

**AGENDA**  
**GIS/LIS Consortium Board**  
**Friday, December 12, 2008**  
**11:00 a.m. to ???**  
**Location – The Home of Don and Suzanne Yaeger**  
**471 Suzanne Ave, Shoreview, MN 55126,**  
**phone 651-482-0859.**

**Board Directors**

Steve Benson - State Government  
Rebecca Foster - Chair Elect  
Kari Geurts - Conference Chair  
Leanne Knott - At-Large  
Tim Loesch - Treasurer  
Mark Packard - Private Sector  
Ben Richason - Higher Education  
Sarah Schrader - Secretary  
Jeff Storlie - Conference Chair Elect  
Sally Wakefield - Board Chair  
Jennifer Wittkopf, Local Government

**Ex-Officio Members**

Josh Gumm - Governor's Council  
Chad Martini - Past Chair  
Nancy Rader - LMIC

**Committee Chairs**

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

If you are unable to attend or will be late to this meeting, please call Sally @ 651-312-1000, or cell phone 612-442-5629 or send an e-mail to: [swakefield@1000fom.org](mailto:swakefield@1000fom.org)

**Dial in instructions:**

Sorry, no dial in available at this meeting

**AGENDA**

<b>Approval of Agenda / Additions to Agenda</b>	Wakefield
<b>Secretary's Report Approval of Minutes</b>	Schrader
<b>Treasurer's Report Approval of Report</b>	Loesch

**Action Items\New Business**

- |   |           |
|---|-----------|
| • <b>Scholarship Committee</b>                    | Martini   |
| ○ <b>Endowment Fund Management</b>                |           |
| ○ <b>Revenue from conference events</b>           |           |
| • <b>Emergency Preparedness GIS Contacts</b>      | Benson    |
| • <b>Event funding request</b>                    | Wakefield |
| • <b>Database meeting/Contract Prep - Jan 8th</b> | Wakefield |



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## Committee Reports – December 2008

### Awards

No Report

### Conference Committee Report

No report

### Database Committee

Meeting with Ewald scheduled for January 8<sup>th</sup> @ 2:00 PM

### Governor's Council

No report

### History

No Report

### LMIC Report

**FSA Photos Nearly Complete:** All of Minnesota's Summer 2008 FSA air photos are available as compressed county mosaics except for the southern third of Itasca County -- we expect to receive this file soon. LMIC has already created a WMS service for the natural color bands (red, green, blue) and is investigating creating a second WMS service for color-infrared (infrared, red, green). The photos can also be viewed in NorthStar Mapper; the capability to clip and download the photos is being added to NorthStar Mapper and should be available soon. For more info on the photos, see:

[http://www.lmic.state.mn.us/chouse/airphoto\\_usda\\_2008.html](http://www.lmic.state.mn.us/chouse/airphoto_usda_2008.html)

**Drive to Excellence Enterprise GIS Project:** The Drive to Excellence Sub-Cabinet has endorsed a recommendation to establish a Minnesota Geospatial Information Office (MGIO). The recommendation would create the MGIO within the Department of Administration to coordinate State agency GIS activities and support statewide coordination. A legislative initiative to create the MGIO and a budget request for new funding to supplement the LMIC base budget have been submitted. Applied Geographics will be submitting a draft Program Design and Implementation Plan containing their findings and recommendations to the State in December for review and comment. For more info, see an article in the forthcoming Winter issue of GIS/LIS News and the Enterprise GIS website: <http://www.gis.state.mn.us/committee/MSDI/dte.htm>

**FY2008-09 School District Maps and Data:** Updated school maps and data (district boundaries, attendance areas, and locations of public, non-public, and charter schools and district offices) from the MN Dept. of Education are available online:

Maps: <http://www.gda.state.mn.us/maps/SchoolDistricts/>

Data: <http://www.lmic.state.mn.us/chouse/metalong.html#admin>

### Newsletter

- The Winter 2008-09 issue should be online soon. Next deadline..... February 1, 2009

### Policy

No Report this month

**Professional Development Committee**

Spring workshops will be held on Thursday, May 21, 2009 at Arden Hills. We need a plan for moving forward with organizing these.

**Scholarship**

No report, see agenda for discussion and action items

**Web Committee**

No report.

# Conference Committee Report

December 12, 2008

## 1.) Conference Committee Wrap Up meeting

The conference committee met on December 4.

The committee reviewed the overall conference evaluation summary:

- Do we market the beer tasting too aggressively? The committee reached consensus what we are doing is fine.
- Should we consider adding another evening program for people not interested in the beer tasting? After some discussion, the committee reached consensus that there was already plenty of activities but that some non-alcoholic options should be available for non-drinkers (root beer floats, etc.).
- Discussed the idea of having the silent and/or live auction during the beer tasting. Also discussed the idea of having music during the beer tasting.
- Do we have too many programs going on at one time and should we consider fewer programs?
- Should we consider shortening the panel discussions (i.e. the time each presenter can speak)? The committee reached consensus that it is very difficult for speakers to get through what they need to, with questions, in less than 30 minutes and that the current time allotted is fine.
- Talked about the idea of having the business meeting before the closing speaker, the committee reached consensus that this was a good idea.
- Add a door prize form to the evaluation page to encourage more people to fill it out.
- Plan a best poster competition for next year.

### Sub-Committee Summaries:

#### A. Workshops:

1. Heidi Gaedy reported that getting sufficient feedback from people on what topics they want is very important. The survey does not seem to be working well.
2. Heidi strongly recommended that the name badges have the workshops listed on them again in 2009.
3. Heidi also recommended that time be built in for testing the software.
4. We discussed the need to limit the number of handouts for the workshops and to do only black and whit copies.

5. Remember to provide sign up sheets for the moderators.
6. Heidi had a few additional items that are listed under the “to do” list above.
7. The committee briefly discussed some other general concerns regarding specific workshops.

**B. Sessions:**

1. Perry Nacionales and Shelly Sentyrz reported that everything went well overall.
2. The major topics people indicated they would like to have in the future include health care, emergency management and crime mapping and GIS utilities.
3. The committee used Google docs to do all there organization and this worked well.
4. Should private companies who do a presentation be required to purchase a booth?
5. Design and offer a “sessions scheduler” for 2009.

**C. Facilities:**

1. Curt Fakler reported that the committee members did a lot of good work for decorations, posters, the license plates, etc.
2. Signage seemed to be fine. Jeff and Scott will need to work with the Duluth convention center to determine good sign locations.
3. The trivia challenge questionnaire also went well overall.
4. Request a good/clear map from the Duluth convention center for use in the on-site program.

**D. Entertainment:**

1. Overall people were pleased with all the entertainment.
2. There was some concern that the comedians at Goonies were a little too off color, but this did not seem to be a major issue for most.
3. Try to promote sponsorship for the Fun Run and Hot Dog contest next year. Also may want to provide more money in the budget.

**E. Silent Auction:**

1. Sarah Schraeder and the committee discussed the silent auction and ways to improve it.
2. Overall the amount raised was less than in previous years but there were a variety of reasons for this.
3. Dicussed the ideas for getting more donated items, how long should the auction be open, and when should it be held.

4. Highly recommended that if we do any scholarship fund raising events that we have a subcommittee chair to be responsible for helping organize it.

**F. Communication/Promotional:**

1. Jeff Storlie reported that the exhibitor database had been cleaned up significantly and that the follow-up calls were important and worthwhile.
2. An idea was presented to include exhibitor testimonials in the exhibitor brochure.

**G. Scholarship Committee:**

1. Chad Martini is the new scholarship chair and will be involved in the conference planning committee next year.
2. Everything with the scholarship program seemed to go well.

**2.) To Do for 2009:**

- Make sure the fun run and the vendor reception (or other activities) are not scheduled at the same time - Shelly
- The committee needs to consider setting a policy for:
  - o Handout printing – Jeff
  - o Should companies who provide a session be required to purchase a booth (Oracle did not in 2008) - Jeff
- Hold the annual business meeting prior to lunch rather than after to lunch to ensure better attendance - Jeff
- Try to place posters with exhibitors if space allows – Scott and Jeff
- Insurance and liquor license requirements - Scott
- Fun Run again in 2009 – Shelly
  - o Go through the city for approval
- Keep the buffet on the last lunch – Scott and Jeff
- Birds of Feather – how to improve, change schedule (so as to conflict with Beer Tasting) or even keep at all? - Jeff
- Keep workshops listed on name badges - Scott
- Session topics to strongly consider for 2009 - health care, emergency management and crime mapping, GIS for utilities – Session Chair
- Research Session Scheduler – so people can go online and figure out their schedule online and print off all the activities onto to one page – Joshua Gumm idea - Scott
- Make sure follow-up calls are made to exhibitors who do not initially purchase a booth - Jeff

- Make sure there are extra copies of handouts for each workshop that we print - TBD
- Add sign-in sheets for workshops to the moderator packet list for next year - Scott
- Consider a Best Poster Award – Jeff and Scott
  - o Have the ballot at the bottom of the overall conference evaluation.
  - o Use ballots/evals turned in for a door prize drawing and count the ballots to award the winner
  - o Door prize and award presented at final lunch

**3.) Other Business:**

- Kari reported that the conference net income was \$26,950.00. A total of \$3,278.00 was raised for the scholarship fund.
- Kari asked that subcommittee chairs send her any documents to be listed on the website portal and she will ensure they are made available.
- The next meeting is scheduled for February, 2009. Details to be provided by Jeff Storlie in January.