

**North American Cartographic Information Society (NACIS) Board Meeting
Columbus, Ohio
October 9, 2002**

Officers and Board of Directors attending:

Jeremy Crampton (Past President)
Will Fontanez
Adele Haft
Jenny Marie Johnson
Megan Kealy
Gordon Kennedy (Vice President)
Jim Meacham (President)
Susan Peschel (Treasurer)
Joe Poracsky
Jeannine Schonta
Trudy Suchan
Alex Tait

Others attending:

Jim Anderson (*Cartographic Perspectives* Assistant Editor)
Lou Cross (Executive Director)
Charlie Frye (student web mapping contest)
Mike Hermann (2003 conference local arrangements)
John Krygier (2002 conference local arrangements)

Meeting called to order at 3:10 p.m. The secretary is unable to attend. Trudy Suchan will take minutes.

OLD BUSINESS

Minutes of the spring 2002 board meeting approved with one typographic correction.

At the spring meeting, the Board agreed to pay for expert review of the organization's by-laws. The review has not occurred yet. Two items are of concern:

- >Potential federal tax issues if NACIS continues to make money annually
- >Board member liability; we seek a written legal opinion assuring board members that each is not personally responsible for actions of the organization

Lou Cross will ask Dennis McClendon to suggest a lawyer with relevant legal expertise. Lou will report at spring 2003 board meeting whether/how the bylaws need to be changed to minimize tax and personal liability risks.

EXECUTIVE DIRECTOR'S REPORT (Lou Cross)

Membership report. Downward trend in membership numbers this year, though longer term trend is up:

Three Years' Membership Numbers

| | |
|---------------------|-----|
| Calendar Year 2000 | 455 |
| Calendar Year 2001 | 487 |
| 2002 through Oct. 8 | 424 |

2002 Membership Detail

| | |
|----------------------|-----|
| Individual (regular) | 285 |
|----------------------|-----|

| | |
|---|----|
| Individual (student) | 35 |
| Institutions | 20 |
| <i>Cartographic Perspectives</i> subscription only | 84 |

Elections report. Jeff McMichael resigned as secretary. The Board extends thanks to him for his work to date. The Executive Committee, previous to this board meeting, appointed Trudy to fill out the term. The Board moved, seconded, and approved a motion to affirm the action of the Executive Committee.

Newly-elected board members are Jane Domier and Charlie Rader. There was a three-way tie for the remaining board position. Trudy resigned the board position to which she was just re-elected, which means two board positions are to be filled from the three-way tie. The runoff will be held at the business lunch October 10.

Report on Columbus meeting. Participants in Portland, OR in 2001 numbered about 230, for Columbus, OH 2002, about 130. Attendees collectively must meet the room night minimum to meet contract terms for "free" meeting rooms (NACIS cost otherwise is \$8000). Contract with the Adams Mark was negotiated to include government-rate attendees in room count. The membership should be educated to the arrangement, that staying at the conference hotel and thus collectively assuring "free" meeting rooms keeps costs reasonable for the organization. Also for future meetings, brief discussion of how to bring local arrangements expertise forward: past year's local arrangements chair as big buddy to the following year's; or set up a binder or guidebook. Gordon Kennedy advised that local arrangements are best managed by a committee of several rather than one (overworked) person.

VICE PRESIDENT'S REPORT (Gordon Kennedy)

Columbus meeting, cont. The Adams Mark is a beautiful facility. Jim Meacham and Lou get credit for printed program. Lou added, Jim A. laid out the Columbus program. Gordon noted that five accepted papers were withdrawn due to changes in plans, financing, or similar reasons. They did not appear on the program. He mentioned a few presenters who had to withdraw late and ideas for adjusting affected sessions. He thanked board members in advance for moderating sessions. He reported the conference includes 59 presenters and about a dozen posters. He analyzed the distribution of presentations:

| Presenter <u>Affiliation</u> | Share of <u>Papers</u> |
|---------------------------------|---------------------------|
| Academic | 54% |
| Libraries | 15% |
| Federal | 14% |
| Local govt. | 5% |
| Private | 5% |
| Corporate | 3% |
| NGO | 2% |

Gordon inquired about the "will of the Board" regarding quality and costs of audio-visual equipment for the conferences. NACIS has relied on volunteers carrying equipment to the conference and volunteers to run that equipment but began to rent equipment from the conference hotel in Portland, OR last year. Benefits:

- >Equipment is suited to the length and breadth of the rooms
- >Equipment can be incorporated in room design with seating and podium
- >Hotel is responsible for immediate replacement of faulty equipment.
- >If presenters have a good experience, they will encourage others

In sum, high quality presentations improve the conference experience for all. Costs in Columbus est. \$930 for four computer projectors, three slide projectors and some overhead projectors. Said "no" to an Internet connection at \$400 for two days.

TREASURER'S REPORT (Susan Peschel)

Susan distributed five financial reports, all attached. The Portland, OR conference made \$15,000; see two reports NACIS XXI-Portland 2001 Final Figures and Treasurer's Report 2001. Practical cartography day was a big contributor. The Treasurer's Report 2002, prepared in early October (before full calendar year membership revenues and conference costs) shows a deficit. Regarding the 2002 Proposed Budget, as amended by the Board in April 2002:

- >The document shows the estimated balance carried forward from 2001 without the boost of Portland, OR conference profit
- >Columbus conference was estimated to make about \$4000 but likely will not show a profit.

Various thoughts were expressed on how to carry numbers across these reports so that the Board can understand easily each bottom line.

CARTOGRAPHIC PERSPECTIVES UPDATE (Jim Anderson)

Cartographic Perspectives No. 39 (spring 2001) mailed recently. No. 40 (fall 2001) is being printed. No. 40 has one, 16-page color signature for significant cost savings compared to an all-color issue. Nos. 41 and 42, content is with Jim A. and will be published close together. No. 43, several articles have been submitted. Scott Bell is guest editor for a later atlas special issue.

Jim Meacham gave Jim A. our deepest thanks for his *CP* work.

STUDENT WEB MAPPING CONTEST (Charlie Frye)

Hal Moellering replaced Martin Von Wyss as a judge. As Charlie expressed it, this year's contest was a "very successful mixed bag." Twenty-eight entries, from 20 institutions, one NACIS student member. Picked up by FastWeb.com ("FastWeb can help you...find money for college!"); 18 entries from that; prompted review of rules and eligibility requirements and how to spread potentially large review load over many judges.

- >Advertising. Dropped reminder emails to NACIS list without apparent ill effect. Helped FastWeb get its information straight on this contest. Perhaps share advertising with Association of American Geographers and Cartography and Geographic Information Society student contests.
- >Eligibility. Goal is to slow stream of emails that require personal response. Change description of contest to emphasize university students who are enrolled in or have completed a cartography class. Call out that community college students are eligible.
- >Prize. Clarify that NACIS does not have to give prizes if quality of entries does not warrant prizegiving. Prepare and send certificates of award promptly (Tom Patterson has the template, Lou and Jim A. will obtain and print for 2001 and 2002 winners).
- >Judges. Have many judges each review max. ten entries; re-rate final selections as a group.

STUDENT POSTER COMPETITION (Jenny Marie Johnson)

Contest purpose, rules, prizes, and procedures were drafted. Discussion covered:

- >Amount of prize (\$250 proposed);

>Means of judging (popular vote by conference attendees on conference opening night) and vote tallying

>Student eligibility, recency of work, number of students participating in one poster

>Maximum size of entries

>Whether student(s) need to be at the conference (no)

>How to set limit, if needed, on number of student entries

Jenny will make some revisions to proposal for discussion again at Friday's board meeting.

2003 CONFERENCE (Jim Meacham)

Main update will come at Friday board meeting. Lou will announce location (Jacksonville, FL) and dates (Oct. 8-11, 2003) at business lunch tomorrow. Alex Tait confirmed practical cartography day will precede the conference in 2003.

2004 CONFERENCE (Mike Hermann)

Portland, Maine is proposed for the 2004 conference (see attached handout "2004 Portland, Maine?"). Issues, as are typical in selecting a conference location, include

>Facility availability--second week in October strongly preferred--Holiday Inn is the only hotel of sufficient size for NACIS

>Balancing meeting costs for participants with ease and cost of access (sometimes these vary inversely)

>Who is available for local arrangements committee

>Transportation for off-site workshops and field trips

OTHER BUSINESS

Jim A. is making templates for regular publications such as the conference call for papers that will go out to the Executive Committee for review.

Susan reminded us, it is a common practice for like-minded organizations to exchange journals.

The proposal for a student poster competition was reminder (from the April board meeting) of the potential for a professional competition, too.

The Board needs a refresher on CUAC (including what the acronym stands for). Dan Seldin is currently the NACIS representative to CUAC.

Gordon asked us to think about role and level of participation we would like for vendors and commercial entities (such as Avenza). Lou added, think about commercial sponsorship of opening reception. In general, where would more commercial interests fit into the conference? What would they add? detract?

Jim M. thanked the outgoing members, Jeremy Crampton, Jeannine Schonta, Alex, and Jenny.

Meeting adjourned at 5:37 p.m.

Respectfully submitted,

Trudy Suchan
Secretary

North American Cartographic Information Society (NACIS) Annual Business Meeting
October 10, 2002

Meeting commenced at 12:45 with a welcome to the conference attendees by Jim Meacham, outgoing president. His report to the membership covered:

- >Introducing Executive Director Lou Cross
- >Update on Cartographic Perspectives
- >Report on NACIS XXI in Portland, OR (October 2001)
- >Announcement of next year's meeting in Jacksonville, FL
- >New secretary, Trudy Suchan, appointed

Executive Director Lou Cross report to the membership comprised:

- >Thank you to Jeremy Crampton, Past President, and to retiring board members Jenny Marie Johnson, Jeannine Schonta, and Alex Tait, and Paporn Thebpanya
- >Announcing Jane Domier and Charlie Rader as new board members
- >Three-way tie between Dennis McClendon, Glen Pawelski, and Fritz Kessler for remaining board position; procedure for run-off election

Jim M. turned the meeting over to Gordon Kennedy, new president. Gordon made brief remarks including his history with NACIS and reflections on the organization's purpose and diversity.

Susan Peschel gave the Treasurer's report:

- >Financials on NACIS XXI in Portland, OR (October 2001)
- >2002 financials to date including membership dues income
- >Cartographic Perspective as major expense item

After Gordon's call for new business, the group discussed the flexibility, if any, in the October date for this annual conference and whether there is potential to reach absent members by changing conference month or location.

Announcements included upcoming meetings of interest to cartographers, calls for journal articles, and a call for judges for the NACIS student web mapping contest.

The meeting ended at 1:30.

**North American Cartographic Information Society (NACIS) Board Meeting
Columbus, Ohio
October 11, 2002**

Officers and Board of Directors attending:

Jane Domier
Will Fontanez
Adele Haft
Megan Kealy
Gordon Kennedy (President)
John Krygier (Vice President and 2002 conference local arrangements)
Dennis McClendon
Jim Meacham (Past President)
Glen Pawelski
Susan Peschel (Treasurer)
Joe Poracsky
Charlie Rader
Trudy Suchan (Secretary)
Andrew Wunderlich

Others attending:

Lou Cross (Executive Director)
Scott Freunds Schuh (*Cartographic Perspectives* editor)
Charlie Frye (student web mapping contest)
Mike Hermann (2004 conference local arrangements)
Jenny Marie Johnson (student poster competition)
Alex Tait (Practical Cartography Day 2003)

Meeting called to order at 3:38 p.m. by Gordon Kennedy, President.

New board members were introduced: Jane Domier, Dennis McClendon, Glen Pawelski, and Andrew Wunderlich.

2002 CONFERENCE (Gordon)

Meeting attendance/expense. Attendees collectively met the room-nights minimum with the Adams Mark, thus, meeting rooms are not an extra charge to NACIS.

Student web mapping contest. Both a first prize and honorable mention were awarded this year in the interactive category, but no prizes were given in the animation category. (NOTE: after the meeting the first prize winner was disqualified and the honorable mention promoted to first place.) Charlie Frye will revise the call for entries (see details in October 9 board meeting minutes) and send a draft for board review. Charlie is happy to have nine volunteers for next year's judging.

2003 CONFERENCE (Lou Cross, Alex Tait)

Advance notice. There will be a short video presentation at tonight's banquet about NACIS XXIII in Jacksonville, FL next October. The call for papers for NACIS XXIII will be published in *Cartographic Perspectives* in January 2003, followed up with the usual hard-copy mailing to NACIS members (John Krygier will draft the call for papers and send to board members). Calls for both the web mapping and poster competitions for students will be posted on *nacis.org*.

Noting the wealth of papers now offered, Adele wondered if paper presentations could start on Wednesday. That would conflict, however, with practical cartography day plans.

Practical cartography day. NACIS XXIII will include Practical Cartography Day (PCD) on Wednesday, October 8. PCD gained lots of momentum at this meeting; expect it for several more years. Alex Tait needs a deputy for 2004.

Exhibits. Fritz Kessler will be on-site coordinator for the exhibit hall, aided by Andrew Wunderlich.

STUDENT POSTER COMPETITION (Jenny Marie Johnson)

Jenny presented rule changes based on the October 9 board meeting discussion (attached). There were concerns about overcrowding the exhibit space. Jacksonville will have plenty of space for 2003, but the concern lingered for 2004 and forward. The board moved, seconded, and approved the student poster competition rules offered by Jenny, with a participation limit of the first 30 entries. Jenny and Dennis McClendon will coordinate the student competition.

NACIS XXIV, 2004 CONFERENCE (Mike Hermann)

Mike and Lou Cross had estimates of fares to airports close to Portland, ME. Event planning will include publicizing airport choices and coordinating transportation sharing for the last leg of travel. Dates for NACIS XXIV are proposed for October 5-10, 2004 (some hotel rooms for October 5 stays; PCD and conference opening session October 6; conference session days October 7-8, workshops on October 9; and final departures on October 10). The board moved, seconded, and approved Portland, Maine as the conference location in 2004 and to set the dates October 5-10.

NACIS XXV, 2005

First ideas surfaced for possible locations. The key requirement is a NACIS member nearby for local arrangements.

Carolinias—Jeff Patton, Elizabeth Nelson are local

Santa Barbara—Dan Van Dorn and Will Taft of MapLink are local; Maps.com is there; Keith Clarke of University of California at Santa Barbara, Lane Lucious of Ventura.

Austin—Marcus Ollington

Madison—longer term possibility. Mark Harrower is there but still is very new faculty at the University of Wisconsin-Madison

NOMINATIONS COMMITTEE (Jim Meacham)

Jim, Glen Pawelski, and Megan Kealy are the committee for 2003 nominations. First ideas for nominees were expressed. Jim is pleased to have three students volunteering to run for the student board position.

CARTOGRAPHIC PERSPECTIVES (Scott Freundsuh)

Status of planned issues. No. 40 is at the printer. No. 41 and 42 are ready, one will be the practical cartography issue. Scott Bell is guest editor for a future CP atlas issue.

Copyright. The CP editorial board discussed copyright and resolved that NACIS should be obtaining copyright from authors. Adele noted it is usual for authors then to come to NACIS for permission to re-use own materials first published in CP. Scott F. and Dennis will work further on establishing the copyright protocol for CP and its authors.

VENDOR/COMMERCIAL PARTICIPATION AT NACIS CONFERENCES

Gordon asked for opinions on vendor/commercial content at conference. The following is summarized from a lengthy conversation to which most board members contributed. Vendors are interested in NACIS sales opportunities and, Gordon noted, vendors are our partners in cartographic production. Several board members said, however, that they were not fans of sales to NACIS conference attendees as a captive audience. Vendors are accustomed to a commercial booth model, which NACIS does not offer and probably won't; NACIS attendance is not large enough to attract a roomful of commercial booths, which in any case would cause space problems. Vendors have tried continuous demonstrations in the poster area, but have not found that generates sustained attention and sales. Possibilities are to

- >Make vendors part of practical cartography day
- >Schedule vendors into sessions where a member presents a cartographic application, and the software sales rep is available for technical questions (but we already are pressed to get all papers into two days of sessions)
- >Encourage vendors to be involved in the NACIS conference model (rather than the static commercial booth model): participate with a poster, an applied example in a session, and get involved in the workshop day.

Lou reminded, vendor involvement is a revenue-generating opportunity, for instance, vendors support the opening-night reception.

OTHER BUSINESS

Potential for expanding meeting participation. The suggestion was made at the business meeting to prepare and circulate a questionnaire regarding time and location of the annual conference. Dennis suggested doing this in an email, and particularly attempting to reach those not at this conference. Gordon and Lou will work further on this. Joe Poracsky asked, what can we do to increase involvement from Latin America? The board will discuss this at its spring board meeting.

Nacis.org. The last CP but one goes online with publication of each new issue. Will Fontanez and Andrew offered to update links to show (strong) cartography programs on the NACIS website.

CUAC. Dan Seldin is the current de facto NACIS representative to CUAC. The Executive Committee will choose a second NACIS representative to CUAC. Gordon will request a written report on CUAC work from the representatives in time for the spring board meeting. Jenny will confirm for us what CUAC is.

Spring board meeting. Location and date to be determined.

Meeting adjourned at 6:03 p.m.

Respectfully submitted,

Trudy Suchan
Secretary