

NACIS 2013 October Meeting Minutes

Friday, October 11th | 12 pm EST
Greenville, SC

Summary of Tasks identified from the Friday Board Meeting

Synthesis of activities and tasks identified during the meeting for follow-up consideration and/or completion

General

- **Action Item:** members to post contact info at <https://sites.google.com/site/naciscontinuity/home>
- **Action Item:** Chairs to report to NVK about goals/direction soon after meeting
- **Action Item:** Eliana & Chairs to change those responsible on each page's portal

Awards Committee

- **Action Item:** Call for CB nominations to be added to the calendar.
- **Action Item:** Awards committee to determine if the funding amount needs to be raised.

Communications & Outreach Committee

- **Action Item:** Tanya to pursue a new ED-Operations Director person.

Continuity Committee

- **Action Item:** Eliana to update access to portal for new users

Finance Committee

- **Action Item:** Nathaniel, Tanya and Susan to increase dues.

Membership Benefits Committee

- **Action Item:** Membership survey results to be pursued by Spring board meeting.

Nominations Committee

- **Action Item:** Operations manager "replacement" position to be pursued by Executive. Suggestions by board members welcome.

Web Integration Committee

- **Action Item:** Lou to talk to Peter Lakanen.
- **Action Item:** Sit down next month and lay out options for member management.
- **Action Item:** Call for participation should be released before AAG (April 8th).
- **Action Item:** Committee to contact Geographics references and sign contract.
- **Action Item:** Remainder of respondents need to be informed of awarding of contract.

Atlas of Design Committee

- **Action Item:** AoD committee to work with communications person and outreach committee for RFP & etc.
- **Action Item:** AoD editorial committee will consult with Alex and Neil to plan for sales and fulfillment of orders.
- **Action Item:** AoD committee to propose low and high prices for Volume II.

Local Arrangements/NACIS 2014

- **Action Item:** by Spring Board Meeting, Susan will talk to Michelle about Pittsburgh.
- **Action Item:** Buy three projectors because these are old; and one pelican case. Will be coming to Madison. Mac adaptors in the case.
- **Action Item:** Alex to reach out to Mark Monmonier.
- **Action Item:** Martha to check Matt Dooley's interest.
- **Action Item:** Call for participation should be released before AAG (April 8th).

Cartographic Perspectives

- **Action Item:** Nathaniel would like more information about the proposal to return copyright to authors.
- **Action Item:** Nathaniel to write President's note for CP.

CartoTalk

- Hans would like a North America-based moderator

Board Composition

Executive Leadership

Lou Cross | Executive Director-Annual Meeting Operators (will step down 10/2014)

Tanya Buckingham | Executive Director-Annual Meeting Operators (term expires 1/2016)

Susan Peschel | Business Operations (untermmed)

Officers

Neil Allen | Past President (term expires 10/2014)

Nathaniel Kelso | President (term expires 10/2014)

Alex Tait | Vice President & Program Chair Pittsburgh (term expires 10/2014)

Amy Griffin | VP-Elect (term expires 10/2014)

Jenny Marie Johnson | Treasurer (term expires 10/2014)

Eliana Macdonald | Secretary (term expires 10/2015)

Board of Directors (returning)

Martha Bostwick (term expires 10/2014)

Leo Dillon (term expires 10/2014) (*regrets not being present due to federal shutdown*)

Alethea Steingisser (term expires 10/2014)

Board of Directors (newly elected)

Elaine Guidero | Student Board Member (term expires 10/2014) (*regrets*)

Mamata Akella (term expires 10/2015)

Maggie Smith (term expires 10/2015)

Daniel Huffman (term expires 10/2015)

Ex-officio Members

Patrick Kennelly | Editor of Cartographic Perspectives

Hans van der Maarel | Editor of CartoTalk

Meeting opened at 12:25 EST

- Minutes Recorded by Eliana
- All above members present, except those who expressed regrets.
- [Agenda](#)

1. Welcome | *Nathaniel*

- new board members and new officers/positions (meet in person 2 times per year, Skype calls, scheduling via doodle)
- inspired by reinvigoration of NACIS; focused on website rebuild; supporting next conference

2. Continuity Portal | *Eliana*

- orientation to the Portal for new members
- **Action Item:** new members to post contact info at <https://sites.google.com/site/naciscontinuity/home>
- **Action Item:** Eliana to update access for new users

3. Executive Director Transition | *Lou, Tanya, & Susan*

- Lou will be transitioning away from ED position
 - Already created 2nd ED and communications director position for redundancy/robustness/continuity
 - financial compensation to FSU for 2013 not recommended (but was budgeted) - TBD
 - “cruise director” Lou - board’s outreach to the organization, specific initiatives to be planned; every board member should be an ambassador (especially to students)
 - transition plan; big list of tasks
 - Business manager; operations director; executive director (rolls in the communications position)
 - Michelle Eggert for the conference - lots of suggestions for the Pittsburgh contract; negotiates with the hotel for her fee (no cost to us). She would provide some continuity for the conference portion. Contract is per event.
 - Nathaniel thanks Lou for his service to NACIS
 - LOUlapalooza celebration at Pittsburgh!
- **Action Item:** by Spring Board Meeting, Susan will talk to Michelle about Pittsburgh.
- **Motion:** Amy motions to engage Michelle’s services for site selection for 2015. Daniel seconds the motion. Unanimously passed.
- **Action Item:** Operations manager “replacement” position to be pursued by Executive. Suggestions by board members welcome.

4. Committee Reports and Assignments | *Committee Chairs*

- **Continuity Committee** Secretarial duty (Eliana) now for meeting minutes, etc. Maggie interested,

will perform general once over and tighten documentation. Nathaniel to help, too.

- Tanya worked closely with Eric to set up at time when board had no planning docs
- **Communications & Outreach Committee** merged- Tanya, Mamata, Maggie and Alethea.
 - ICC 2017 will be held in Washington, D.C.
 - Social media will fall under Op Dir. Need to get someone in that role.
 - Outreach to other geospatial groups, [Initiative for Cartographic Education](#) (ICE). Approach and schedule. Kevin McManigal wants to be involved in ICE (maybe take leadership?).
 - Promotional materials around travel budget need to be created. Timing of 2014 announcement needs better coordination.
 - **Action Item:** Tanya to pursue a new ED-Operations Director person.
- **Finance** - Jenny (term limit up in 2016). Committee of one.
 - Finances are healthy. Dues increase Jan 1, 2014.
 - **Action Item:** Nathaniel, Tanya and Susan to increase dues.
- **Atlas of Design** - Daniel & Sam (editors), Alex as ad hoc business advisor, Neil also business advisor. Maggie interested, particularly in layout & design.
 - Volume II scheduled to be available at 2014 Pittsburgh meeting.
 - Call for Submissions open in January 2014.
 - Translation team for Request for Submissions lined up; more people always welcome.
 - 100 left from 2nd printing of 1st volume.
 - Planning initial print run of 1000 for the 2nd volume.
 - Lou/Jenny: cost of book to non-members should be more - value is high. Offer discounts to students. Pricing discussion tabled. Nathaniel wants low and high price proposals.
 - Daniel requests \$20k for printing costs, website, copy editing, upgrading materials, etc.
 - Committee needs business person (phone calls, sales and fulfillment, etc). Alex and Neil's services are volunteered.
 - **Action Item:** AoD committee to work with communications person and outreach committee for Call for Submissions & etc.
 - **Action Item:** AoD editorial committee will consult with Alex and Neil to plan for sales and fulfillment of orders.
 - **Action Item:** AoD committee to propose low and high prices for Volume II.
- **Web Integration** - Eliana, Alethea and Nathaniel. Nathaniel asked Daniel to join. Maggie also interested.
 - Need to allocate \$ for Peter for transition away from him. Currently \$1000 support in the budget. Lou will call Peter to discuss aiding us with the transition through 2014.
 - Accelerating back end; selected someone else (Geographics) for front end. Haven't sent an RFP for back end; interested in off-the-shelf.
 - FREAC will support NACIS website and hosting of Natural Earth data downloads.
 - Next conference need support for membership management. Hope: Pittsburgh registration on new system.
 - **Action Item:** Lou to talk to Peter Lakanen.
 - **Action Item:** Sit down next month and lay out options for member management.
 - **Action Item:** Call for participation should be released before AAG (April 8th).
 - **Action Item:** Committee to contact Geographics references and sign contract.
- **Membership Benefits** - Mamata, Jen still involved.
 - **Action Item:** Membership survey results to be pursued by Spring board meeting.
- **Nominations** - Neil, Amy. Leo? Elaine? Tabled discussion until next call.
- **Awards** (CB was subcommittee) - Martha, Leo and Amy (and Tim?) and Elaine (?).
 - Recruit for new CB involvement from broad membership (Steven Holloway?) to ensure it's

- o awarded from NACIS (not the board).
- o Add checkbox for supporting others to registration form. This was planning for 2013 conference but was not realized. Increase amount for awards? Is it covering as much as it used to?
- o Is map gallery under the awards committee?
- o Adam Wilbert (CartoGaia) is interested in taking map gallery over. Insert redundancy with the map gallery. Martha to do map gallery, possibly with Adam in training if his credentials check out. Tanya's students must contribute to the poster session, and can be asked for help with set up and teardown.
- o **Action Item:** Call for CB nominations to be added to the calendar.
- o **Action Item:** Awards committee to determine if the funding amount needs to be raised.
- **Cartographic Perspectives** – Pat.
 - o Three things: CartoTalk integration, ePubs, Document Object Identifiers (DOI) numbers on issues (track changes).
 - o **Proposal:** Return copyright to authors (coordinate with Rob), requests \$500 to support student to help with that and adding Keywords, Who's contributed to CP database. Add ability to subscribe to notifications when CP content was getting put up to OJS.
 - Nathaniel indicated skepticism about the ROI for returning copyright.
 - o ePub format for Kindle, iPad, etc. (ie formatted for that device). Nathaniel more concerned about continued staff time than initial setup cost. New version of CS InDesign for reformatting.
 - o **Action Item:** Nathaniel would like more information about the proposal to return copyright to authors.
 - o **Action Item:** Nathaniel to write President's note for CP.
- **Cartotalk** – Hans.
 - o Continued problem with an advertiser. Bottom line: We don't need his money that badly.
 - o No spammers. Site running well.
 - o Would like to add one more moderator from North America– right now just Hans and Hugo mostly, and in wrong time zone.

* find people from membership to participate on committees.

* Leo and Elaine?

- **Action Item:** Chairs to report to NVK about goals/direction soon after meeting
- **Action Item:** Eliana & Chairs to change those responsible on each page's portal

6. Pittsburgh 2014 | Alex, Amy, Tanya, & Susan

Alex and Amy are program planning

- Caitlin Scopel is from Pittsburgh, will organize NACIS Night Out.
- Andy Woodruff and Rosemary Wardley will organize PCD in 2015.
- Cartographic and Geographic Data Collection Day (was Practical Map Librarian Day) was full day event this year; more \$; attending numbers down from ~25 to ~15. Additional cost a factor, also attendees want to tour facility. Larger discussion that needs to happen. CGDCD to talk to Jamie Stolenburg.
- Alex and Martha to coordinate times about paper proposal, paper acceptance, PCD and awards deadlines.
- Poster Gallery coordinated by Martha. Mamata also willing to help should Martha require it.
- Student web map competition by Matt Dooley again. Martha will double check his interest.

- Susan and Michelle on Pittsburgh side.
- Need the registration form early – Peter has hamstrung in the past. The earlier the Alex and Amy can get it out, the earlier members can register.
- **Action Item:** Buy three projectors because these are old; and one pelican case. Will be coming to Madison. Mac adaptors in the case.
- **Action Item:** Alex to reach out to Mark Monmonier.
- **Action Item:** Martha to check Matt Douley's interest.

7. Votes needed – tabled. Agenda item for next Skype meeting

- Do 2-year degree seeking students qualify for travel grants?
- Should meeting registration for students be dependent on membership?
 - Should student registration be raised to \$100 and include membership?

8. NACIS 2015

- Minneapolis? University of Minneapolis happy to help; excited about it. Minneapolis GIS LIS regional organization excited. USpatial. Derek Tonn happy to help. Bordrat map library excited. Easily walk to restaurants. Finding the right Hotel will be key.
- 2016 out west? Denver, Fort Collins?
 - Mamata: Denver better.

9. Other business

Approval of past minutes – tabled to email vote.

- [Spring Board Meeting, 2013](#)
- [June Skype Call, 2013](#)
- [September Skype Call, 2013](#)
- Tuesday, October 8th Board meeting (at NACIS 2013 – to be obtained from Tanya/Rob)

Adjourned at 2:41 pm EST

Minutes approved December 11th 2013.