



## Memphis Area Geographic Information Council

Board Meeting: 8/24/2016  
Benjamin Hooks Central Library  
Time: 2:00 pm  
Prepared by Andrew McColgan

### MINUTES

#### **Call Meeting to Order and Establish Quorum**

Quorum established at 2:15pm by Vice President Carlton Ray.

Board Members Present: Matt Oaks, Tom Lawrence, Justin Abart, Carlton Ray, Andrew McColgan, Maria Holyfield, Scott Trapolino, Shawn Anderson, Zinnia Ron-Fergusen

#### **Approval of July Board Meeting Minutes**

Motion presented by: Tom

Seconded by: Scott

Discussion: Approved unanimously

#### **Treasurer's Report**

Balance: \$9260.53

#### **Old Business**

##### **Communications/Public Relations**

We have had 4 memberships/registrations for the conference thus far on Eventbrite. August 31 is the end of early bird registration, so it was suggested that an additional email be sent out to remind people that it is ending soon. Justin was concerned about current members logging in to Eventbrite and not being able to register for the conference without paying. Carlton responded that he will send an email out to anyone who has submitted a paper form and give them a code that they can enter in order to be able to do the online registration without paying.

**Membership and Development:** Shawn would like to reschedule the 'Getting to know you' GIS forum since he had to cancel due to medical emergency. He is looking at September 22 or 29, leaning toward 29. Once it is finalized, MAGIC will need to send out a new flyer.

URISA is trying to develop a 'training' course for the GISP exam according to Shawn. There is not much information about this currently, and Shawn will update us as information is available.

**Training and Education:** Matt volunteered to contact local Universities about a student representative for the board. Zinnia suggested that a flyer be made and sent out.

### **Conference**

**Sponsorship:** Digital Now, Pictometry, MLGW, and Tipton County have all sent checks for sponsorship. Atlantic Group has given verbal confirmation, but this has not yet been finalized. It is looking like Woolpert will not be able to sponsor this year.

**Agenda/Presentations:** We will need to work with scholarship applicants to make sure that their school schedules are not impacted by presentation times. Sarah Boyle emailed Andrew and expressed concern with a Wednesday/Thursday conference because her students have more classes and labs on those days than on Friday. Sarah and most likely any of her students will be unable to attend at all on Wednesday.

**Scholarship:** Andrew will send out scholarship information to the general membership before the next meeting.

**Social Event:** AllWorld has not confirmed yet whether they would like to sponsor the social event.

**Food:** According to Marie, Drapers has had no price increase for this year and they will do drop off at the Agricenter. They also will not have the 'per head' charge that was imposed last year by the Botanic Garden. Another traditional catering option could be Abbays in Cordova. Meat and 3 would be around 8-9 dollars a head. There was a general discussion on Food Trucks and it was agreed that the logistics may become complicated. It was suggested that it might be a better option for a social event. It was agreed that we should wait to hear a quote from Drapers and Abbays before making a decision on Food Trucks. Marie will contact them for prices. Also, Cajun Catfish company will set up and cook on site...Marie will get a quote from them as well.

We will need a lot of help with coffee and snacks this year because the Agricenter does not have kitchen facilities like previous venues. It is possible that all coffee will need to be brewed offsite and brought in each morning and afternoon.

**Shwag:** Shawn showed the picture of a lunchbox for shwag. Andrew made a motion to approve an amount not to exceed \$500 for lunch bags. It was seconded by Shawn and passed unanimously.

### **Adjournment**

Motion presented by: Marie

Seconded by: Carlton

Time: 2:57pm