

February 4, 1999

***Attendance –***

Jim Lacy - CALMIT  
Larry Zink – State GIS Coordinator  
Jim Merchant - CALMIT  
Jim Langtry - Lancaster County Engineering Department  
Ed Kelley – Nebraska Department of Roads  
Scott Richert – Lancaster County Assessor’s Office  
John Beran - State Surveyor's Office  
Clay Buell – State Surveyor's Office

***Purpose of meeting –***

Jim Merchant brought the meeting to order for discussion of GIS/LIS Association development, and to plan for the 1999 Nebraska GIS Symposium.

***Association meeting comments –***

Larry Zink initiated discussion by stating that he had devoted some time to looking over the draft of the association constitution, as submitted by Jim Lacy and Scott Richert. Larry suggested that the bylaws be introduced at the symposium breakfast as a draft presentation only, with revisions to be made, as needed, for final approval at a later time.

Jim Merchant asked the group to define what benefits should be made available to association members in return for their membership fees. Some of the suggestions included the following:

- Reduced membership fees for the NE GIS/LIS Assoc. and the Mid-America GIS Consortium.
- Discounts for other area GIS events.
- Directory of members, based on location, expertise, etc.
- Calendar with photos from symposium posters.

In referring to the idea of having other area GIS events, Larry Zink suggested that a series of regional GIS Forums, throughout Nebraska, might be beneficial for people who are not always able to make it to Lincoln for such occasions. These events could occur during a non-symposium year, and be championed by a local GIS person, or persons, from a given area.

Jim Merchant suggested that regional GIS Forums might be a good planning task for a subcommittee of the association, once it is established and operating. Jim also shared that the association needs to be looking for a potential treasurer. This would be someone who is willing to help initiate a non-profit status, do billing procedures, and manage financial accounts.

With regard to non-profit status, Larry Zink offered to look into securing some assistance from attorneys to put something together on that issue.

The issue of association board members, and how to select them, became the next item up for discussion. Two alternatives surfaced during this discussion. The first alternative suggested that nomination forms be sent out to symposium registrants soliciting candidates for the board. The second alternative suggested that the existing planning committee double as the initial board, and candidate nominations could be solicited during subsequent elections.

Larry Zink requested that the planning group devote some time to doing a general overview of the association constitution to clear up some confusion and eliminate discrepancies in a few areas. Some of the areas discussed include the following:

- Decide if there should be a difference between the cost of regular and student memberships.
- Decide if agencies should be allowed to have multiple discount memberships for potential voting purposes, or for any future lobbying efforts that could produce a conflict of interest.
- Verify the definition of the term affiliate member, as established in the constitution.
- Establish second quarter of the calendar year as the time period for annual meetings of the board.
- Establish quorums to conduct business at the annual meeting, and call special meetings to order.
- Define the organization of the board as including the following members; President, President-elect, Past President, Secretary, Treasurer, and other regular board member positions.
- Stipulate that, in the event the association should be dissolved, all association funding and resources must go to a non-profit group.
- Determine if a mail vote of the membership can be substituted for a live vote.
- Determine that the board should, at some point in the future, establish a process for authorizing any relevant subcommittees to be convened under its guidance.
- Authorize the association to be affiliated with other groups, as deemed appropriate.
- Establish indemnification; the provision for insurance and protection against lawsuits.
- Establish that any amendments to the association constitution require a 2/3-approval vote by the board.

Jim Merchant requested that some time be set aside during the next meeting for the planning group to discuss any perks and events that should be available for paying members of the association. Jim also suggested that if there were any ideas for an association logo, it should be submitted by the end of February.

### ***Symposium meeting comments –***

Larry Zink reported that all co-sponsors for the symposium have been contacted, and the list has been finalized. Ed Kelley reported that all of the short course presenters have been contacted,

and course descriptions for all of the topics have been received. With the completion of the co-sponsor and short course issues, Jim Merchant announced that 5000 copies of the final brochure have been printed for the 1999 Nebraska GIS Symposium, and will be distributed.

Jim Merchant then requested that some time be spent to go over the symposium brochure and discuss some other issues that need attention. Some of the issues addressed include the following:

- Jim Merchant and Larry Zink asked Ed Kelley to look into the possibility of having both ESRI and Intergraph make some sort of presentation regarding their respective "start-up" programs for new GIS users in state and local government.
- Jim Merchant asked everyone in the group to make a concerted effort to encourage any potential GIS speakers to consider making a presentation at one of the concurrent sessions. Anyone interested should be directed to contact Scott McIntyre.
- Jim Langtry and Scott Richert reported that they are still looking for more people to submit posters for their commercial and non-commercial categories, respectively.
- Jim Merchant stated that the university and his secretary would handle nametags and registration considerations for the symposium.
- Jim Lacy pointed out that he had contacted a colleague in Wisconsin about the possibility of serving as plenary speaker. Jim's colleague told him that her term as president of the Wisconsin GIS Association would expire in March, at which time someone else would assume that position. Jim asked the group if it would be appropriate to invite both, the current, and future presidents to be plenary speakers at the symposium. The group concurred that this arrangement would be acceptable.
- Jim Langtry reported that he is in the process of making some calls regarding decoration set-up at the Cornhusker Hotel.
- Jim Merchant and Larry Zink will look at the possibility of hosting a steering committee panel discussion as part of one of the concurrent sessions.
- Jim Merchant will look at the cost of a variety of items to be considered for distribution at the symposium, including such things as bags, caps, or mouse pads.

This concluded the discussion for issues that are related to planning for the symposium.

### ***Next meeting –***

The next meeting is scheduled for March 4, 1999 at 1:30 p.m. in the Conference Room of the State Surveyor's Office, located at 555 N. Cotner Blvd., Lower Level, in Lincoln.

### ***Meeting minutes***

Minutes submitted by Ed Kelley, Nebraska Department of Roads.