



## Memphis Area Geographic Information Council

Board Meeting: August 15, 2019

Benjamin Hooks Library

3030 Poplar Ave,

Memphis TN 38111

Time: 3:00 pm

Prepared by Rob Winkler

### MINUTES

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

Quorum established at 3:09pm by Vice President AJ Robinson.

Board Members Present: AJ Robinson, Rob Winkler, Scott Trapolino, Lauren Patterson, Tom Lawrence, Marie Holyfield, Andrew McColgan, Justin Abart, Sherra Russell.

#### **Approval of April 2019 Board Meeting Minutes**

Motion made by Marie to approve June minutes. Seconded by Scott. Passed unanimously.

#### **Additions and Deletions to Agenda**

No changes. Agenda was presented by AJ.

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

Lauren submitted the Treasurer's Report. Balance is \$9,514.13, down from \$9,606.13 at the time of the June 2019 Board meeting.

#### **Old Business**

##### *September General Meeting*

At time of board meeting, no planning had been done for September general meeting, to include that a venue for the meeting had not yet been booked. A number of ideas were proposed, including student presentation, a Trimble GPS presentation/demo by Scott, or a presentation by Cyclomedia (Paul Madrid or Danny Hendren) or Eagleview/Pictometry. Scott asked Sherra to reach out to Danny Hendren at Cyclomedia to see if they would give a presentation at the September general meeting.

### Preparation for 2019 MAGIC Conference

Keynote presentation was discussed. Board Officer Heidi Slakans has booked AT&T as the platinum level sponsor to deliver the keynote this year. This will be a lunch presentation.

Discussion turned to the presentations that are already lined up:

1. Ananddeep from MLGW
2. A couple other presentations from MLGW
3. Scott will present on Next Gen 911
4. Rob will present on issues to be wary of when developing for ArcGIS Online and Collector

There was a discussion about conference sponsors. AJ discussed with TNGIC Kevin Bingham and compared sponsor lists to try to maximize sponsorship. A question that sponsors have is when they will have access to the event space to store materials. This will depend on whether the venue has an event the day before our conference. (Currently they don't.)

### **New Business**

#### Job Postings on MAGIC Website / Board Officer Roles & Responsibilities

AJ brought up that he and Rob had spoken about revamping the Jobs section of website to no longer post individual job listings and instead adding feeds from job listing services such as GIS Lounge. It was proposed that we implement a mechanism to allow people to submit job postings that just need to be approved by a Board Officer. It was agreed that job listings that have expired need to be removed from the site. For now, Rob will maintain the Jobs portion of the website as we have been, taking better care to remove expired job postings.

This led to a discussion of how Board Officer responsibilities have not been documented or well-defined. Scott pointed out that, for example, it was never documented that the Board Secretary is responsible for keeping up with Board Officers rolling off the Board. This is not in the by-laws. Scott suggested that we create a Standard Operating Guidelines Manual to document the roles and responsibilities of the various Board Officers. Lauren offered to draft a document defining these roles and responsibilities.

#### Looking ahead to 2020

AJ expressed a desire to get scheduling locked in early for all general meeting speakers as well as conference date and venue, and be able to present this at this year's conference. Lauren pointed that she tried something similar when she was Board President a few years ago, and many speakers backed out as their presentation dates grew near, so she was still trying to book speakers at the last minute. AJ also expressed a desire to have MAGIC focus more on educational outreach to students at local colleges and universities. Scott countered that this would not benefit MAGIC; we could do some outreach to students, but overall Scott feels that we're better off focusing on professionals. A general consensus was reached that we should have an education-focused general meeting in September, the final meeting before the conference, when students are back in school and we can draw them into participating in the conference. Regarding venues, it was agreed that attendance has been lower this year with meetings at

Christian Brothers University, so we should try to get back to Central Library next year. It was also agreed that we should continue to meet the Thursday of every other month. Unlike the past couple years, we should have a general meeting in January in addition to March, May, July, and September. The following meeting dates and focus for each meeting were chosen:

- January 16 (workshop)
- March 19 (education)
- May 21 (workshop)
- July 16 (roundtable)
- September 17 (education)

It was also proposed that we revive the MAGIC After Hours social after the general meetings. Scott volunteered to be in charge of scheduling those events.

Next was a discussion about next year's conference. Regarding possible venues, there was a lot of interest in Crosstown Conference and Germantown, as well as returning to Stonebridge Golf Course. It was agreed that we will have a two-day conference to celebrate the 20<sup>th</sup> anniversary of MAGIC, and it sounds likely that we will partner again with TNGIC. The dates we agreed on were November 5 and 6. Marie volunteered to make some calls to potential venues to get pricing and availability.

Marie also proposed asking the City government (e.g. City of Bartlett or City of Germantown) in which the conference is held to be a sponsor for the conference.

### **Adjournment**

Motion presented by: Andrew

Seconded by: Rob

Time: 4:18