

**Agenda / Minutes
Nevada Geographic Information Society (NGIS)
November 2007 Board Meeting
Telephone Conference Call – November 29, 2007**

I. Roll Call of Board Members

Meeting called to order by NGIS President Tommie Weckesser. It was determined that a quorum of Board Members were present:

Art Ehrenberg	Southern Nevada Water Authority
Jan Gould	City of Reno, Nevada
Pat Guiberson	University of Nevada, Reno
Eric Ingbar	Gnomon Inc.
Gary Johnson	Nevada Bureau of Mines and Geology
Matt Krok	City of Henderson, Nevada
Tommie Weckesser	City of Henderson, Nevada
Richard Wells	City of Las Vegas, Nevada
Sonya Wilson	Clark County Department of Aviation

II. NGIS 501c3 Status / Research

Jan reported on the 501c3 research. Jan and Gary are going to go over the pages and evaluate further.

Art checked with the Foundation Group (the website is www.501c3.org) and forwarded the information to Tommie. It would cost \$1,200 to do the paperwork and another \$800 to complete the process (approx \$2,000 total). Art passed on a checklist to Tommie on how to form a new organization and dissolve the old one.

Tommie will send out the checklist to the Board and would like to move forward and hire a professional. It takes \$250 to get the ball rolling. There are two phases to the process.

Gary is also in favor of moving forward. He has a call into the NGIS accountant. He would like someone to do the paperwork, if possible. Gary will follow up with what our accountant would charge. Gary will email info on the accountant, and the board can take a vote by email, if necessary, on how best to move forward. Tommie would like to have this underway by the 08 conference.

Jan mentioned the 4 year bylaw change process that NGIS recently went thru to be able to get to the 501c3 status and it was recommended that the Board review the bylaws every 3-4 years.

Art said the organization has a c6 status and it will be difficult to change to c3 aside from forming a new organization. The current name is GIS Nevada Chapter URISA. Art does not think the name was ever officially changed over to the Nevada Geographic Information Society. Art threw out the idea of calling the organization the Nevada Geospatial Information Society.

The Board discussed and it, and it was decided that NGIS stay with the name we have been using over the years - Nevada Geographic Information Society as the name to start the c3 organization.

III. Financial Report

Gary added that \$800 was budgeted for the conference and actual costs came only to \$453. The 2007 Conference cost \$40,850. The amount raised for the event came to \$40,991.

Gary mentioned that the 2007 conference planning committee did not pay for keynote speaker – that was free and that there was no donation in 2007 to the savings account resulting from the event.

The cost of food, \$31,000, included food as well as audio visual, security, and other costs. Attendance was the only area that they felt the conference could stand improvement on.. There were 200 attendees, 50 of which were students. Overall it was agreed that it was a very good conference, great venue and overall success.

Gary made available to the Board the past two years worth of tax returns and asked if there were any questions etc... He said to email him any questions about the returns and he will go over them with the accountant.

Currently NGIS has \$14,772 in the checking account. There is an additional \$10,000 in an 8 month 5% certificate of deposit that will mature in March 2008. There is also \$574 currently in savings.

IV. Potential Membership Dues

Pat and Jan looked into the concept of membership dues. Jan spoke, based on her experience, that there are two routes that can be taken to raise funds for the organization – annual dues and fundraisers.

Pat stated that the Board must ask the question – do we want to have an annual fee for membership in NGIS. Gary is in favor of annual dues to support the internal operations of the organization. He would like to see the conference as a vehicle to raise money for scholarships etc... Art feels it goes back to what is NGIS's mission? What is the purpose of the organization? Is it education which means putting on an annual conference? He asked if there is a need for membership dues to accomplish that?

As a c3 status organization NGIS could apply for federal and government grants as opposed to a membership fee to help cover internal operation costs.

Tommie spoke to the process that the organization would have to take and how a conference charge would be tracked?

Eric looked at several professional organizations equal or larger in size and said that there are two different registration rates. Members and member spouses get discounted rate whereas non-members do not. Eric views membership dues as a way to create a predictable revenue stream to organize a conference and run the organization. He feels the fee should be set low and that the membership fee will help NGIS define who we are as an organization.

Tommie would like to get a sub-committee together and try to come up with an idea the Board agrees on and then present to the membership at the 08 event.

Pat would like to see what are the recurring costs that NGIS sustains in running a conference year after year, and what the benefits are for being a member?

Art cautioned to look at what are the impacts to the organization overall and how a membership fee might impact registration for the conference. The Board needs to look at the pros and cons when evaluating this decision.

A subcommittee consisting of Gary, Eric and Mark was proposed and decided upon.

V. NGIS Mission Statement

NGIS already has a purpose statement. The checklist to become a viable c3 requires a mission statement. Art suggested that the purpose statement is equivalent to a mission statement and Eric concurred.

Sonya suggested the Board come up with some new ideas before the next meeting. She suggested perhaps rewording the purpose statement to get to a solid mission statement. Art and Sonya can work together to come up with something for the board. Art added that it should be directed towards the educational aspects as well.

VI. Newsletter

Tommie will send something out next week that calls for an editor for a NGIS newsletter like those that have been created in the past. Jan added that the position of editor needs to think about who is going to write the articles, creatively put it together and decide on the overall content.

VII. Conference Update

Richard mentioned that the Speakers are locked in for the event and information should be posted on the website soon. He mentioned that the content should really start to get developed on the website in the weeks to come.

Gary had question about the school contest idea that was being kicked around to involve students in the conference. The Conference Planning Committee decided to look into the concept further but not try to have it occur for the 08 event.

Gary updated the Board on the registration process and asked how things were going. Tommie and Sharon like what they see but have a few questions they will work with Adam on. Sharon and Tommie are going to go over the RegOnline process and do more testing and contact them if there are any additional questions.

Gary mentioned that when someone registers using PayPal, a receipt goes to Gary which he can forward to treasurer of the conference Sharon Rice.

IX. Open Discussion

Pat asked if there has been any consideration for scholarships for student travel? Gary would be in favor of using some funds and giving a few scholarships... Perhaps 2 a year in the amount of \$250 was discussed. Pat will come up with some guidelines for how we could make those available for the 08 conference. The Board was in favor of limiting scholarship opportunities within the state of Nevada. Pat will get additional information out to the Board as he comes up with a plan for this.

It was suggested that perhaps these could be seen as a budget item in each conference. Jan stressed the importance of not overlooking the rural areas of the state. She reminded the Board that the original endowment / scholarship developed by Art and Jan sought to look beyond the educational institutions for outreach.

It was decided to start with the Scholarship concept and move onto Mentorship and Assistance to Rural Counties next. Pat will put some language together and mail to the board for further discussion and possible vote.

X. Next Meeting

February 13, 2008 was the tentative date set.

Meeting Adjourned