

May 18, 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.

***Agenda***

1. Symposium comments?
2. Thank-you letters
3. Organizational Meeting
4. Status of Questionnaires
5. Membership forms
6. Association Letterhead/Envelopes
7. Soliciting Nominations for Board

Other Business:

1. Nebraska GIS Update Article
2. Honorarium for Roxanne and David
3. GIS Day (November 19th)

***Symposium Comments***

Vendor Exhibits and Project Showcase

Larry Zink passed along the concern that many of the vendors felt the physical facilities were not adequate for their displays. In the future, we should make every attempt to place the vendor area in a more highly visible area. Marcia Roberts echoed Larry's comments. It was mentioned that the location of the vendor area was largely a result of the unexpectedly high number of Symposium attendees. Had we known we could draw 325+ registrants, we may have been able to obtain a larger room from the Conference Center.

Jim Lacy commented that the Project Showcase went well, and that the non-commercial exhibitors seemed to be generally happy with the contacts they made during the conference.

Workshops

There seemed to be consensus that all workshops were well attended, and that participants were happy with the content and quality. Transportation was the greatest problem. The number of vans was not adequate to get people to the off-site workshops. Again, it appears this was largely due to the higher than expected turnout.

### Concurrent Sessions

John E. suggested that in the future we include a short abstract of each of the talks in the final program. He felt it was very difficult to determine what the exact subject of the sessions based on the titles alone.

### ***Thank-You Letters***

Thank you's need to be sent to various Symposium participants. The following individuals volunteered (or were volunteered!) to write and send the letters:

- Marcia - Short Course Instructors
- Scott R. - Roxanne and David
- Scott R. - Non-Commercial Exhibitors
- Jim L.- Poster Presenters
- Larry Z. - Sponsors
- Jim Langtry - Vendors

It was also agreed that we should send a follow-up letter to all Symposium attendees to summarize the meeting, and re-emphasize the need for their participation. Items to cover include (at least): the webpage address, listerv address, and minutes of the breakfast meeting. Scott M. commented that we need to be very clear in soliciting help from those people who volunteered via the Association Questionnaire. We need to be as specific as possible in asking for their help. Larry Z. suggested we should identify 2-4 projects to rally around. Ideas brought up as potential projects were the membership directory, regional meetings, newsletter publication, and membership solicitation.

### ***Organizational Meeting***

All agreed the breakfast meeting at the Symposium went exceptionally well, and a large number of excellent comments were received as a result of the brainstorming session. Many of the comments were related to GIS continuing education and training.

Related to the importance of education, Kelly Klenke mentioned that with Census 2000 coming up, many State Senators may have interest in learning more about GIS. This could be an excellent opportunity for the Association to gain some name recognition in the Legislature. Larry suggested we consider putting together a short "show & tell" PowerPoint presentation covering the benefits of GIS. Another idea was to print district maps for Senators courtesy of the Association.

Scott R. noted that all Senators have laptops, and asked if anyone knew how much they are used. Larry thought that maybe 1/3 of the them regularly use their laptops. Kelly was curious to know if any of the Senators could get any use from a tool like ArcExplorer to view legislative boundary maps, school boundaries, etc.

Scott M. described his experiences with the Omaha City Council. Omaha Public Works invested \$300k on high-resolution orthophotography, and invited council members to learn more about how the data would be used, how it impacted the Public Works department, and how it would ultimately benefit the people of Omaha. No response was received from the Council. Scott's point is that we need to make a concerted effort to educate those who "hold the purse strings" and directly affect community programs.

Returning to the subject of general education, Scott R. mentioned that Lincoln Community Television taped the Lancaster County GIS presentations during the Symposium workshops. He suggested that tape could potentially be used as an educational resource for other counties implementing GIS.

In summary, the Board collectively recognized GIS Education as a critical area for the Association to address. Efforts will be made as quickly as possible to establish a working group to attack the issues.

### ***Status of Questionnaires***

Jim Lacy noted that approximately 100 surveys were returned, and that he is in the process of having Bernice Goemann enter the results in a database. Informally skimming through the Survey, he noted that it appears people feel \$35 and \$15 are appropriate for regular and student membership dues, respectively. There are approximately 60 people who volunteered to help the Association (serve on committees, help with association business, etc.) He will bring more information to the next meeting after the data entry is complete.

### ***Membership Forms***

The concern of how to handle membership applications was raised. Currently, there is no mechanism for individuals to become a member of the Association. (Symposium registrants were automatically signed up as free charter members for 1999.) Kelly Klenke volunteered to serve as the membership committee chair. She will take care of accepting all new membership applications. The Board agreed that charter membership will remain free until December 31, 1999. Kelly will put together a membership form, and Jim L. will put it on the webpage. Scott M. suggested that we also put the membership form in the next GIS Update Newsletter.

### ***Association Letterhead***

The Association currently has no official letterhead. It was agreed we should wait on having letterhead professional printed until the Association is more firmly established, and finances are more secure. In the meantime, Jim L. volunteered to create a standardized letterhead in MS Word and make it available to the Board members.

## *Soliciting Nominations*

Scott McIntyre has volunteered to serve as the chair of the Nominating Committee. He will begin soliciting nominations for new Board members later in the summer, or in the early fall. The next elections will take place in the Spring of 2000.

## *Other Business*

### Nebraska GIS Update Article

Jim Merchant requested that the Association write a follow-up article on the Symposium for the next GIS Update Newsletter. Scott R. will write the article.

### Honorariums for David Moyer and Roxanne Brown

Jim Lacy suggested we consider giving Roxanne and David some sort of personal thanks for taking time away from their families to visit us for the Symposium. It was felt a modest gift of some sort was most appropriate, rather than a cash honorarium. Scott R. suggested a "uniquely Nebraska" gift. Jim Lacy will take care of purchasing and sending the gifts. He will pay for them himself (approximately \$90 total) and seek reimbursement from the Association.

### GIS Day (November 19th)

ESRI and National Geographic are sponsoring a national GIS day next fall. The Board briefly discussed what role the Association should have in promoting the event. There was consensus that we should definitely plan some activities, but further discussion was deferred to a future meeting.

### Task Timeline

Larry suggested the Board put together a timeline with critical tasks for the next year. This will include such items as working group formations, regional meetings, newsletter publications, membership dues' collection, completion of the draft constitution and bylaws, publication of the membership directory, and educational seminars

### Status of Federal ID

We must obtain a Federal Employer ID in order to open a checking accounting for Association funds. Jim L. will take care of this. He will also check the Constitution to determine who should have signature authority on the account.

### Symposium Proceeds

The Professional Survey's Association of Nebraska (PSAN) loaned the Association \$6000 as seed money for the Symposium. The informal understanding was any proceeds left over from the Symposium would be used to repay PSAN loan, with the remainder being deposited in the

Association account. Jim Lacy will double-check with Jim Brown to verify this was the understanding.

Meeting was adjourned at 12:00 p.m.

### ***Next Meeting***

The next meeting is scheduled for 10:00 a.m. Thursday, June 10, 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 Jim Lacy, CALMIT/University of Nebraska.