



MINUTES
BOARD MEETING
Tuesday, October 17, 2023
2:00 PM
Central Library and Zoom

CALL TO ORDER & ESTABLISH QUORUM

- Call to Order
- Quorum established at 2:00 PM (time) by Vice President Lee Owens.
 - Officer (**Bold** = attended)
 - President – Michelle Field Yes / **No**
 - Vice President – Lee Owens **Yes** / No
 - Secretary – Rob Winkler **Yes** / No
 - Treasurer – Lauren Patterson **Yes** / No
 - Member (**Bold** = attended)
 - AJ Robinson Yes / **No**
 - Andrew McColgan Yes / **No**
 - David Branson **Yes** / No
 - Scott Trapolino **Yes** / No
 - Shawn Anderson **Yes** / No
 - Mary DuBose **Yes** / No
 - Uday Bhanu Burrey **Yes** / No

APPROVAL OF PREVIOUS MEETING MINUTES

- Motion presented by: Shawn
- Seconded by: Scott

TREASURER'S REPORT

- Started year with balance of \$9,734.02.
- Balance at last meeting was \$8,431.62.
- Current balance is \$11,544.70.
- Balance reflects receipt of almost all sponsorships as well as final payment to Reign Event Venue.

NON-PROFIT FILINGS

- IRS and Secretary of State filed by Treasurer Lauren Patterson in February 2023.
- Lauren received Tax Exemption letter from Tennessee Department of Revenue that is valid until June 30, 2027. We can present this to vendors to receive tax-exempt status.

COMMITTEE ACTIVITIES/REPORTS

- Agenda Committee
 - * Lee, Rob, Michelle
 - Lee reported that agenda is just about ready; still waiting for a few abstracts (Allworld, MLGW)
 - USPS will not be able to present.
 - Proposed panel discussion on GIS for first responders:
 - Scott advised that we need panelists that can provide Tennessee input; currently we only have commitments from Mississippi first responders.
 - **Scott will reach out to Carlton Ray and Timothy Zimmer at Shelby County E-911**
- Sponsor Committee
 - * Lee, Shawn, Scott, AJ, Michelle
 - All confirmed sponsors have paid except SCAUG (\$250)
 - Sponsor dinner will be Wednesday evening (Nov 15)
 - We will invite student ambassadors.
 - **Shawn will contact restaurants about hosting sponsor dinner and present 3 options to the board**
- Food Committee
 - * Scott, Lee, Mary
 - Current plan is Abbay's for Day, McAlister's for Day 2
 - Will probably need the entire \$3,500 that was approved
 - Scott presented Abbay's menu options and board members indicated preferences
 - **Rob will export EventBrite attendee list with dietary restrictions and send to Scott**
- Map Gallery Committee
 - * David, Uday, Lauren
 - Several announcements have been sent out, but no submissions have been received so far. Deadline is October 27.
- Venue
 - Lauren submitted final payment of \$2,686.75 to venue
 - Timeline/layout meeting has been completed
 - **Lauren will purchase venue insurance policy and send to Reign Event Venue**
- Social
 - Still need to find a venue
 - **Shawn will reach out to possible venues**

BOARD MEETINGS

- Next meeting scheduled for Thursday, November 9 at 4:00 PM.
- Meeting will take place at Memphis Pizza Café on Overton Square. (2087 Madison Ave)
- Discussion will focus on final preparations for Conference.



GENERAL MEETINGS AND WEBINARS

- No more general meetings or webinars until 2024.
- Need to brainstorm ideas.

STUDENT AMBASSADORS

- Alyssa Huffman volunteered to be Student Ambassador for University of Memphis.
- We will invite Student Ambassadors Alyssa Huffman and Andrew Humphries (Delta State) to attend next board meeting when we will go over final conference preparations.

SOCIAL MEDIA

- Uday shared statistics on LinkedIn

ESRI FOR NON-PROFIT

- No further action since Rob and Scott coordinated to get account activated in May. We now have 1,000 credits.
- Mary will take over from Scott and work on setting up applications.
- Scott will send templates from what Oklahoma SCAUG is doing with their AGOL account.

GOOGLE FOR NON-PROFIT

- Lee reported that there is still no progress on this. It's complicated, will probably take a good deal of time on the phone with Google, and looks like it may cost money to upgrade our account.

ADJOURNMENT

- Motion presented by: Rob
- Seconded by: Shawn
- Time: 2:52