

June 10, 1999

***Attendance –***

Jeff Peake – UNO  
Jim Lacy – CALMIT/UNL  
Larry Zink – State GIS Steering Committee Coordinator  
Scott Richert – Lancaster County Assessor's Office  
John Erickson – Health and Human Services  
Ed Kelley - Department of Roads  
Kelley Klenke – USDA/NRCS  
Scott McIntyre- Omaha Public Works Department  
John Beran – SSO  
Marcia Roberts - Windstone, Inc.  
Josh Lear – NRC

***Agenda:***

1. Federal ID/Tax Exempt Status
2. Treasurers Report
3. Brainstorming Ideas from Association Meeting
4. Organizational Task Timeline
5. Membership Committee Report
6. The Mugs
7. Other Association Business
  - a. Midwest/Great Lakes ArcInfo User Group Conference

***Federal ID/Tax Exempt Status***

Jim Lacy reported that the GIS/LIS Association now has a Federal Tax ID, and that exempt status for the association is underway. The Federal Tax ID was obtained from the IRS on May 25, 1999. Jim advised that becoming tax exempt could be a lengthy and complicated process. Jim also asked the board to think about allocating \$100 (more or less) for the services a tax accountant to expedite the GIS/LIS Association tax-exempt status. Jim felt that he could have the exempt process completed by August 31, 1999. We have a 15 month grace period to complete the paperwork.

***Treasurers Report***

**Symposium Proceeds:**

1. Jim Merchant notified Jim Lacy that all outstanding bills from the Symposium have been paid even though there is still about \$1200 in registration fees to be collected.

2. The estimated balance of the Symposium account is \$12,400
3. An arrangement needs to be made with PSAN to repay a \$6000 loan used as seed money for the conference. After the final symposium accounting is complete, Jim Brown (SSO) will make contact with the PSAN board to make arrangements for repayment. When all debts are paid the GIS/LIS Association may receive the balance of the Symposium Account.

#### Bank Accounts:

To set up a bank account for the Association Jim needs the Federal Tax ID and the signatures of people authorized to access the account.

Article VII, Section 6 (Draft Constitution),

*The president and one director shall have "vested authority to singularly draw and sign orders in the name of the Association." In absence of the president and one director, checks may be signed by the treasurer and one officer.*

In essence, two people will have to sign all checks. Jim Lacy inquired whether the board was comfortable changing the constitution to allow the treasurer to independently sign for smaller amounts (\$250 or less, or an amount to be determined.)

Scott McIntyre moved to **vote on allowing the president and the treasurer to singularly sign checks for the Association.** The motion was second by Jim Lacy, and the motion carried. The vote: 9 ayes, 1 abstention, 10 total voting.

Jim Lacy asked if anyone had a preference on which bank to start an account at. Jim suggested that NBC Bank has work very well for him but wanted to confer with the board before anything. Scott McIntyre felt that the board should at least look into three banks before making a decision. This was to the general agreement and Jim volunteered to look into three banks.

Treasurers Report submitted by Jim Lacy

#### ***Brainstorming Ideas from Association Meeting***

The rest of the agenda was tabled to discuss ***"Important Issues to address in next one or two years: (Selected from Association Survey, May 1999)"*** and to discuss major organizational structure of the organization.

Larry Zink felt that the Association needed to try to group common elements from the Association survey. The board could then best decide what it members would like to get from the Association.

Scott McIntyre voiced concerns over the fine line between "standards" and "guidelines." Small entities trying to enter into GIS could become mentally and financially overwhelmed trying to

comply with any "standards." Feels that the Association needs to be aimed more at guidelines and education than at standards.

Kelley Klenke thinks that the Association could be a means of developing, maintaining and sharing of data.

Larry Zink shared that the GIS Steering Committee has some guidelines already in place for such data as DOQ's, DEM's, watershed data, etc.

Jim Lacy thinks that the GIS/LIS board should be "public relations" for GIS issues in Nebraska. The Association could create working groups from the suggestions on the Association survey.

Josh Lear added that the "*Important Issues to address...*" could be a general "to do" list for the Association. Larry felt that the Association needed to focus on core issues until more mature as a group.

Jeff Peake believes that access to public television could help the Association educate the public on GIS issues in Nebraska. He would also like to get a report from anyone that may attend the MWGLAIUG (ESRI) meeting.

Kelley Klenke moved to have someone set up the first regional meeting and send out email to announce it. The motion was not seconded because most of the board felt there were some other issues to discuss first.

Jeff Peake volunteered to organize a post MWGLAIUG (ESRI) meeting and will look into the possibility of setting up a satellite tele-conference in the Omaha area for such a meeting. To get other parts of the state involved, volunteers would need to be found in regional area to set up the satellite uplink in their area. Jeff suggested the meeting to be held late August or early September. It was suggested that the meeting be held in the morning or early afternoon because people tend to skip evening and weekend meetings. The idea of finding at least three people to attend the ESRI conference was also proposed.

John Erickson suggested that we table an education committee for now and contact the membership to discuss some of the boards ideas. The volunteers from the Association survey could be contacted to find out what they would like to do, or to find out if they have any ideas.

Marcia Roberts volunteered to call and send out initial email to the volunteers to collect ideas.

Discussion turned to the "**Membership Survey Summary**," and it was in agreement that certain questions should be added. Among these questions, the one that was emphasized was "*What is your region of interest or expertise?*" Allowing members to sign up via the web was then proposed. Jim Lacy felt that it was very possible but would take some time to put together. Dropping the membership sign-up card in the Association newsletter was also suggested.

It was then decided to discuss the major goals of the Association. A whiteboard was used to draft out a couple versions of how the Association could be organized. The plans included

subdivisions of the Association for education, membership, recruitment, and other development within the organization. After many points of view, we decided that education would be the main organizational theme and that all other functions of the Association would fall under education.

Scott Richert mentioned that Jim Merchant would allow a certain amount of space in the GIS newsletter for an Association article. Time was considered and we decided to adjourn. 12:17 PM

The next meeting is scheduled for 10:00 a.m. Thursday, July 13, 1999 in room 397A at the Federal Building, 100 Centennial Mall North, Lincoln, Nebraska. Visitor parking is available on the west side of the first level of the Federal parking garage. (Located on the south side of "O" St. between 15<sup>th</sup> & 16<sup>th</sup> Streets.)

Meeting Minutes submitted by John Beran, State Surveyors Office.