

**AGENDA**  
**MN GIS/LIS Consortium Board**  
**Friday, March 18<sup>th</sup>, 2011**  
**10:00 a.m. to 12:00 p.m. Board Meeting**

**Location:** Ewald Consulting – 1000 Westgate Drive Suite 252, St. Paul, MN 55114

To: 2011 GIS/LIS Consortium Board Members:

**Board Directors**

Jesse Adams - Secretary  
Steve Benson - Past Chair  
Kari Geurts - Treasurer  
Josh Gumm - At-Large  
Blaine Hackett - Private Sector  
David Kelley - Higher Education  
Tami Maddio - Conference Chair  
Bart Richardson - State Government  
Sarah Schrader - Chair  
Adam Snegosky - Local Government  
Ben Verbick - Chair-Elect  
Alison Wieckowicz - Conference Chair-Elect

**Ex-Officio Members**

Rebecca Foster - MnGAC  
Nancy Rader - MnGeo

**Committee Chairs (Non Board Members)**

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

From: Sarah Schrader, Chair

If you are unable to attend or will be late to this meeting, please call Sarah @ 651-385-3193 or cell phone 651-775-1417 or send an e-mail to: [sarah.schrader@co.goodhue.mn.us](mailto:sarah.schrader@co.goodhue.mn.us)

**AGENDA**

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

**Action Items\New Business**

- |   |          |
|---|----------|
| • Use of donated honorariums for conference budget – discussion             | Maddio   |
| • Increase Fall Conference and Workshop Registration fees – discussion      | Maddio   |
| • Volunteer Request for UofMN GISSO Job Fair Event - March 30 <sup>th</sup> | Schrader |
| • Spring Workshop Update  | Kelley   |
| • Review 2011 List of Goals   | Schrader |
| • Review Consortium web site to assign web pages to committees to maintain  | Schrader |
| • Round Robin   | Schrader |
| ○ Issues in general   |          |
| ○ Any Ewald issues for the next monthly follow-up request from Scott?       |          |

**Committee Summary Reports**

- |                                 |          |
|---------------------------------|----------|
| • Awards Committee              | Kotz     |
| • Conference Committee          | Maddio   |
| • Education Committee           | Richason |
| • Membership Services Committee | Foster   |

1. Database\Web Committee
  2. Newsletter Committee
  3. Outreach Committee
- Professional Development Committee
  - Scholarship Committee
  - Statewide Community Advisory Body
  - MnGeo Update

Geurts  
Rader  
Schrader  
Wakefield  
Kelley  
Foster  
Rader

**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.mngislis.org](http://www.mngislis.org)

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## Committee Reports – March 2011

### Awards

- No Report this month

### Conference Committee Report

- The conference committee met on March 10<sup>th</sup>. Tami is in contact with a representative from the NASA Lunar Reconnaissance Orbiter mission as a possible keynote address. The sessions committee is working on finalizing the Call for Presentations to go out in the next couple of weeks.
- The workshop committee has submitted the first questionnaire to Gerry for electronic distribution. The committee has decided to do a raffle again this year as a scholarship fundraiser and will submit all sponsorship opportunities in the letter to the vendors. We are working on expanding our vendor list beyond those currently on the list. If you have any business you think should be on the list, please submit them to the conference committee.
- The committee decided to make the Fun Run a more informal event and organize it as a group getting together to run on Friday morning.
- Tami is working with the finance committee on the splitting out the conference and scholarship budgets in order to better track the resources going towards the scholarship. We also discussed the necessity of raising conference and workshop fees this year. Fees haven't been raised in several years.

### Database Committee

- No report this month

### MnGeo State Government Geospatial Advisory Council

- A meeting was held Tuesday, March 15<sup>th</sup> at the Centennial Office Building, St. Paul from 9:00-Noon. Report Coming Soon.

### MnGeo Statewide Geospatial Advisory Council

### MnGeo

- **Spring Flood Preparations:** Information will continue to be added to: [http://www.mngeo.state.mn.us/committee/emprep/response\\_events/flood/index.html](http://www.mngeo.state.mn.us/committee/emprep/response_events/flood/index.html)
- **USNG Reference Maps:** Use a new application for identifying and downloading U.S. National Grid (USNG) maps that exist statewide in PDF format. These maps show the location of hospitals, schools, police and fire stations and were products of the FGDC 2008 CAP grant MnGeo received for the Minnesota Structures Collaborative. The viewer was created using OpenLayers and is at: <http://www.mngeo.state.mn.us/USNG/maps.html>
- **Emergency Preparedness Conference:** The Emergency Preparedness Committee staffed a booth at the Minnesota Governor's Homeland Security and Emergency Management Conference on March 8-9, and created a webpage to provide the resources that were on

display: <https://sites.google.com/site/mngeoepc/>

- **Geospatial Commons:** The Geospatial Commons Workgroup's mission is to create a coordinated, next-generation website that will allow users to better find and publish Minnesota geospatial data, web services and applications. The group has created a testbed site and has prepared a status report for sponsoring agencies; it is waiting for feedback from the sponsoring agencies before creating a project plan for a production version of the Commons. See the workgroup webpage for links to the testbed and status report: <http://www.mngeo.state.mn.us/workgroup/commons/>
- **Broadband Mapping:**
  - The National Telecommunications and Information Administration (NTIA) released a national broadband map in mid-February. It is a composite presentation of the data compiled by State programs: <http://www.broadbandmap.gov/>
  - ConnectMN, the organization compiling the Minnesota data, reported to the Minnesota Broadband Taskforce in December 2010 on the state's broadband adoption and adoption barriers: [http://www.connectmn.org/documents/MNPlanningReport\\_ALL\\_screen.pdf](http://www.connectmn.org/documents/MNPlanningReport_ALL_screen.pdf)

### Newsletter

- **Spring issue:** Copyediting will wrap up soon.

### Outreach Committee

- A Group page on LinkedIn was created on February 21<sup>st</sup>, 2011. As of March 15<sup>th</sup>, there are 38 members on this Group page.
- As of March 15<sup>th</sup>, there are 142 members on the Consortium's Facebook page.
- Work is continuing on the 2010 Annual Report to finalize the financials and other information.

### Professional Development Committee

- Spring Workshops Update – Meeting Agenda Item

### Scholarship

- No Report this month

### Web Committee

- No Report this month

**Minnesota GIS/LIS Consortium**  
**Treasurers Report for February, 2011**  
**Date of Report: 03/18/2011**  
**Prepared by: Kari Geurts**

Account Status as of 02/28/2011

<b>Account</b>	<b>Balance</b>	<b>Description</b>
General & Reserve Fund	\$48,657.61	Affinity and Wells Fargo accounts
Accounts Receivable	\$9,275.00	Unpaid invoices
Other Assets	\$6,650.00	Prepaid expenses, Inventory, Undeposited funds
Accounts Payable	-\$1,118.01	Unpaid bills
<b>Balance</b>	<b>\$63,464.60</b>	<b>Total Assets</b>
Deposits	\$235.08	Registrations and interest
Expenses	\$68.30	See profit/loss detail
Scholarship Endowment	\$28,114.39	Affinity savings account

**Treasurer Comments**

Met with Amanda on 3/10/2011. The Wells Fargo account has \$3,057.61 balance. However, we have a bill for the Web contract \$1,020.00 and a bill for Affiniscap \$2,000.00 to pay. I signed the check to pay for the web contract but I am waiting to sign the Affiniscap bill. I asked Amanda to close the Wells Fargo account and have them issue a cashier's check for the remaining balance.

This leaves us without enough money to open the checking account at Affinity. I think we should move \$10,000.00 from the Affinity savings account to the business checking account for general operations. In addition I will deposit the cashier's check from Wells Fargo into the checking account. This will give us enough money to cover Spring Workshop and Fall Conference expenses.

I have made significant changes to the Board budget (see draft 2011\_General\_Ops\_Budget\_Worksheet\_v2.xlsx for details). I separated out all the Fall Conference classes and account codes (Tami will have the details in her budget). In addition, I created a Spring Workshop budget and Rebecca filled in what she could to get us started (see 2011 Spring Workshop Budget\_Reb.xls.xlsx for details). I went over these changes with Amanda and she agreed to make the changes when the budget is approved.

Additional documentation on the portal includes the 2010 General Ops Expense Detail.pdf which is the actual expenses by code for 2010 and 2011\_Budget\_classes\_account\_codes.xlsx which is the revised classes and codes for the new budgets.

Deposits:

FDL Development Fall Conference Registration	\$235.00
Interest Income	\$0.08
Total	\$235.08

Expenses:

Phone Service	\$3.18
Postage	\$1.94
Printing (Conference)	\$15.15
Rent/Storage	\$2.19
Bank Fees Wells Fargo	\$45.84
Total	\$68.30