Summary of Tasks identified from the Meeting
Synthesis of activities and tasks identified during the meeting for follow-up consideration and/or completion.

Spring Board Meeting General:
- revisit the idea of incorporating PCD into the main conference. This has come up numerous times in the past few years. Discuss at Spring Board Meeting.
- determine how much of a discount we can offer to students and still cover our costs.
- Discuss transparency of actual conference costs, so people are aware of the actual expenses and what their fees are paying for.
- Further discussion of conference affordability
- Finalize deadlines for various conference events (grants, gallery, student competitions, etc.)
- Discuss conference sponsorship.
- Teamwork demo

Votes and Motions Passed:
 -We approved minutes for three past meetings: August Skype call, Minneapolis Tuesday meeting, and the Minneapolis Friday meeting.

-We voted for Robin to go ahead and work on integrating her GitHub cartographic resources page with the NACIS page. She and Brooke will form a committee to work on implementing it, and setting up standards/guidelines for continuity.

-We extended Tanya's Term as Executive Director-Annual Meeting Operations for one year.

Board Composition:
Executive Office (non-voting)
Tanya Buckingham | Executive Director-Annual Meeting Operations (term expires 1/2017) *(regrets)*
Susan Peschel | Business Operations (un-termed)
Daniel Huffman | Executive Director-Operations (term expires 1/2019)

Executive Board (voting)
Alex Tait | Past President (term expires 10/2016)
Amy Griffin | President (term expires 10/2016)
Anthony Robinson | Vice President & Program Chair Colorado Springs (term expires 10/2016)
Fritz Kessler | VP-Elect (term expires 10/2016)
Jenny Marie Johnson | Treasurer (term expires 10/2016)
Martha Bostwick | Secretary (term expires 10/2017)

Board of Directors (voting)
Nat Case (term expires 10/2016)
Kristen Grady (term expires 10/2016)
Alethea Steingisser (term expires 10/2016)
Andy Woodruff (term expires 10/2017)
Brooke Harding (term expires 10/2017)
Matt Dooley (term expires 10/2017)

Robin Tolochko | Student Board Member (term expires 10/2016)

Ex-officio Members (non-voting)
Patrick Kennelly | Editor of Cartographic Perspectives (term expires 2016)
Hans van der Maarel | Editor of CartoTalk (term expires ??)

Welcome | *Amy*
-brief welcome and a thank you for attending.

Minutes | *Amy & Martha*
-Amy asked if everyone had reviewed the minutes from the past three meetings (August Skype call, Minneapolis Tuesday Evening, and Minneapolis Friday Noon).
-asked for anyone to speak up if they had amendments. Nat raised a question about Friday's content, and Martha verified that the notes were included.
-Anthony made a motion motion to approve the minutes from the August Skype call. Nat seconded the motion. All voted Aye. Motion passed.
-Anthony made a motion motion to approve the minutes from the Minneapolis Tuesday meeting. Robin seconded the motion. All voted Aye. Motion passed.
-Anthony made a motion motion to approve the minutes from the Minneapolis Friday meeting. Alethea seconded the motion. All voted Aye. Motion passed.

Robin Tolochko GitHub resource suggestion | *Robin*
-Daniel put link on chat to a cartographic resource page she has been curating for the past couple of years. It's public, and has been shared around to colleagues, students, etc. She thought it might fit as a NACIS resource. She will still curate the page. It will live on GitHub.
-Nat: Alex had been working on something, would it be useful to include?
-Alex: would be happy to share his list with Robin, to integrate with her page.
-should be pretty straightforward to add her to NACIS GitHub page, and she can add her resource content.
-Amy: wants content to be approved before it's added. We only want to support and list quality resources.
-Nat: maybe have a rule on how to deal with proprietary stuff, so it doesn't become an ad for a software
-Amy: that would be the role of the curator.
-Robin: we could/should create contributor guidelines
-Amy: would help to waste less of her time if there were guidelines
-Brooke offered to help on curating.
-Alex: we should vote it in as an official NACIS endeavor.
-Amy: let's do a committee so that Robin and Brooke have a plan for when they want to step down in the future
-Amy: would like to see it linked to the NACIS GitHub page, as well as the main NACIS website, and to CartoTalk.
-Amy made a motion to incorporate Robin's GitHub page with the official NACIS page. Robin will take the lead, she will find people to help her, and will think of continuity in the long term.
Anthony seconded the motion. Votes: all Aye.
-Awesome, Robin can move forward and get in touch with Sam.

NACIS 2015 feedback | Anthony/Fritz/Amy
Survey feedback links:
- GDCD (Amy)
    - https://docs.google.com/spreadsheets/d/1-1AoZtG64Zik45zmrdobqzl5pX6nMycNEZaRp4Hs7m4/edit#gid=155681240
- PCD (Amy)
    - https://drive.google.com/file/d/0B0aZshZfTmd0X1UwdHBDQThtX28/view?usp=sharing
- Main Conference (Anthony & Fritz)

- Link: https://pennstate.qualtrics.com/CP/Report.php?RP=RP_56dqyTawHqG9YQ5
- Password: nacis2015
- Workshops (Amy) -- from Aileen's workshop
  - https://drive.google.com/file/d/0B0aZshZfTmd0N21DM0tudGt5X3c/view?usp=sharing

Recaps:

GDCD (Amy): good attendance this year, more so than in the past. Overall feedback was positive. about 50% of attendees responded to survey. Abe is still interested in leading the effort.

PCD (Amy): overall satisfaction

-organizers have a list of things they could improve for future years.

-we're going to pay for a wired connection next year so we don't have the connectivity issues any more

-suggestion for a Saturday workshop to follow the themes of PCD

-better advertisement of PCD was requested.

-we'd talked about the idea of rolling PCD into main conference. It came up again. Let's discuss at the Spring Board Meeting.

-requests for a slight discount for students

-Anthony: would a $20 discount still allow us to break even on the students?

-Amy: let's research for the SBM to see what type of discount would still be feasible. Anthony, Susan, Alex, and Amy can research this.

Main Conference Feedback (Anthony):

-about 180 responses, good amount of feedback

-vast majority are satisfied with meeting

-start times are good, least positive about length of banquet and Q&A time for presenters, ton of qualitative feedback -overall seems we're doing a good job

-people like having both programs, they like sched for the digital program

-most popular presentations are for cartographic practice, lowest rated were expert panels and group discussions

-cost of attendance is worth it for most people. People want lots of amenities, but don't want to pay for it. We maybe need to be a little more transparent so audience knows the costs of the things they want. Need to discuss this at SBM.

-lots more feedback in survey, read it to find out!

-We had discussion on Kirk as a speaker. There was one survey respondent who was very against it. Is there an ethical reason not to have him? Let Anthony know asap. If not, leave as is.

-let's discuss affordability concerns for the conference at the SBM

Workshops (Amy): We didn't ask for feedback, but Aileen collected it as standard per Esri workshops. Aileen provided feedback on her workshop, it worked. Develop the same for others? Support for asking workshop leaders to send feedback.

-Skype chat indicated that we are overall in favour of having workshop feedback, and would ultimately like to have 1 survey that would be standard for all workshops.

NACIS 2016 Planning |*Anthony*

- Draft CFP Available for Review: https://psu.box.com/s/8i358ncxphhnpubklvw5kewxkke8w00l

-working on finalizing NACIS Night Out, will work with Susan on budget, size of venue, etc.

-the hotel is no longer a Hilton. Still should be good to go.

-PCD runners are Carolyn and Vanessa and Abe for GCDC.

-draft CfP is there, take a look at it and give him feedback.

-Nat: there was feedback that PCD wasn't visually distinct from rest of meeting.

-Alethea: we need to get the dates worked out for deadlines, etc.

-Amy: anybody that has input give it to Anthony ASAP. We can review at SBM for finalization. We can't finalize it until we discuss whether or not to roll PCD into main conference.
-Matt Dooley had suggested maybe recruiting guest curators for a Map Gallery, since it's so much work.
-Matt: was thinking it might freshen it to have different themes, and guest curators with a team to help
-Amy: we need to maybe think about doing it like PCD, with the rolling runners.
-Alethea: how should we update the Map Gallery page on website.
-Amy thinks it's okay to leave for now, update with dates when they are decided.

Discussion about Conference Sponsorship | *Amy*
        a. Rates
        b. Opportunities
        c. put together a rate sheet and post to website
-deferred to SBM due to lack of time.

Extension of Tanya's Appointment as Executive Director | *Amy*
-her appointment runs out at end of year.
-the executive has been discussing all year how things have changed since Lou left, and seeing how things work with Susan, Tanya and Daniel in the executive office, making sure things don't fall through cracks, etc.
-we would like to extend her position for 1 year, and see how things work with the new Teamwork System
-Alethea made a motion to extend Tanya's term for 1 year, instead of the usual 3 years. Nat seconded this motion. All voted Aye. Motion passed.

Introducing Teamwork, the new NACIS project management system | *Amy/Tanya/Daniel*
-Amy: we looked for a project management system
-focused on getting annual meeting tasks into the system, will eventually add other NACIS tasks
-to keep an eye on things, and make sure that nothing falls through cracks.
-Daniel: we have projects, with Tasks associated to them. Teamwork reminds you to do tasks, and allows for dependencies (so that it won't let you finish one task if there are other things that need to be done first)
-will help with responsibility creep - people accumulate new responsibilities that didn't used to be part of their role.
-still getting everything set up. Almost done with basics. Will be ready for initial review by SBM.
-will be demo'd at the SBM.
-will help with efficiency, make it easier to recruit for the executive track, make continuity easier

Student conversion to regular member project | *Amy*
-one of her projects for the year is how to keep students as members
-who is interested in helping her work on the project.
-we need to figure out who is staying with us, and why some students don't stay as members.
-Matt, Andy, and Susan expressed interest in helping. Daniel can help with the data collection.

Other News:
-new hotel for Spring Board Meeting this year. Details to come soon.
-JMJ needs budget requests.
-Will meet next at Spring Board Meeting in early February.
-Meeting adjourned at 4pm Eastern.