



MAGIC

Memphis Area Geographic Information Council

Board Meeting: 10/28/2009

Location: El Porton – Highland St.

Time: 3:00 PM

Prepared by Shawn Anderson

AGENDA

1. Establish Quorum and Call Meeting to Order
2. Keynote Speaker
Bio, Brief Summary of Presentation
3. Website
Materials Posted
4. Agenda
Agenda, Moderators, Presentation Abstracts, Speaker Comps, Copies
5. Registration
Badges, Lanyards, Mouse pads, Bags, Folders, Certificate of Attendance, Inserts, Vendor Registrations
6. Map Gallery
Voting Ballot Copies
7. Training
Cancelled???
8. Vendors
Bingo Cards (copies), Vendor Layout, Markers, Vendor Registrations
9. Food
Head Count, snacks, breakfast
10. Questionnaire
Sample, Speaker Evaluations, Copies
11. Activities
Ideas???
12. Other
Shirts, Prizes



MAGIC

Memphis Area Geographic Information Council

Board Meeting: 10/29/2009

Location: El Porton

Time: 3:10 PM

Prepared by Peter Pace

MINUTES

Board Members present: Shawn Anderson, Ezra Ozdenerol, Matt Hanks, Jim Butcher, Tom Lawrence, Jim Milford, Rick Stieg, Randy Russell, Rick Wery, Vic Young, Marie Holyfield, Joey Eversole and Peter Pace

Guest: Todd Graves

The meeting was called to order at 3:10 p.m. by President Shawn Anderson, with quorum. The meeting was in preparation for the 2009 MAGIC GIS Conference.

- 1. Keynote Speaker** – Rick Wery received the biography and presentation summary.
- 2. Website** – The website is setup and functioning well. Joey mentioned that the EventBrite site did not explicitly mention the conference.
- 3. Agenda** – All submitted presentations will be accepted although the schedule has not been determined. The sponsor's presentations will be on the first day. Moderators have been filled. A speaker's tip sheet will be prepared and e-mailed to all speakers. A motion to use a Rate-the-Speaker form (at the option of the speaker) was made by Jim, seconded by Vic and passed. A Rate-the-Conference sheet has been completed.
- 4. Registration** – The badges have been prepared by the holders have not been secured. An attendees list from the vendors is needed. The lanyards and mouse pads are in.
- 5. Map Gallery** – Evaluation forms will be simplified to list the top three choices for each category.
- 6. Training** – Due to a lack of response, the training sessions were cancelled.
- 7. Vendors** – Bingo cards are finished. The placement of vendors in the hall still has to be decided.
- 8. Food** – on track
- 9. Activities** – trying to get a Tuesday evening after conference gathering organized
- 10. Other** – The deadline for ordering shirts is October 30th. Peter will be taking shirt orders at the conference. The main prize will be a discount to the TNGIC conference. Gift cards will be purchased as bingo card prizes.

Board members will meet between 7 and 7:30am at the conference. Internet access needs to be available in the hall. Shawn Anderson adjourned the meeting at 4:04 pm