

NACIS Board Meeting

April 30, 2005

Milwaukee, WI – AGS Collection, University of Wisconsin—Milwaukee

Board actions via e-mail prior to Spring Board Meeting

March 7, 2005 – approved anniversary issue of CP – funding to be determined at Spring Board Meeting

April 4, 2005 – approved increase of reimbursement of allowable expenses for attending Spring Board Meeting to \$300 (ratified by voice vote at Spring Board Meeting)

Present – Erin Aigler; Lou Cross (executive director); Mike Hermann; Jenny Marie Johnson (secretary); Fritz Kessler; John Krygier (past president); Dennis McClendon (vice-president); Joanna Mensher; Margaret Pearce; Susan Peschel (treasurer); Brandon Plewe; Ben Sheesley (student representative); Erik Steiner; Trudy Suchan (president)

The meeting was called to order at 9:15am.

Susan was thanked for hosting the meeting.

Board meeting minutes from October 6 and October 8, 2004, were approved with two corrections to name spellings.

Treasurer's Reports

The treasurer's report for NACIS XXIV (Portland, Maine, 2004) was distributed showing a profit of \$13,651.14. Also distributed were the treasurer's final report for 2004, the report for 2005 (as of 4/27/05) and the 2006 proposed budget. The proposed budget will be discussed further and approved at the first board meeting in October.

Allowable expenses for reimbursement need to be submitted to Susan within 30 days of the Spring Board Meeting.

Electronic Payments

Lou led a discussion about making electronic payments possible for memberships and conference registration. Electronic payments would make data capture easy. Membership payments would be fairly straightforward because there are relatively few options and could be up and running very quickly. Conference registration is much more complex because there are so many options and resulting possible combinations on the conference registration form.

PayPal would work for membership payments but not for conference registration.

For conference registration, either a commercial system through a merchant account company would work or a custom form relying on encrypted e-mail could be developed. Either way, there will be costs that need to be absorbed.

In using a commercial system, several percentage points of each transaction, possibly up to 10% (could easily be \$15/transaction) would go to the service provider for the use of the merchant account and website.

A custom form feeding into encrypted e-mail would include an administrative interface to make the form portable and easily updated. NACIS already has a secure certificate but would still need a merchant account costing between \$25 and \$50 per month.

The alternative to moving toward electronic payments is to do nothing and continue receiving only cash and check payments.

A small group is needed to work on this.

NACIS.org

Erik distributed a handout about the design and development process for NACIS.org and quickly demonstrated how the site will function. The update of the website is not necessarily ambitious but is intended to make the website functional, scalable, and easy to update as well as to spread the burden of maintenance. It will be hosted at FSU at no charge to NACIS; a secure certificate is already in place for anything that needs to be encoded. NACIS.org needs to be launched as soon as possible – even with minimal content. Content from the current site could be ready in 2 weeks; a content review is required to make sure that only the information that can be confirmed as being up-to-date is moved over.

The entire membership database will be moved to FSU in early May giving both Lou and Susan access through the Web.

Consideration needs to be given to security for the website and membership database. Additionally, a decision needs to be made about how much information the organization is authorized to give out about its members and how that information will be disseminated. A contact point is needed for the website. This could either be the NACIS.org subcommittee chair or an appointed website editor.

A soft roll-out of NACIS.org will occur on Friday, June 3, 2005. The target date for the public roll-out is the October meeting. An e-bulletin will be sent to members and the site will be demonstrated in October.

Although the launch of is not contingent on it, it would be great to have electronic membership purchase/renewal available online for the roll-out.

Erik, Joanna, and Andrew will continue working on the content. NACIS has not yet been billed for the site development work (\$1000); although some tweaking is needed the design portion is basically done. Funding for the membership renewal and conference registration development, \$750 for both pieces, is within the amount previously budgeted for NACIS.org work. It would be more cost effective to have this done in-house at FSU than to go elsewhere.

For the online membership renewal and conference registration to work, a merchant account must be purchased. So there will be additional costs for both the account and for transaction fees. Members could be billed for using the electronic payment or conference fees and membership dues could be raised to cover the amount. A vote would need to be taken at the October membership business meeting to raise dues levels.

Page stewards will be determined as pages are developed. A call for volunteers could go out via the e-bulletin to the membership in June after the soft roll-out.

NACIS XXV

The call for participants has been printed and labeled and will be mailed very soon. It is a tri-fold, less expensive to mail than a bi-fold.

It was noted that the difference between member and non-member registration is less than the price of a year of membership. The following resolution was approved unanimously: Resolved that the non-member regular conference registration supplement equal the annual membership cost.

Preliminary materials need to be in the mail on August 1 and need to be ready for production the third week of July. Labels will be done at FSU. 1350 preliminary programs will be sent out. Dennis will send digital files to Lou for printing.

There are a few options for opening/closing events – map-off (opening); local landscapes (opening or closing); 25th anniversary event (play/skit/slide show); 25 years in maps; David Rumsey. Finding a GOOD speaker is key.

Martin Gamache has agreed to coordinate the map-off but some restructuring needs to be done including giving the judges time to prepare and posting the content of event on the NACIS website after the conference. Erin will help with the map-off.

NACIS night out could be Brews & Books similar to the Portland, Ore., meeting but this kind of event becomes highly dispersed. Also a sunset walk could be planned and the hospitality suite would open at 9pm. There was some concern about how widely dispersed NACIS member would become during a Brews & Books event – at Portland, some Board members saw very few NACIS members all evening. Perhaps something could be done at the public library or the Rio Grande Station/historical state archives/Mexican café.

Possible field trips include – copper mine, world's largest dinosaur museum, Park City (Olympic park, zip line, shopping, Heber train ride), Snowbird (Octoberfest). Transportation would be university vans.

Workshops – University has 2 labs and is on the light rail line. Workshop instructors/leaders need to be recruited. Workshops need to be on techniques and concept

– not specific to a single software package. Perhaps one of the workshops could be a joint design activity, a 1-day map challenge.

The planning document continues to be extremely valuable.

Practical Cartography Day – the planning document is in the “notes stage” and will be off-leaded by Erik after October. There will be a single session for PCD which will be able to accommodate 100 people.

Student Poster Competition – A statement of purpose needs to go to the board and a call for posters needs to go out. Fritz, as poster coordinator, will implement the competition, Brandon will do the planning, and Ben will help. Jenny will send documentation to the poster competition subgroup from the competition that had been held in Jacksonville.

Anniversary Committee – a handout describing possible meeting souvenirs was distributed. Dennis, as program planner, and Tom need to talk about the schedule of events.

Possibly there could be a plenary session on Thursday morning – place for a static backdrop such as a NACIS timeline or retrospective poster display, would include breakfast and business meeting.

\$1000 was allocated to the Anniversary committee for commutative activities or products. Finding a sponsor for NACIS co-branded objects (such as a Rand McNally pocket-sized atlas with a NACIS logo on the cover) goes against the unwritten policy of no vendor specific workshops and sessions. The Anniversary Committee’s role is seen as being more content rich than what was presented in the handout.

Promotions

Mike distributed a packet of information describing the committee’s work. Publicity “blurbs” were written and sent out about the upcoming 2005 Salt Lake City meeting and about the 2004 Portland meeting. A list of university geography departments was obtained. Text for a “colleague invite” letter, intended for distribution with sample issues of CP, was written. NACIS needs to pursue active outreach at the regional level. The next large tasks for the committee are putting together content for the redesigned web site, creating content for the NACIS e-newsletter, and publicizing “NACIS people in the news.”

The board had an extensive and free-form conversation about the entries that had been received for the NACIS logo competition. 22 entries were received, and a winner was selected by the board. Suggestions on changes to the winning entry should be sent to Mike to forward to the winner.

NACIS XXVI (2006) – Madison, Wisconsin

The venue, Inn on the Park, is nice and the staff is well prepared and accommodating. The hospitality suite is great and food samples were fine. A contract will be signed in early May.

NACIS XXVII (2007) – location not yet determined

The board must be ready to talk about and decide on a 2007 location in the fall. Having a local arrangements person is critical.

Nominations

John presented the slate – vice president, Jenny Marie Johnson; secretary, Margaret Pearce; board, Martin Gamache, Mary Beth Cunha, Frank Hardisty, Max Baber, Mike Hermann; student Renee Louis (Univ of Hawaii).

There was a discussion about the length of term for student board members. A one-year term barely gives them time to get grounded. The term is one year by the by-laws. To change it would require a membership vote. Could a student be elected for a two-year term while perhaps not being a student the second year? A single-year term exposes more students. Is more than one student needed on the ballot? Appropriate people who teach need to be approached for names.

Cartographic Perspectives

CP continues to remain caught up. CP 50 (winter 2005) is out. CP 51 will be a Robinson & Woodward special issue and is in page layout. CP 51 will include a 16 x 21 inch poster showing Robinson's intellectual legacy. For \$60, 400 can be printed as flat posters – approved by Board. Trudy and Jenny will find a way to have Robinson graphic proofread. CP 52 (summer 2005) has one confirmed paper and 5 under review. CP 53 (winter 2006) will be an art & cartography special issue with a historical overview by Denis Wood and 4 articles.

Ren Vasiliev is stepping down as CP book review editor and a replacement is needed.

Scott and John will overlap as editor during fall of 2006 and John will become sole editor in early 2007. They are working on ways to facilitate the transition.

CP is indexed in GeoRef and Current Geographical Publications/Online Geographical Bibliography. It will be in Geobase, and Scott is working on Web of Science. Should CP be indexed any place else? Perhaps in more general social sciences indexes?

John and Scott have been investigating full text delivery of CP content. CP is largely inaccessible to the academic community, beyond members, because of its very low academic subscription numbers. Thus its impact is limited and it is difficult to convince academics to publish in it. CP could continue as it is or full text could be offered through an academic full text provider such as Academic Search Premier (EBSCO) or JSTOR or through an open access provider, SPARC. The worst-case scenario would be the loss of institutional subscriptions; given the strong NACIS community and conference few individuals would leave the organization. Google/Google Scholar is being used

increasingly as a starting point for academic research; NACIS needs to allow Google crawler access to full text (secure server); link to web pages with titles, abstracts, and keywords; and help people get copies of articles.

Some special issues of CP could be re-issued as books. It would cost approximately \$6000 for 600 copies of an 88 page book with color signature. Special issues that could be repackaged are the Native American and art & cartography issues. Distribution through Amazon.com is possible but Amazon takes a sizable cut.

Issues needing to be decided via online vote: CP special anniversary issue (funding source); CUAC representatives. Additionally, the board did not have time to discuss the use of NACIS mailing lists.

The meeting adjourned at 5pm.

NACIS Board Meeting I

October 12, 2005

Salt Lake City – Annual Meeting, Radisson Downtown Red Butte Room

3:00-5:30pm

Present – Erin Aigler; Lou Cross (executive director); Scott Freundsuh (CP editor); Pat Gilmartin; Mike Hermann; Jenny Marie Johnson (secretary); Fritz Kessler; John Krygier (past president); Dennis McClendon (vice-president); Joanna Mensher; Margaret Pearce; Susan Peschel (treasurer); Brandon Plewe; Erik Steiner; Trudy Suchan (president); Glen Pawelski; Tonia Buckingham

President's Remarks – Trudy Suchan

Made opening remarks including that the meeting's ending time was firm at 5:30pm and that as much work as possible would be pushed out to committees.

Vote on April 2005 board meeting minutes

Mike Hermann made the motion to accept which was seconded by Pat Gilmartin. The minutes were approved unanimously.

Treasurer's Report -- Susan Peschel

The Board did not vote on 2006 budget at end of April meeting. The proposed budget was sent out via e-mail prior to meeting in Salt Lake City. Mike Hermann made the motion to accept which was seconded by Pat Gilmartin. The budget was approved unanimously.

Susan plans to give a "Cliff Notes" version of budget at the membership meeting on Thursday morning. Three handouts were prepared: bright blue – final version of 2004 budget report; bright green – 2005 budget report; white – 2006 proposed budget. Major expenses during 2004 included CP and conference. The bottom line in 2004 had a \$64,000 deficit because of catching up with CP. Nevertheless, NACIS carried over balance of \$103,000 into 2005. As a note of explanation, funds budgeted in 2004 for database migration and website redesign were not expended until 2005.

The organization's major sources of income are the conference and membership dues. At the end of 2005, potential revenue compared to expected expenses gives a cushion of \$1300.

Changes in the web site and online registration, including facilitating credit card usage, have been overwhelmingly positive. 50 online membership applications, NOT renewals but from new or lapsed members, were received prior to the conference. Susan takes the information submitted through the website and calls for authorization then sends an online receipt. Conference registration works the same way. 154 conference attendees registered prior to the conference; 7 by FAX; 17 mailed; and 130 through website. Once procedures were figured out, receipts were sent out by e-mail. Overall, the process worked well for Susan. Success comes at a cost – but perhaps not too high. NACIS

won't go back to old way of doing things. There was a set up fee of \$1000, and authorization fees June through September cost \$900 (generally 3% for Visa and MasterCard and 5% for American Express). Susan has complete figures Susan will be figuring out soon how to send out renewal notifications. By the spring board meeting, we will be able to see entire cycle and the board may need to think about cost of additional fees.

Investing NACIS cash– What to do with \$100,000 balance? \$75,000 was moved to a money market account by Susan in May. Susan and someone else need to look at this and to prepare report to create a risk management plan. The core of money should be sent to someplace other than a money market account. Scott volunteered to take on this research task; Lou also will be involved. NACIS needs to know what the limits placed on non-profits earnings are and how to protect NACIS resources before finding places (like student travel or scholarships) to spend larger sums of money A report prior to April board meeting describing typical organizations like NACIS in context of NACIS risk points is expected. The organization needs to identify how much funding could be used for other activities before deciding what those activities should be. Washington Map Society is similar to NACIS. Brandon will take a look at CaGIS. It is hard to justify raising dues when money is in the bank. Subcommittees could consider how some of funds could be used after report is distributed.

Elections

For 3 posts only 1 person was on the ballot –

Vice President – Jenny Marie Johnson

Secretary – Margaret Pearce

Student – Renee Lewis

For the Board – 6 individuals were on the ballot, and Max Baber, Mary Beth Cuna, Martin Gamache, and Mike Hermann were elected.

Trudy will be asking for help on nominations during the upcoming year – esp. treasurer. Susan's last term as treasurer is through next meeting. It is important not to force someone to take post if they aren't really interested. Finding a treasurer will take a lot of time and thought. Names of potential candidates should be sent to Trudy. Actual treasury part isn't probably that By the bylaws, the treasurer is an elected, volunteer position. The bylaws would need to be changed by membership vote if the board wants to change the treasurer position to a paid position.

The board also discussed distribution of ballots to the membership. With members relying on information online, paper ballots might be lost. For 2005 ballots were included in preliminary program but members might not have opened the mailing because they had already found the information they needed at the NACIS website. The board needs to consider how balloting is done. There was a considerable drop in ballots received – about half of normal responses.

NACIS Salt Lake City – Brandon Plewe, local arrangements and
Dennis McClendon, program chair

Everything has been going according to plan. Hector has been very helpful with last minute changes. Brandon will be putting up sign up sheets for Thursday night activities to get sense of numbers, especially for the sunset hike. The sign up sheets will be announced at Wed. evening activity. It would be nice if Board members would take charge of the activity they sign up for. Brandon will try to get information/web sites put together. Sunset hike is only activity needing transportation – Brandon will have a van. Number of options has been cut down slightly from list that appeared in program – biking was cut out because of logistics problems and riding bikes at dusk. Gallery tour might need to be cancelled because of lack of number of open galleries.

Dennis needs help in organizing Geodweb Geopardy game. NACIS has the banquet space only for a set amount time and will need to move out of the space so that banquet staff can set up for Saturday. Poster space might be best option. Lou will check on getting chairs set up.

Fritz Kessler – the poster session deadline was extended which resulted in wide range of selections.

Practical Cartography Day – Committee: Erik Steiner (chair), Brandon Plewe, Ben Sheesley, Steve Spindler

Nearly 90 people were in attendance. Everything went smoothly. For next year – need to finish the planning documentation. Erik has notes including a number of tasks. Steve and Erik will put something together in next couple of weeks that will tie into planning document for conferences. No problems with existing format; Erik doesn't see reasons to institutionalize as an every year event or to stipulate formats of presentations. PCD should be a big April board meeting thing. Having PCD is contingent on having a coordinator, having a planning document will help in finding volunteer. As an aside, one of the reasons no workshops this year because no one volunteered to run workshops. Need to lobby people in SLC to get them thinking about volunteering to coordinate next year's PCD. Martin Gamache might be a good option.

Anniversary – Committee: Tom Patterson (chair), Pat Gilmartin, Susan, Mike Hermann, Lou Cross, Donna Genzmer
\$1000 budgeted – came in well under budget.

Conference promotions – Committee: Mike Hermann (chair), Margaret Pearce, Erin Aigner, Susan Peschel, Lou Cross

Typically the committee doesn't do a whole lot in promoting next meeting; that's mostly done by local arrangements people. No formal ad campaign done. Bulk of committee's resources the next year should go toward some aspect of the web page. Most valuable role could be content preparers and collectors. Possible uploading of last year's presentations on web site? Marketing committee is an appropriate group to filter through or send files to web page monitor for uploading. There is \$1000 in budget for web site development. Banner ads placed elsewhere might feed the need to find a way of driving

people to web site.. Web site is in the best shape that it has ever been in and is serving to do a lot of marketing of organization. Does CP also need to be promoted? It is a much better product than it was 15 years ago. The conference should be used as a hook. Blogs, online magazine, print magazines should be investigated along with figuring out who are we marketing. Who would become a member ; who would show up at a conference? Could 1st time attendees be e-mailed after conference to find out how they found out about NACIS and decided to attend meeting? Students need to be recruited. Mass e-mails to the membership have been effective.

We need to do outreach to retain members who are not at conference but have been here previously, and also need to make follow-up contact with first time attendees.

It might be useful to look at the membership list and attendance lists of last couple conferences to see who is coming to meetings and who isn't, to find categories of membership types. The conventional wisdom is that 1/3 of 1st time attendees are local but it doesn't hold true for this year. Jenny and Lou will work on this; Susan will lurk.

Should we be encouraging people from the media to attend? This was brought up but not specifically discussed.

How far should NACIS reach? Do we want to become something more/different or be what we are plus a few more members? If NACIS gets much bigger, the conference will be too big for facilities that we currently fit into. Portland, Ore., pushed facility size (235 attended). The maximum number of people most hotels could accommodate is around 300 people. The conference size may need to be adjusted if a marketing push is made.

Other comments/ideas about publicity:

- Need to find people who should know about NACIS but don't yet.
- Need to keep advertising to keep conference attendance at same size. Seems to be a shift in conference attendance from academics to commercial.
- Incentive for existing members to bring someone to the meeting. Reinforce environment of word-of-mouth; social and close knit society. People are accessible at NACIS meetings.
- Selling learning and networking environment – not a product. No reason to overlook ESRI and the huge number of people that ESRI publications reach. Need to come up with list of potential publications to run ads in.

Logo competition – Mike Hermann and Lou Cross

Mike and Lou are on the agenda for the business meeting. All of the people who sent designs in will be thanked as a group; they also will receive individual letters. Tattoos will be distributed at the end of the Thursday morning business meeting. The cake for Friday evening has a big logo on it. Lou will confirm how cake will be cut.

NACIS 2006 Madison – Lou Cross, Glen Pawelski, Tonia Buckingham

The hotel contract, with Best Western Inn on the Park, has been signed and includes comparable meeting room nights to this year. Next year's room rate will be \$89/night. The hotel has been very accommodating. Lou sees no red flags about the hotel. Madison is a "gravity well for cartography." Mark Harrower is setting up the lab space. Transportation to the labs has not yet been taken care of but it is reasonable to walk from hotel to labs. Local arrangements has feelers out about marketing; the State cartographer's office willing to do announcements. Mark is handling the university end of things. The committee has ideas for field trip and night out. The committee needs to know about PCD for next year by the end of this conference. The working plan is that PCD will be held; it is on the schedule with the hotel. It may be a hard weekend to find rooms elsewhere because NACIS will be competing with World Dairy Expo. A small "Come to Madison" presentation is being prepared for the Friday night banquet.

NACIS 2007 – Trudy Suchan

A 2007 location has not yet been determined. Alexandria is a very probable location; the room rates will probably be double Madison. Tourist trade has really picked up for DC. Room rates need to be balanced against air fares. Trudy needs to have candid private conversations regarding price points with anyone who might have budgetary constraints. Greensboro might be a future possibility. Looking at the map of previous NACIS meeting sites in the 2005 program, there is an empty space around Lawrence, KS.

The local arrangements person needs to know what a town is like. Having a local local arrangements person helps the because conference is fairly informal. If someone needs to be flown into a meeting site to take care of local arrangements, NACIS might be able to pick up cost of a plane ticket. The planning documents should take organizers a long way. Perhaps in the future, someone becomes the somewhat-regional local arrangements person. Spring board meeting could meet in town to build the back of the program book.

A list of places to investigate: Washington, DC (Alexandria, Crystal City); Savannah; southern California; Houston; Greensboro; New York State (Syracuse); Seattle

Trudy had been approached about NACIS having a joint conference with the Canadian Cartographic Association. This would be a viable pairing but NACIS can not change its dates. Last time we met with them we met on their timeframe in Ottawa.

Cartographic Perspectives – Scott Freundsuh; Publications Committee: John Krygier (chair), Lou Cross, Jenny Marie Johnson, Scott, Trudy Suchan
Scott sent out a report prior to the meeting. All 3 issues for 2006 are well underway. Ren Vasiliev steps down as book review editor; Mark Deniel steps in. Transition to John is beginning to happen.

CP is now indexed by Elsevier. Web of Science has lost copies of journals that were sent – copies will be sent again. Nevertheless, Web of Science sounds positive.

Scott thinks that CP needs to go to distribution via full text online, and he has a license agreement in hand with EBSCO. If CP goes in EBSCO some subscriptions might be lost but NACIS would receive royalties, potentially as much as \$100 the first year. EBSCO tries to push continuation of print and does not provide access to back issues. Also there is no archiving with EBSCO titles. 85% college/university libraries purchase EBSCO and the database has huge use in other countries. It includes keyword and topical search. NACIS would send PDF files. CP needs to hold copyright on everything in its covers. Right now, CP has copyright on everything except the cover graphic but the copyright status of text and especially images needs to be completely sorted out. The contract with EBSCO would be for three years. Anyone who publishes in CP should be given as much exposure as possible. Providing access through EBSCO does not restrict NACIS from also placing CP with another service.

Questions to follow up on:

- Is going with EBSCO going to restrict access to CP articles to only academics?
- Submit to Google Scholar?
- Non-profit organization to do back issues? Not certain if just PDFs or OCR.
- Putting PDFs on NACIS website? Not putting up current year's volumes but put up 2 previous years. Next time site was indexed articles would be indexed. Have PDFs back to 2002.

Dennis moved that CP be submitted to EBSCO for full-text online publication with the contract to be reviewed in 3 years; this was seconded by Mike. The motion passed unanimously.

An index was published in an issue of volume 22 that could perhaps be put up on the web site. Interest was expressed in getting legacy material available online.

The Publications Committee needs to update instructions to authors and document that covers role of participants in CP

NACIS.org – Committee: Erik Steiner (chair), Joanna Menscher, Lou Cross, Andrew Wunderlich

The responsibility for managing web page information is being diffused by using page stewards: membership – Susan Peschel; Cartographic Perspectives – John Krygier; contests – Charlie Frey; Mark Harrower – cartography contact lists – Mark Harrower; registration – Lou; community page (partly Mark) but also including list of who's on the board – Margaret Pearce (new duty of the secretary); links to other blogs/organizations is a side bar on communities – Erik will ask Martin Gamache; annual meeting – local arrangements and program chair; front page needs a little work – marketing/promotions will take a look and send updates to Erik. Map contest needs to be up to date. webmaster@nacis.org goes to Erik and Lou; it should be changed to nacis@nacis.org. Erik/Lou will forward information and suggestions for changes to stewards. The bottom of the page will be redesigned.

Conference "papers" on nacis.org – Putting the program up as PDF gets the abstracts up. Perhaps there is no need to put papers up. PowerPoint presentations could be linked from PDFs but the size of the PowerPoint presentations might be a problem. Technical issues need to be solved before announcing. There was some concern that if an author who puts a PowerPoint presentation up might then consider the paper to be “out there” and won’t submit for CP.

Hosting – Tom Patterson’s Natural Earth dataset was pointed to as hosting a NACIS-related but not completely NACIS activity that will act as a potential draw to the organization.

The page for PCD portion of conference needs to be developed.

The membership database is coming along and will be discussed on Friday. It is important that the membership database not be publicly available.

Other concerns about the membership database – members-only area of web pages, security and privacy.

A search mechanism needs to be developed to enable access to spin-offs from major pages but this should wait until the site has more content to search.

The meeting adjourned at 5:30pm

NACIS Board Meeting II
Salt Lake City
Friday, October 14, 2005 4-6 pm

Present: Dennis McClendon (president), Scott Freunds Schuh, Mary Beth Cunha, Renee Louis (student member), Max Baber, Fritz Kessler, Joanna Seeber Mensher, Michael Hermann, Martin Gamache, Erin Aigner, Trudy Suchan (past president), Jenny Marie Johnson (vice president), Margaret Pearce (secretary), Susan Peschel (treasurer), Lou Cross (executive director)

Missoula people: Carla, Jennifer, Tom from Adventure Cycling. Plugging Missoula as a future NACIS location for 2008.

New board members are welcomed and introductions are made: Dennis McClendon (president), Mary Beth Cunha (board member), Renee Louis (student member), Max Baber (board member), Martin Gamache (board member)

CP Report | Scott Freunds Schuh

Scott provides a document of *CP* activity during 2004-2005. *CP* editorship is in transition from Scott to John Krygier so we should expect changes in format, content, and involvement of editorial board. “Map Library Bulletin Board” to become “Cartographic Collections,” “Book Reviews” to become “Reviews,” and “Techniques” to become something interesting to be decided. Editorial board will be more involved in generating content. *CP* indexing continues with the Web of Science application still under review. Full-text indexing in Ebsco will begin under Scott’s leadership. The plethora of *CP* back issues remains unresolved. General agreement that we should take advantage of Milwaukee’s proximity to Madison meeting and hold a *CP* fire sale – one dollar apiece, regardless of date of publication. Selling complete bundles of *CP* #1-50 would not be possible but plenty of complete year runs would be available. If this is implemented, we need to remember to save some from Susan’s inventory to be disbanded and scanned for online indexing. Discussion about whether the Map-Off contest and entries should be published in *CP*, on the NACIS website, or written up in *CP* and the maps posted at the website. “Visual Fields” section might be a good place for the contest entries; Martin to be responsible for the write-ups? Format needs to be decided, for example, will *CP* publish black-and-white thumbnails, with full color displays at the website? At the board meeting in 2004, the same discussion was held, but no action came out of it. Scott reminds board that color content is generally affordable. New logo needs to be added to journal, not just for the anniversary issue.

Salt Lake City | Susan Peschel

100 early registrations, 4 comps, 7 late registrations, 22 non-members, 3 late non-members, final number registered for NACIS XXV totaled 164 for one of the most attended meetings. Reports are that the hotel services are running smoothly. People liked the breakfast business meeting; even though it took up six program slots, it seems to have been well worth it. Breakfast start worked because most people had prepaid with a credit card. Long (15 min.) breaks between sessions have been well received as have the long

lunches to accommodate traditional NACIS family values of good food + good conversation. Saturday workshops – has anyone missed them? This issue to be discussed at spring board meeting. Some government employees who usually attend the conference could not get funding this year because of the lack of identified “workshops” on the program. PCD might be a way to circumvent this problem next year, rather than return to workshops which complicate conference logistics. This year’s reinterpretation of NACIS Night Out as a range of optional activities rather than one cohesive event: people seem to have enjoyed themselves but missed the usual community feeling. Night Out at the Columbus meeting was popular, for example, because everyone got to meet at one event. A return to Night Out as one venue next year might be a good idea especially because a vendor or business might be willing to underwrite the event. The cost could be built into the overall conference costs. The most important goal is to create a big, communal space to be together: one destination, one room. Where/when/how in Madison to be worked out. Other details discussed about conference: noise seepage between rooms is both negative (too noisy between rooms) and positive (cue for session hoppers to hop). AV setup at this meeting has been inadequate because the microphones could not be removed from the mike stands (request a wireless mike?). In general, local arrangements need to be tightened up for 2006. The yellow cards placed outside of sessions with peel-off signs for session titles worked well. An improvement that could be made for next year is adding laser pointers to the standard session equipment stash in each room.

Elections

Need to revisit how ballots were done for 2005. Ballots were enclosed with the program mailing rather than mailed separately. Of ~400 members, typically 90-100 ballots are returned. This year, only 50 came back. Could alert members by email to expect their ballots in the mail. Trudy will take this on and investigate non-paper options for voting. Could people vote at the conference (is there enough time to count the ballots)? Current NACIS by-laws require the voting to occur at least 30 days prior to the annual meeting. Trudy will submit a report to the spring board meeting and make a recommendation. If an amendment is made to the by-laws, it will have to be soon to be in effect for NACIS XXVI.

Email communication with membership

Is NACIS sending too much email to its membership? How frequent should communication be? Lou says that the organization needs the ability to provide a published schedule of membership communication to align us better with other map societies; a regularly scheduled e-bulletin would make us a more reciprocal player with other organizations. At the moment, NACIS is an information obstructor: we need a mechanism for relaying information. Should there be a quarterly scheduled newsletter posted as a PDF to the website? If so, who will do this work? Newsletter cannot be sent as an email attachment because the current email system does not like attachments. Appropriate use of membership email list is a related issue. NACIS policy is not to sell or share the email list with vendors but we have been asked to share it with another map society. Susan reminds the board that we have the option of sharing personal information built into the membership form. Mike points out that we should maintain our policy of not sharing the membership data but perhaps create a webpage specifically for sharing

personal contact information that members could choose to join. General agreement that we want to share information with other map societies but membership information is not part of that sharing. Keep the NACIS email about NACIS only: no addendums, no crises, only NACIS content. Mike will be e-editor of the newsletter and start working on this for spring board meeting. Jenny will assist as a representative from publications committee. Final verdict of this discussion is that NACIS does not share mailing list with anybody.

Relationship with CartoTalk

Nick Springer is interested in relationship with NACIS and a NACIS takeover of the discussion board. Is NACIS interested? No, we are still in the midst of developing our website. Mike arranged to start advertising on CartoTalk with a NACIS banner.

Website stewardship

Erik Steiner is no longer a board member but he is still the active website steward. Page steward assignments need to go through Erik.

2007 conference location and dates

The conference site needs to be chosen soon for hotel bids to be requested and arrangements put in place. Lou asks that the planning document be made available to anyone investigating a potential site. Need volunteers to check out possible new locations. Mike will assist Paige with State College inquiries. Trudy will follow through with Washington, DC. East coast would be nice for 2007 but West coast sites have been getting good attendance. The final decision will be based on the realistic nature of the costs. Need to send planning document to Missoula folks for 2008. (Arrangements will be to fly into Spokane and then get shuttle.) After Madison, either coast will be fine. As much as possible, we need to make sure that conference dates don't collide with other meetings and holidays (this year there was overlap with the Geographic Names conference and Yom Kippur) as well as the government employee travel date restrictions depending on their agency. Lou requests that we look beyond the 2-year cycle and have the next few years lined up so that people can plan better and to give us some negotiating power. Other sites being investigated are Seattle (Martin) and Southern California (Pasadena, Northridge, or Anaheim) (Dennis), and Kona, Hawai'i (Renee).

Next meeting is Sunday March 12, Chicago, after the AAG Annual Meeting.