



Memphis Area Geographic Information Council

Board Meeting: 1/25/2017
Memphis Central Library
3030 Poplar Ave, Memphis TN 38111
Time: 2:00 pm
Prepared by Andrew McColgan

MINUTES

Call Meeting to Order and Establish Quorum

Meeting was called to order at 2:07 PM by President Carlton Ray.

Board Members Present: Marie Holyfield, Tom Lawrence, Lauren Bryant, Carlton Ray, Justin Abart, AJ Robinson, Andrew McColgan, Shawn Anderson, Scott Trapolino

Approval of December 2016 Board Meeting Minutes

There was not a quorum at the December 2016 Board meeting.

Additions & Deletions to the Agenda

None

Treasurer's Report

Balance: \$8727.47 (see attachment)

There is \$500 outstanding which is a sponsorship check from Duncan Parnell for the 2016 MAGIC Conference. The check was accidentally sent to TNGIC. Lauren volunteered to follow up with TNGIC to see if the check had already been deposited or if they could forward the check to MAGIC.

2017 Officers

Vice President: Scott Trapolino was nominated and accepted the nomination. *Shawn made a motion to approve Scott Trapolino as Vice President. Shawn's motion was seconded by Marie. Scott was elected unanimously by way of acclamation.*

Treasurer: Lauren Bryant was nominated and accepted the nomination. *Shawn made a motion to approve Lauren Bryant as Treasurer. Shawn's motion was seconded by Marie. Lauren was elected unanimously by way of acclamation.*

Secretary: Justin Abart was nominated and accepted the nomination. *Shawn made a motion to approve Justin Abart as Secretary. Shawn's motion was seconded by Marie. Justin was elected unanimously by way of acclamation.*

New Business

Board Members: There were several board roll-offs and resignations. Keith Reasons and Nate Ron-Ferguson's terms ended in December 2016 and they did not wish to serve another term. Eric Goddard and Ed Hawkins (membership terms end December 2017) resigned from the board. *Tom made a motion to appoint AJ Robinson to fulfill the remainder of Ed Hawkins term and for Carlton Ray to fulfill the remainder of Eric Goddards term (see attachment). Tom's motion was seconded by ??? and approved unanimously.*

2017 Proposed Budget: Carlton passed out a proposed budget (see attachment). There was a question about what 'Swag' included and it was decided that it included all giveaways. It was suggested that we add a \$200 for map prizes and \$400 for scholarship finalist prizes. Marie suggested that we email certificates this year rather than printing them and save money on printing costs. The elimination of printed agendas was also discussed. It was decided that the \$300 budget line item for 'Certificates' should be changed to 'Printing/Conference Materials'. After discussion of previous years' food costs, the 'Food' line item was increased to \$3500. \$100 was also added for past president awards. These changes bring the total expenses to \$13,040.00. *Shawn made a motion to approve the preliminary budget as amended and as funds are available. Shawn's motion was seconded by Marie and passed unanimously.*

2016 Keynote Gift: Lauren would like to send Joel Lawhead a thank you gift for speaking at the 2016 MAGIC Conference. Scott stated that he has an 85% off coupon for creating an image on canvas which might be a nice gift. It was decided that any money approved would come out of the 'Keynote' line item in the budget. *Lauren made a motion to approve up to \$120 for a gift for Joel Lawhead. Lauren's motion was seconded by Tom and approved unanimously.*

2017 Committee Heads:

Communications/Public Relations – Justin Abart

Membership/Development – Lauren Bryant

Training/Education – Andrew McColgan

Conference – Carlton Ray

2017 Conference: ASPRS (American Society for Photogrammetry and Remote Sensing) is scheduling a midsouth meeting around the same time as the 2017 MAGIC Conference and Dr. Melissa Ruhra (sp?) would like MAGIC to discuss whether or not we would be willing to split the venue. They would not pay venue costs, but ASPRS members would be required to register and pay for attending the MAGIC conference, and MAGIC would make sure that there was a breakout room that ASPRS could use for a meeting.

Carlton suggested that starting this year, all conference registration should go through Eventbrite (or whichever online service is chosen) and that MAGIC absorb registration fees imposed by the online transaction fees (see attachment). This will make conference registration much easier logistically, and registration will be flat costs without fees. After brief discussion, it was decided that we would table a decision on absorbing student registration fees but move forward with absorbing regular registration fees. *Marie made a motion that all regular member registration fees be absorbed by MAGIC. Marie's motion was seconded by Scott and passed unanimously.*

Adjournment

Motion presented by: Andrew

Seconded by: Shawn

Discussion: Motion passes unanimously

Time: 2:58 PM

Memphis Area Geographic Information Council
FY2016 Transactions

Date	Num	Description	Memo	Category	Amount	Month Cleared	Monthly Balance	Balance on Statement	OK?	NOTES
BALANCE	1/25/2017						Calculated \$8,224.47	\$8,224.47	ok	As of Jan 25th 2017
			OPENING BALANCE		\$8,227.47	Jan-17				
PENDING			Duncan Parnell		\$500.00		\$500.00			Check sent to TNGI
				Conference						
BALANCE	CURRENT		TOTAL		\$8,727.47		\$8,724.47			

Conference Registration Pricing

Ticket	Dates	Selling Price	Cost of Goods Sold	Profit
Early Bird	1/31-6/31	\$35.00	\$2.92	\$32.08
Student Registration	1/31/-11/17	\$15.00	\$1.82	\$13.18
Conference Registration	7/1-10/31	\$75.00	\$5.12	\$69.88
Late/Door	11/1-11/17	\$120.00	\$7.59	\$112.41

FY2017 Budget

Conference

Venue	\$3,500.00
Food	\$3,000.00
Scholarship	\$2,000.00
Keynote	\$1,650.00
Badges	\$300.00
Swag	\$500.00
Certificates	\$300.00
Total	\$11,250.00

Website/ Marketing

Hosting	\$240.00
Domain Name	\$50.00
Stock Images	\$100.00
Advertising	\$200.00
Total	\$590.00

Total Expenses	\$11,840.00
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MAGIC 2016	TERM ENDS		
Board Member	Dec 2017	Dec 2018	Dec 2019
Lauren Patterson		X	
Shawn Anderson		X	
Todd Graves		X	
Matt Oaks		X	
Justin Abart		X	
Lindsay Barrios			X
Tom Lawrence			X
Marie Holyfield			X
Scott Trapolino			X
Zinnia Ron-Ferguson			X
Andrew McColgan	X		
AJ Robinson	X		
Carlton Ray	X		
Student Liason (appointed annually)	appointed annually		
16 Board members ----	--- 9 for quorum		