU and UMD.
- Student info and abstracts are due to conference committee by Aug 20 at the absolute latest. At this point, the information we have as of 8/13/10 is probably not going to change.

- Working with session's committee, space and times for student competition have been set.
- Graduate papers will need to be submitted to judges for review at least two weeks prior to conference.
- The committee still needs to contact vendors about possible raffle donations.
- The committee has been in contact with all but one student. The Macalester student has not yet responded. We have sent four follow up notes including the faculty representative in the hope that as we get closer to school, we'll catch him.
- Scholarship committee needs to identify competition judges. Any suggestions should be directed to David Kelley.

Email from Will Craig Regarding Possible Participation with MAGIC
July 29th, 2010.

Sarah --

MAGIC is an organization of nine Midwestern states: AR, IA, IL, KS, MO, NE, ND, OK, SD. They hold a biennial conference on even-numbered years -- usually in Kansas City. Ron Wencil and I attended this past Spring.

Aside from being a conference, it is a forum for bringing folks together. They have monthly phone calls involving all the states. They undertake a variety of projects committees to work on them; e.g., a) Clearinghouse, Addressing/Centerlines, Emergency Preparedness, Communications, Education/Outreach, and Grants/Scholarships. The website <http://www.magicgis.org/> lists these benefits:

- Establishing linkages between GIS users having similar application interests
- Facilitating communication and data sharing across levels of government and between government, industry and academia
- Promoting spatial data standards and land records modernization
- Promoting collaboration and advancement of geospatial technologies

That's the official line. Let me give a more personal spin to this:

Advantages

- Great conference, relatively close, good for our members.
- Their conference is in the Spring. No direct conflict with ours.
- Network with other states. Learn how they deal with similar issues.
- Participate in developing solutions that benefit MN.
- Collaborative voice on national issues. More than just MN.

Disadvantages

- Requirement that we have 2 people on their Steering Committee. Monthly calls.
- Some competition against our workshops/conference.

The more I think about this, the more I'm wondering if MnGeo shouldn't be part of this too. The committee list looks like those reporting to MnGeo. Many, but not a majority, of the [steering committee members](#) are state GIS directors or other state people. Yet, because of the conference, MnGeo cannot do it alone.

The best way to learn more is to participate in one of their monthly calls. Amber Reynolds, chair of the Steering Committee, has invited us to do that. I've attached an agenda from the most recent meeting. The next meeting is August 26 by teleconference. It starts at 9:30. Amber tells me the meetings can run from 30 minutes to a couple hours. If the consortium likes it, we could begin talking to MnGeo about joint participation.

Illinois joined at the most recent conference. I have email requests to their steering committee members asking why they did it. I have a response from one, but not the other yet. I will forward that when it arrives. The first response was a typical small town guy near East St. Louis who needed some some GIS training and networking. The [Illinois GIS Conference](#) is in Northern Illinois. His response doesn't help us.

Will

	A	B	C	D	E	F
1	2010 Conference Budget			BOLD numbers are firm		
2				pink are changes		
3	Attendance Estimates		2008 Actuals	2009 Actuals	2010 Estimate	notes 2010
4		Fun Run Sponsorship Income		\$ 653.50	\$ 700.00	pro-west / north points gis
5		DNR Grant for Entertainment			\$ 1,000.00	grant entertainment
6		DECC refund			\$ 2,000.00	booking issue
7		Income Total		\$ 653.50	\$ 3,700.00	
22		Conference Total Registration	\$ 128,855.00	\$ 129,945.00	\$ 130,000.00	
23						
24		Exhibitors				
25		Early	21	20	20	
26		Late	8	7		
27		Non profit	2	1	1	
28		Complimentary	3	2	2	MnGeo comp (2), CompassTools (2), UMD
29		Exhibitor Total	\$ 20,950.00	\$ 19,750.00	\$ 20,000.00	21 as of 8/13/10 \$13575
30		Conference Income Total	\$ 149,805.00	\$ 150,348.50	\$ 153,700.00	
31						
32	Accoun	Design/Print				
33	8160	Call for Presentations	\$ 1,284.46	\$ 1,558.43	\$ 1,758.35	2-color postcards
34	8160	Exhibitors Brochure	\$ 310.83	\$ 682.66	\$ 820.87	
35	8160	Preliminary Program	\$ 3,828.95	\$ 1,834.19	\$ 2,634.92	
36	8160	Final Program/Proceedings	\$ 4,244.39	\$ 3,724.13	\$ 2,800.00	add pocket (+ \$300), reduce pages by 1/3
37	8160	Design - folders and stickers	\$ 648.48	\$ 987.70	\$ -	no folders this year
38	8213	Final Packet Printing	\$ 750.00	\$ 791.56	\$ 200.00	evaluation online? available at front reg
39	8213	Miscellaneous Copying/Printing	\$ 1,868.40	\$ 2,680.57	\$ 1,800.00	
40		Total Design/Print	\$ 12,935.51	\$ 12,259.24	\$ 8,255.79	
41						
42	Accoun	Mail Service/Postage				
43	8150	Call for Presentations	\$ 462.63	\$ 500.75		Included in CFP printing above
44	8150	Exhibitors Brochure	\$ 231.00			Included in exhibitor printing above
45	8150	Preliminary Program	\$ 676.95	\$ 600.74		Included in pre-program printing above
46		Total Mail Service/Postage	\$ 1,370.58	\$ 1,101.49	\$ -	
47						
48	Accoun	Invited Speakers Honoraria/Travel				
49	8125	Full Day Workshop Honorarias	\$ 1,800.00	\$ 1,800.00	\$ 600.00	
50	8125	1/2 Day Workshop Honorarias	\$ 2,700.00	\$ 2,700.00	\$ 5,000.00	add \$200 for P Ramsey (16 x \$300)
51	8125	Keynote Speaker	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	
52	8125	Luncheon Speaker	\$ 1,200.00	\$ 600.00	\$ 1,000.00	
53	8183	Keynote Travel & Lodging	\$ -	\$ 400.00	\$ 1,000.00	from Vancouver
54	8183	Luncheon Speaker Travel & Lodging	\$ 717.45	\$ -	\$ 900.00	from Denver
55		Total Invited Speakers Honoraria/Travel	\$ 7,917.45	\$ 6,500.00	\$ 9,500.00	
56						
57	Accoun	Facilities				
58						
59	8115	Convention Center	\$ 12,960.00	\$ 7,200.00	\$ 7,200.00	
60		MCC Discounts	\$ (2,660.00)			
61		(Deposit)	\$ (1,000.00)	\$ (1,000.00)	\$ (1,000.00)	
62		(Hotel Room Rebate)	\$ (5,950.00)	\$ -	\$ (1,500.00)	
63		Total Facilities	\$ 3,350.00	\$ 6,200.00	\$ 4,700.00	
64						
65	Accoun	Food Service				
66		Workshop Wednesday				food: incr by 10%, and round up
67	8117	Continental Breakfast	\$ 656.25	\$ 739.00	\$ 825.00	
68	8117	Morning Break	\$ 673.75	\$ 544.00	\$ 600.00	
69	8117	Box Lunch	\$ 1,725.00	\$ 2,477.25	\$ 2,725.00	
70	8117	Afternoon Break	\$ 700.00	\$ 548.74	\$ 600.00	
71		Conference Thursday				
72	8117	Continental Breakfast	\$ 1,968.75	\$ 1,831.50	\$ 2,025.00	
73	8117	Morning Break	\$ 1,886.50	\$ 1,131.00	\$ 1,250.00	
74	8117	Lunch	\$ 7,350.00	\$ 8,025.00	\$ 8,825.00	
75	8117	Afternoon Break	\$ 1,800.00	\$ 1,121.00	\$ 1,250.00	
76	8117	Vendor Reception est 425 (food only)	\$ 6,075.00	\$ 5,850.00	\$ 6,450.00	
77		Comp Reception Drinks - Tickets	\$ 197.00	\$ 315.75		
78		Conference Friday				
79	8117	Continental Breakfast	\$ 1,443.75	\$ 1,472.50	\$ 1,620.00	
80	8117	Morning Break	\$ 1,347.50	\$ 861.00	\$ 950.00	
81	8117	Lunch	\$ 3,847.50	\$ 4,203.00	\$ 4,625.00	
82	8117	Facility Service Charge & Taxes		\$ 5,701.58	\$ 6,275.00	
83	8117	Conference Committee Meals	\$ 111.55	\$ 321.18	\$ 250.00	
84		Total Food Service - Mid Range	\$ 29,782.55	\$ 35,142.50	\$ 38,270.00	\$2625 food increase for inflation

	A	B	C	D	E	F
85						
86	Account	Entertainment/Awards/Gift Items				
87	8181	Welcome Reception - Cost of Facility	\$ 250.00	\$ -	\$ 750.00	125 people
88	8181	Welcome Reception - Food	\$ 2,499.71	\$ 1,223.30	\$ 750.00	125 people
89	8181	Welcome Reception - Entertainment	\$ 1,000.00	\$ -		
90	8181	Beer Tasting Food	\$ 812.27	\$ 931.88	\$ 1,025.00	
91	8181	Beer Tasting Room Rental		\$ 351.00	\$ 351.00	2010 rate
92	8181	Beer Glasses	\$ 413.78	\$ 284.50	\$ 300.00	
93	8181	Beer Tasting Decorations/AV	\$ 180.60	\$ 278.21	\$ 300.00	
94	8181	Ice Sculpture	\$ -	\$ -		
95	8181	New Events	\$ 246.92	\$ -		
96		Door Prizes	\$ 998.17	\$ 1,000.00	\$ 500.00	reduced this year
97		Award Plaques (Polaris, Lifetime)	\$ 212.36	\$ 355.17	\$ 375.00	
98		Volunteer Gifts	\$ 341.39	\$ 203.60	\$ 250.00	
99	8181	Fun Run T-Shirts		\$ 653.50	\$ 700.00	get sponsors
100	8181	Fun Run Permit Fees		\$ 75.00	\$ 75.00	
101		Total Special Events and Gift Items	\$ 6,955.20	\$ 5,356.16	\$ 5,376.00	
102						
103	Account	Supplies/Equipment				
104	8090	Hands-On Workshops Laptops	\$ 3,400.00	\$ 9,843.59	\$ 8,720.00	quotation with 80 machines, one-day
105	8090		\$ 1,230.00			
106	8090					
107	8090	4100 LCD Projector/Screen/Kit - From AV Co.	\$ 550.00	\$ 602.50	\$ 625.00	
108	8090	LCD Video Projectors - From AV Co.	\$ 3,200.00	\$ 3,400.00	\$ 3,500.00	
109	8090	Labor - From AV Co.	\$ 1,620.00	\$ 1,800.00	\$ 1,900.00	company contracted for many years
110	8090	Delivery/R&B - From AV Co.	\$ 150.00	\$ 150.00	\$ 175.00	
111	8090	Message/Poster Boards (DECC)		\$ 735.00	\$ 900.00	
112	8090	Screens (DECC)		\$ 3,696.50	\$ 4,050.00	includes all items below - DECC lump sum
113	8090	AV Carts (DECC)				
114	8090	Corded microphones (DECC)	\$ -			
115	8090	Wireless microphones (DECC)	\$ 65.00			
116	8090	Full size podium (DECC)				
117	8090	Stage Set-up (Ballroom)	\$ -			
118		DECC Personnel	\$ 1,690.36			
119		Keynote Sound	\$ 375.00			
120		Friday Lunch Entertainment	\$ 225.00			
121		Telephone				
122	8090	Facility Service Charge & Taxes		\$ 2,911.08	\$ 3,200.00	
123	8090	Internet Wireless Connection (DECC)	\$ 420.00	\$ 750.00	\$ 800.00	
124	8090	Internet Wireless Exhibitors (DECC)	\$ 420.00			
125	8090	Convention Services (Pipe & Drape)	\$ 2,086.50	\$ 2,433.50	\$ 2,675.00	
126	8213	Miscellaneous Supplies & Copies	\$ 54.85	\$ 170.69	\$ 200.00	
127		Total Supplies/Equipment	\$ 15,486.71	\$ 26,492.86	\$ 26,745.00	
128						
129	Account	Miscellaneous				
130	8173	Event, Beer Tasting, Fun Run Insurance	\$ 397.00	\$ 1,094.00	\$ 1,250.00	
131	8173	Beer Tasting Insurance	\$ 125.00	\$ -	0	Included Event Insurance
132	8160	Signage Printing	\$ 509.31	\$ 668.50	\$ 500.00	a lot can be reused
133	8213	Ribbons and Name Badge Holders	\$ 344.80	\$ -	\$ 250.00	get sponsors
134	8213	Lanyards	\$ -	\$ -		get sponsors or recycle ...
135	8183	Travel Costs for Ewald to Duluth	\$ 414.22	\$ 1,513.07	\$ 1,750.00	depends on if we apply comp rooms
136		Total Miscellaneous	\$ 1,790.33	\$ 3,275.57	\$ 3,750.00	
137						
138	Account	Administrative Fees				
139	8173	Ewald Conference Management Service Cost	\$ 39,000.00	\$ 32,991.74	\$ 39,000.00	max under current contract
140	8178	Conference Committee Teleconference Calls	\$ 216.75	\$ 113.81	\$ 200.00	
141	8040	Credit Card Processing Fees	\$ 2,304.54	\$ 1,308.98	\$ 2,000.00	last 3 mo
142		Total Administrative Fees	\$ 43,311.62	\$ 34,414.53	\$ 41,200.00	
143		Total Direct Expenses - Mid Range	\$ 122,899.95	\$ 130,742.35	\$ 137,796.79	mid-range attendance = 480
144		Total Net	\$ 26,905.05	\$ 19,606.15	\$ 15,903.21	