

**Memphis
Geographic**



**Area
Information**

Council

Board Meeting: 2/15/2017
Benjamin Hooks Central Library
3030 Poplar Ave, Memphis TN 38111
Time: 2:00 pm
Prepared by Justin Abart

MINUTES

Call Meeting to Order and Establish Quorum

Quorum established at 2:11pm by President Carlton Ray.

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

Approval of August Board Meeting Minutes

*previous meeting (1/25/2017) seconded by Shawn Anderson to approve the board meeting minutes.

Motion presented by: Marie Holyfield

Seconded by: Tom Lawrence

Discussion: Approved unanimously

Treasurer's Report

Balance: \$8,227.47

Discussion: This balance does not include the Duncan Parnell sponsor check (\$500) from 2016 MAGIC conference. Marie will follow up with Kevin Bingham to determine if the check has been deposited by TNGIC.

New Business

Communications/Public Relations: Carlton led the discussion on the communications committee. We will be migrating the website hosting provider from Godaddy to squarespace. Also, we will move the domain registration to namecheap. Scott will provide a template to use on our website for FAQ on invoicing. Andrew will provide a template to use for justification letter.

Membership/Dev: New Eventbrite site is active, with 2 new members. We will start invoicing this year in an attempt to minimize checks received. We will no longer use the membership forms like previous years. Members will have to register via Eventbrite to be a member/ attend conference.

We decided to move the move our 'After Hours' social events to the same day as general meetings.

Tom has set up the 2017 form for vendor packets. We will invoice the conference sponsors through Eventbrite. Our website will be updated to show Tom as point of contact for sponsors. We will add a social event sponsor and not limit the number of sponsors per level.

Training/Education: Scott will look into lining up ESRI training. Shawn will set up another "Get to know GIS" class in Tipton County with the target month of April.

Conference:

Carlton led the conference discussion. There will be no theme for this year's conference. Scott will lead the coordination of call for papers/ agenda/ presentations. This year we will require the presentations to be submitted to MAGIC before the day of the conference.

Scott led a discussion about the possibility of partnering with ASPRS for the conference. Marie and Shawn will have a conference call with ASPRS representatives to discuss co-partnering the 2017 MAGIC conference. ASPRS has 50 -75 people in attendance. We could possibly have 3 tracks of presentations at the conference.

Andrew will coordinate the scholarships. Marie, Justin, Lindsay will volunteer as judges.

Justin will reach out to Dr. Ozdenerol for potential student coordinators, Andrew will reach out to Sarah Boyle about the same.

Student Membership fees- MAGIC will absorb the cost from this online registration. *Andrew made a motion to absorb the registration fees of students. Shawn seconded. Motion passed unanimously.*

Lauren will head up conference registration and Justin and AJ will assist Lauren.

We will use mailchimp for emails going out to the group. Squarespace has integration with mailchimp. We will use the 2016 membership/ Eventbrite list as the communication chain for outreach.

Grants: No updates.

Adjournment

Motion presented by: Andrew

Seconded by: Marie

Time: 3:22pm