



Memphis Area Geographic Information Council

Board Meeting: March 16, 2021

Virtual Attendance (Zoom)

Time: 10:00 am

Prepared by Scott Trapolino

MINUTES

1. Board Members

Quorum established at 10:00 am by President Tom Lawrence.

- Officers (4 present)
 - President – Tom Lawrence **Yes / No**
 - Vice President – Rob Winkler **Yes / No**
 - Treasurer – Lauren Patterson **Yes / No**
 - Secretary – Michelle Field **Yes / No**
- Members (5 present)
 - Andrew McColgan **Yes / No**
 - Sherra Russell **Yes / No**
 - Marie Holyfield **Yes / No**
 - Scott Trapolino **Yes / No**
 - AJ Robinson **Yes / No**
 - Lee Owens **Yes / No**
 - Shawn Anderson **Yes / No**

2. Approve Minutes from previous meeting (February 16)

Rob motion

Lee Seconded

3. Programs (Rob)

Rob presented on Programs Past and Upcoming

- Past Programs
 - 2/17 (3 PM) – “FEMA Advanced Analytics to Support Disaster Operations”
Attendance certificates were sent to the attendees.
- Up-coming Events
 - 3/17 (3 PM) – Xan Fredricks, USGS and George Heleine, USGS - “3D Elevation Program Overview: Lidar Progress in Tennessee”
 - 4/14 (Noon) – John Nelson “Virtual Showcase: Map Making, Taking, and Faking”
 - 4/23 (Noon to 1:15) - Spring Competition Presentation & Award Ceremony
 - 4/28 – Student Presentation (Details being worked out by Michelle)
 - Future talks – ideas?

- Activities
 - Logistics (set up Zoom and get info to speaker) - Michelle
 - Maintain contact with speaker until day of talk – Michelle (Rob assist as needed)
 - Promote presentation via e-mail - Michelle, LinkedIn - Tom
 - Greet speaker on day of presentation - Tom (Michelle will greet for February)
 - Admit attendees – Rob (Andrew will co-host)
 - Send out attendance certificates - Tom

4. TNGIC Sponsorship – Discuss sponsorship of TNGIC Conference.

Shawn motioned and Rob seconded to sponsor TNGIC Conference.

5. Social Activities (Scott)

- Set up next after hours social
- Identify other sorts of social events if needed.

6. Membership (Tom)

- Rob and Lauren have set up online payment acceptance.
- Social Outreach –
 - LinkedIn is being updated on an on-going basis.
 - FaceBook – No activity. Should we maintain FaceBook?
 - Other?
- Membership Plan Attached Below

Rob: Membership Report for squarespace. Discussed how to manage the membership payments and membership forms. We will create subfolders in the MAGIC Gmail account to have a record of all membership forms. “MEMBERSHIP_2021”. The official List will be maintained by Tom Lawrence.

7. Sponsors Committee (AJ, Lauren and Tom)

- Committee met on 10/9/20; will plan to meet again now that conference is set.

8. MAGIC Conference 2021 (Tom, Lauren, Rob and Michelle)

- Date and location – Lauren confirmed 11/18 and 11/19 at the Botanic Gardens.

9. Map Contest (Michelle)

- Finalizing announcement text. Event on April 23.

10. MAGIC Scholarship (Sherra)

- Finalizing announcement text. Event on April 23.

Rob: Announcements are all out. We need to assemble a contact list for successful education outreach. We will follow back up with education contacts next week for better understanding on how to get more involvement.

11. Levitt Shell GIS Update (Lee)

Lee: Spoke with Alexis and assisted them with installing the license. How to assemble data and usage of AGOL.

12. New Business and Topics for Next Meeting

13. Future Board Meetings:

- Board meetings will be held monthly on third Tuesdays at 10 AM.
- Next Board Meeting: April 20, 2021 via Zoom (same day as TNGIC Conference)
- Future Meetings (please add to calendar to try to block the time)
 - May 18
 - June 15
 - July 20
 - August 17
 - September 21
 - October 19 (Tom will be out of town at a conference)
 - ~~November 16~~ (Cancel due to MAGIC Conference)
 - ~~December 21~~ (Hold post-Conference meeting earlier in month tbd)

MAGIC Membership 2020-2021 PLAN (Sent to Board on 10/8/2020)

NOTE: This plan is to get the membership back on track. The Board can meet in the future to change how membership is done, but for now we need to have a membership plan, so that we can offer some sort of membership. There are some things that I would want to change related to the By-Laws, but we can work on that later.

CHALLENGE: For many years, MAGIC had no “membership” specifically. Professionals would sign up for the annual conference, then be on the list to receive e-mails about future conferences. When MAGIC began to be organized as a group, it was decided that there needed to be a small cost for the conference and that by paying for the conference, the person would become a “member” of MAGIC. Over time, it evolved that the conference was included at no cost as part of becoming a member of the group. Some organizations could not pay for membership in a group, but could pay to attend a conference. Other organizations could pay for membership, but not for a conference. At that point, MAGIC began offering both options, so that the person could request payment either for membership or for the conference. It began to get confusing over the last couple of years as the conference has moved around and the group has offered different types of events.

MEMBERSHIP (beginning in November 2020): MAGIC will offer membership to run from November 1, 2020 until October 31, 2021 (this timeframe is in the By-Laws - Article III, Section 3). The cost is \$35 for all members, except for active students for whom the cost is \$15. A payment anytime during the “membership year” will count within that year. For example, if someone pays

in June 2021, they are a member until October 31, 2021 and will need to rejoin after November 1 for the following “membership year”. Membership is for the person, not for the company nor for the position at the company, so no transfer if a person leaves a company (By-Laws - Article III, Section 7).

STUDENTS: Students include those in K-12, post high school study (college, university, etc.), and graduate school. Students need to provide the name of their school and any supporting documentation requested by the MAGIC Board. If case the person’s status as to whether they count as a student is unclear, the decision of the MAGIC Board is final. The Board will not consider the case of whether a person is a student member until an application has been submitted and a payment has been made. If not accepted as a student member, the payment made will be returned to the applicant.

WEBSITE: A payment button will be placed on the website to allow people to pay on-line. Additionally, a membership form will be placed on the website that people can download and complete to send in with a check. Once paid, I (or someone else) can be the official keeper of the membership list and will send the new members a welcome e-mail. The Secretary will continue to keep track of the e-mail list.

BENEFITS: People who pay their membership will be considered members of MAGIC. At this point in time there are no benefits other than what non-members get - everyone is invited to the presentations. We could add some benefits later, such as members-only presentations or members-only prizes drawings at the presentations. I expect that we’ll do some sort of 2021 Conference, so that would be one benefit, but I don’t want to announce it until it is set. It may be in the next “membership year” period. Once the conference is set, we could also offer conference “membership” for those who cannot join as members.