



MINUTES
BOARD MEETING
Tuesday, January 16, 2024
2:00 PM
Zoom

CALL TO ORDER & ESTABLISH QUORUM

- Call to Order
- Quorum established at 2:04 PM (time) by President Lee Owens
 - Officer (**Bold** = attended)
 - President – Lee Owens **Yes** / No
 - Vice President – David Branson Yes / **No**
 - Secretary – Mary Dubose **Yes** / No
 - Treasurer – Shawn Anderson **Yes** / No
 - Member (**Bold** = attended)
 - Carrie Baker **Yes** / No
 - Haley Feather **Yes** / No
 - Jessica Wallace **Yes** / No
 - Lauren Patterson **Yes** / No
 - Lesley Rakestraw **Yes** / No
 - Rob Winkler **Yes** / No
 - Scott Trapolino **Yes** / No
 - Uday Bhanu Burrey **Yes** / No
 - Student Ambassador (**Bold** = attended)
 - Andrew Humphreys **Yes** / No
 - Alyssa Huffman **Yes** / No

APPROVAL OF PREVIOUS MEETING MINUTES

- Motion presented by: Shawn
- Seconded by: Rob

TREASURER'S REPORT

- Current balance is \$13,178.32.
- Balance at last meeting was \$13,195.79.

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.

POST OFFICE BOX

- Notice received that USPS is raising prices for P.O. boxes
- We may be able to renew at the old rate if we renew before 1/21/2024. However, this only applies if our renewal fees are due in January, according to the email notice.

NOMINATION/ELECTION OF BOARD MEMBERS & OFFICERS

- Three board members rolled off after their most recent three-year terms ended:
 - AJ Robinson
 - Andrew McColgan
 - Michelle Patton
- Three board members were re-elected unanimously to serve new three-year terms after their most recent three-year terms ended:
 - Shawn Anderson (Lee nominated; Mary seconded)
 - Rob Winkler (Lee nominated; Lauren seconded)
 - Lee Owens (Shawn nominated; Rob seconded)
- Four new board members were elected unanimously after being nominated at the MAGIC Conference on November 17, 2023:
 - Haley Feather (MS 811); (Michelle Patton nominated; Rob seconded)
 - Lesley Rakestraw (City of Oxford, MS); Scott nominated; Shawn seconded)
 - Jessica Wallace (City of Germantown, TN); Cindy Bond nominated; Rob seconded
 - Carrie Baker (MLGW); Michelle Patton nominated; Shawn seconded
- New officers for 2024 were elected unanimously:
 - Rob nominated David Branson for Vice President; Shawn seconded
 - Rob nominated Shawn Anderson for Treasurer; Lauren seconded
 - Shawn nominated Mary Dubose for Secretary; Leslie seconded

BANK ACCOUNT

- Lauren reported that there are currently three names on the account:
 - Lauren Patterson
 - Tom Lawrence (no longer on the board)
 - Lindsey Barrios (no longer on the board)
- At December board meeting, the board voted to add Lee Owens and Shawn Anderson to bank account and remove Tom Lawrence and Lindsey Barrios.
- **Lauren will take a copy of the minutes to the bank to get them to make the changes.**

COMMITTEES FOR NEXT YEAR

Board members volunteered to join the following committees:

(*Committee Chair; **Student Ambassador; ***Former Board Member)

- Financial
 - Handle reports, budgets, balances, taxes, etc
 - Should include President and Treasurer at a minimum
 - **Members: *Shawn, Lee, Lauren**

- Communication and Website
 - Handle email announcements, website updates, social media
 - **Members: *Mary, Rob Lesley, Jessica**
- Conference Venue Selection
 - Vet and select next conference venue
 - Needs to be done early in the year
 - **Members: *Lee, Scott, Shawn, Lee**
- Education and Scholarships
 - Develop MAGIC education strategy – university level and possibly K-12
 - Manage Spring Scholarship Competition and Student Showcase
 - Andrew Humphreys has a contact at Boy Scouts of America; we could get them involved with GIS under STEM umbrella.
 - **Members: *Rob, Lee, Carrie, ***Andrew McColgan, **Alyssa Huffman, **Andrew Humphreys**
- Professional Development (Webinars, Trainings, etc)
 - Handle finding speakers for webinars and in-person meetings
 - **Members: *Scott, Lee, Haley, ***Michelle Patton**

CONFERENCE VENUE

- Board briefly discussed a few options (Reign Event Venue, Germantown Great Hall, Botanic Garden). Rob mentioned that the reason we moved the conference away from the Botanic Garden was because they limit our catering options to their approved list of caterers.
- **Committee will meet this week and make a decision by end of next week**

SPRING STUDENT SCHOLARSHIP EVENT

- This event will replace the scholarship competition that used to take place during the annual conference. It will include a scholarship competition and a panel discussion, plus potentially other activities. (Map Gallery contest?)
- We still need to name the event. The most popular ideas from the December meeting were:
 - MAGIC Student Symposium
 - MAGIC Student Showcase
- The first priority is to book a date and venue so we can announce.
 - Alyssa talked to Dr. Arleen Hill, who suggested Friday 4/5 or Friday 4/12 after 2 PM
 - The date we have to avoid is Earth Day (Monday 4/22)
 - Shawn pointed out that TNGIC Conference is 4/9 - 4/11, so 4/12 not a good idea
 - Lee indicated he would prefer that the event start at 1 PM.
 - **Alyssa will check with Dr. Hill to see if Friday 4/19 at 1 PM would work**
 - Dr. Hill told Alyssa that we can use Johnson Hall for free if a student organization books it, but there would be a charge if MAGIC books it.
 - **Alyssa will check with Dr. Hill to see if the Earth Science Club could book Johnson Hall on behalf of or in partnership with MAGIC.** (She is secretary of the club.)



GENERAL MEETINGS, WEBINARS, AND TRAININGS

- Lee has scheduled ESRI Education Manager Joseph Kerski for a webinar this Thursday, Jan 18
 - Lee will host the webinar
 - Rob will email a second announcement
- Lee reported that former board member Michelle Patton is working on booking more webinars.
- We have the largest meeting room at Central Library reserved from 1:00 – 5:00 PM on third Tuesday of each month; this room could be used for general meetings and trainings.
- We all need to brainstorm ideas.

BOARD MEETINGS

- David reserved the Germantown Library from 1:00 – 5:00 PM on third Tuesday of each month, and we will hold in-person board meetings at this location when weather permits.
- Next board meeting scheduled for Tuesday, Feb 20.

COMMUNICATION

- Shawn requested permission to provide a brief update about MAGIC (new board members and officers, good financial shape) to TNGIC for TNGIC News feature
 - Nobody voiced any objection to this.
- Rob will draft an email announcing new board members and officers.

ADJOURNMENT

- Motion presented by: Shawn
- Seconded by: Rob
- Time: 2:53