

Northern Rockies URISA

Board Meeting Minutes

Thursday, 19 September 2013

Call to order:

Made by Ed DeYoung at 10:33 AM MST (all times MST in the rest of this document)

Roll Call:

Present:

President: Ed DeYoung

Vice-President: Jennifer Grew

Secretary: Dan Narsavage

Member at Large: Donna Phillips

Absent:

Treasurer: Shawn Stubbers

Member at Large: Susan Parsons

Member at Large: Kirk Becker

Approval of Previous Minutes (10:34):

- Donna Phillips ***moved to approve the minutes of the August 2013 meeting***, seconded by Dan Narsavage, ***approved unanimously by acclamation***

Chapter Maturity Assessment & Chapter of the Year Nomination (11:08):

- Donna has still not heard back regarding the review
- Donna visited the URISA website and found no announcement for Chapter of the Year

2015 Conference Chair Selection (11:09):

- Dan reported that WAURISA replied to our suggestion for a joint conference. They are interested in a joint conference with us but are also discussing a joint conference with Oregon's chapter. WAURISA will report back to use after their next board meeting
- Keith Weber was mentioned as a candidate for the poster coordinator
- Dan asked Ed regarding his plans for getting U of I more involved. Ed said that he will be meeting with U of I folks regarding that. Ed would like to see more student papers & posters.
 - Donna mentioned including a student track and incorporating a discussion regarding potential employers' expectations, job interviews, and job application processes.

- Donna reported talking to her supervisor regarding chairing the conference and she will not have enough time for that, although she may be able to co-chair with someone.
 - Donna also noted that Betty Conces may be able to co-chair and has experience chairing a conference in the past.
 - Dan and Donna agreed that Betty wouldn't have the time to perform the duties of both CVent coordinator and co-chair
- Ed sent an email containing a list of roles that must be filled. These roles are:
 - Chair to manage conference timeline & people on this team
 - Vice Chair – support the Chair & fill in where needed
 - Finance/accountant
 - Posters, awards
 - Abstracts, Presentations
 - Vendors Businesses
 - Vendors ESRI
 - Vendors College & Universities, High School, Middle School
 - Advertizing, Communication, Web page & Social media
 - Conference Facility
 - Conference Meals
 - Workshops
 - Printer for conference publications and certificates
 - Keynote speaker
 - Photographer
- Dan noted that a similar list already exists in the conference planning guide that he was supposed to have re-compiled with the new information provided by the 2013 conference committee. Dan will do this.
- Donna asked if Ed had any people in mind for the roles listed in his email.
- Jennifer will add a piece to the newsletter requesting volunteers for these roles.
- Donna asked if anyone has voiced any more desire to have our conference in Lewiston
 - Dan noted he hadn't heard from Shawn Stubbers in two months
- Donna sent Betty Conces an email during the meeting regarding co-chairship and Betty replied in the affirmative at 10:42
- Betty joined the conference call at 10:56 and this conversation continued
- Betty will collaborate with Dan regarding the compilation of conference duties feedback

Northwest GIS Users' Conference Carpooling (10:42):

- Ed reports that Betty Conces is going to Sun River for this conference and will coordinate carpooling if there is interest.

Request for NRURISA to host North Idaho's GIS Users' Meeting (10:44):

- Ed reports that Dave Williamson has asked him to take charge of the North Idaho GIS Users' Meeting.
- Jennifer Grew asked what responsibilities the role would entail. Ed noted that it would include:
 - Sending meeting reminders

- Creating an agenda and finding speakers to fill it
 - Leading meetings (“emceeding”)
- Ed noted that he is willing to do those things.
- Donna Phillips **moved that Ed be the new leader of the North Idaho GIS Users’ Meeting**, seconded by Dan Narsavage, **approved unanimously by acclamation**

President's Report (10:48):

- Ed has nothing more to report.

Vice-President's Report (10:48):

- Jennifer Grew prodded Ed for his “President’s Corner” article for the newsletter.
- Jennifer wants to have a fall newsletter around early October
- Jennifer asked for news articles from others as well.

Secretary's Report (10:48):

- Dan has nothing to report.

Treasurer's Report (10:48):

- Shawn is absent.

Chapter Advisory Board Representative (10:49):

- Transitioning between the old CRC and the new CAB is continuing with many growing pains.
- How URISA relates with its chapters is very much up in the air
- Affiliation fees will be in place, but the amount of those fees is yet undetermined. \$500-\$1300 is a range being tossed around right now.
- Dan noted that if we switch services like Cvent and Telspan to using URISA’s services, even at the high end of the affiliation fees it might be a wash for us.

Members at large (10:49):

- No other members at large are present.

Next Meeting:

- 17 Oct 2013, 9:00 AM PST (10:00 AM MST)

Motion to Adjourn (11:05):

Dan Narsavage **moved to motion to adjourn** at 11:05 AM MST, seconded by Donna Phillips, and **passed** unanimously by acclamation.