

NACIS September 19, 2018 Skype Meeting Minutes, 3pm Eastern

Minutes Recorded by Martha Bostwick, Secretary

Summary of Tasks identified from the Meeting

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

General:

- Tom and website committee to attempt to have a new RfP ready for review before Norfolk.
- Martha/Fritz to send out a Doodle for Spring Board Meeting dates.

Nominations:

- New board members to have information to Martha prior to Norfolk. Request sent by Daniel.

Motions Approved:

-None at this meeting, as we did not meet quorum.

-We passed an online vote on September 17 to increase the budget of the Atlas of Design Volume 4, to allow for additional copies to be printed. We approved \$45,310.

Board Composition:**Executive Office (non-voting)**

Tom Patterson | Executive Director (term expires 1/2023)
Susan Peschel | Business Manager (un-termed)
Daniel Huffman | Director of Operations (term expires 1/2019)

Executive Board (voting)

Anthony Robinson | Past President (term expires 10/2018) *(regrets)*
Fritz Kessler | President (term expires 10/2018)
Ginny Mason | Vice President & Program Chair Norfolk (term expires 10/2018)
Leo Dillon | VP-Elect (term expires 10/2018)
Mary Beth Cunha | Treasurer (term expires 10/2018)
Martha Bostwick | Secretary (term expires 10/2019)

Board of Directors (voting)

Rosemary Wardley (term expires 10/2018) *(intermittent due to connection issues)*
Nick Martinelli (term expires 10/2018)
Donna Genzmer (term expires 10/2018)
Brooke Harding (term expires 10/2019) *(regrets)*
Amy Lee Walton (term expires 10/2019) *(regrets)*
Hans van der Maarel (term expires 10/2019)

Kassandra Rodriguez | Student Board Member (term expires 10/2018) *(regrets)*

Ex-officio Members (non-voting)

Amy Griffin | Editor of Cartographic Perspectives (term expires 12/2019) *(regrets)*
Hans van der Maarel | Editor of CartoTalk (term expires 12/2018)

Quorum is $\frac{2}{3}$ of voting members in attendance (9 people required, 8 in attendance, we don't meet quorum).

Welcome | *Fritz*

Fritz welcomed everyone to the meeting and thanked us for taking the time to be there.

Minutes | *Martha*

- Final review of modified Spring Board meeting minutes, [SBM Minutes](#)
- Please review the minutes from the July Skype meeting, [July Minutes](#)

-We have to defer voting as there are not enough people in attendance yet to meet quorum.

Norfolk Update | *Ginny*

Registrations

-We currently have 187 registrations, 127 PCD registrations, and 49 people we can expect shortly (speakers, board members, etc. that we are sure are coming).

-Ginny wonders if this is low? Daniel? What is it like from past history trends?

-Daniel thinks that our total will be 275-325, based on past registration history.

Workshop registrations

-We have 19 for Carto Camp, we will cap it at 20. We have 5 for the CARTO workshop, and 10 for Esri. So far, there is only 1 for Google API, so we may not keep it.

Field trip

-We only have 1 person registered right now (Amy Griffin), and we may need to cancel, since a minimum of 7 is required. Will discuss with Leo.

Hotel Logistics

-Nick and Ginny have met with the hotel. They have some concerns with room layout. They have configuration changes they want to make, which are not ideal. They want to have the rounds for lunch for PCD in the same room as the meeting. This needs further discussion with Susan. They also want to move the Map Gallery to the open foyer space. They will send photos and possible configurations by the end of the week. We are currently right in the middle of the discussion, so will update as resolved.

-Susan: what is the concern with the space in Hampton IV? PCD should fit just fine. Lunch would be preset in V. If they hold 200 people in theatre style, what is the concern?

-Nick: They are concerned about if we go over, there won't be room for the AV people.

-Tom: Aren't we only at 127 registrants for PCD? So we're well under the 200.

-Susan: When we start talks, we give them placeholder numbers, and they are stuck on that original 250 estimate, even though we've said we won't meet it.

-There shouldn't be too many people for the Keynote either.

-Ginny - they will circle back with the hotel and continue conversation offline.

Streaming and Recording Communications

-Susan was last person to negotiate when she recorded the contract.

-Ginny would like their contact information from Susan so that she can start the conversation about logistics and website setup.

Swag

-Is Nick is cool with this?

- He's been working in this, it's under control.
- Leo is handling any swag needed for PCD.
- Tom will donate 3 Equal Earth shirts for PCD.
- Adventure Cycling has contacted Susan and sent her calendars.

T-shirts

- Brooke is in Columbia. Ginny has been in communication with her about delivery of them. There is a local person who could accept early delivery and drive them to the conference.

Conference Tasks for Board Members

Ginny is working on restructuring the assignments for Directors-at-Large. Some aren't given enough direction on things to do, so she is looking at conference tasks that are repeatable and transferable, so that all directors have a task they can be responsible for. There is a lot of stuff on a few people right now. She will circulate for feedback and discussion before any decisions are made.

Tacoma 2019 Planning and Update | *Leo*

- Leo is working on his promo PowerPoint for the banquet, and it will be ready soon.
- He has a plan for a speaker. Freddie Wilkinson, and adventure writer, climber, and speaker.

Minneapolis Update | *Susan*

- The contract has been signed.
- Amy Griffin has contacted her by email to say she was approached by Eastview Geospatial, and they want to sponsor or organize a field trip. They may be approachable for recording sponsorship. They approached us last time we were there, but it was too late in the planning structure.
- This is worth Mamata looking into well ahead of time.
- It could be a really interesting field trip to see their location
- Amy also had a possibility for a banquet speaker, Kevin Kling, that she has thought of. He does local stuff.
- That's it for now, it is too far in future to do much yet.

NACIS Website Issues | *Tom*

- The evaluation committee is Tom, Nick, and Daniel. They are starting to look at various options we have to fix our problems. It was created in 2013 by a 2-person Czech firm for \$10,000, which is quite low considering the amount of work involved. It is WordPress site with various open source components added for functionality. The problem with the low-budget approach is that the website is not aging well, and its components are not updating.
- The committee has had a couple of phone conferences, and are investigating all possible solutions:
 1. Membership software
 2. Rebuild current site in a more robust fashion
 3. Combination of both
- Currently, they are leaning towards Option #2.
- They need to get the backend functional, and maintain the existing look and feel. We would like to streamline the site and remove seldom visited sections.
- Next steps: They will be drafting an RfP by Norfolk for NACIS board review. After consultation and discussion, they will then provide the final RfP to the board, and then see where it goes.

- Tom wants to get the RfP done for Norfolk, then have it reviewed and drafted by first of year. Get it completed by summer if possible.
- Susan - have to keep the conference registration cycle in mind for the work.
- Tom wants to tack on an annual maintenance fee for this new quote, so those hassles don't fall on our shoulders.
- Susan: is anything we have salvageable?
- According to the panel, yes, there are parts that are still okay, especially the front end. The back end would need to be recreated.
- Daniel: in addition to parts of the backend not working correctly, one goal of the new backend is to make it easier to use.
- Susan: The fixes found over the summer seem to have worked for the short term at least.

Nominations Committee Update | *Anthony*

- Our new Vice President Elect is Mamata Akella, the Treasurer is Mary Beth Cunha, the Directors-at-Large are Lauren Tierney, Rosemary Wardley, and John Nelson. The Student Member is Meghan Kelly.
- Fritz has sent emails to those individuals, and Daniel has a list of tasks for them to complete before the board meeting.
- There were 162 ballots cast, 26% of membership. It would be nice to get more members voting. Those are typical numbers for this type of thing, but too bad more people aren't involved in the process. If anyone has any ideas to increase voter participation, please let us know.
- How many ballots go out? Mary Beth hasn't received one?
- Daniel: it goes to our email list. If they have opted out of communications, we don't reach them. They also advertise on the website. There are also some issues with people who are on the board somehow get unsubscribed, and it's inconsistent.
- We're trying to figure that issue out and fix it.

CaGIS and NACIS | *Fritz*

- At the last CaGIS meeting they asked about a merger of the organizations, or more cooperation between the two groups. He brought it up at our Spring Board Meeting. He, Tom, and Leo have discussed the issue some. Two things they have arrived at: Let's try a greater cooperation with the CaGIS Map Design Competition. Tom has been on the judging panel for CaGIS for years. Maybe display CaGIS winners at the NACIS Map Gallery?
- Dan Cole has asked if NACIS will advertise their map design competition.
- CaGIS has also asked about a joint meeting in the future. AutoCarto is every even year, 2018 in Madison, Wisconsin. This topic may come up again in future.
- Any comments or questions talk to Fritz about this

Atlas of Design | *Daniel*

- The atlas is on the press starting tomorrow.
- ordered 2,000 copies as discussed in our email vote.
- *On September 14, Alethea Steingisser approached the board with a request to increase the Atlas of Design budget in order to print more copies. After some discussion, we proposed a motion and gave a few days to vote.
 - Martha: "I put forth a motion that the NACIS board raises the budget for the Atlas of Design, Volume 4, to \$45,310 as requested by the Atlas of Design committee."
 - Hans seconded the motion.

- We had enough Aye votes to pass the motion on September 17.
- We've already done significantly well with this.
- Where are we with the possibility of reprints? We have requests for roughly 420 of Volume 1, in the 300's for Volumes 2 and 3 each. We probably need 550-600 to break even. Once we hit that number we can come back to the board for approval. If we don't meet our numbers by end of the year, we should cut it off so we're not holding their cards for an extended time.
- Rosemary: We'll announce at conference that there is a time limit for the previous editions.
- Maybe we could make one of those little thermometers that show how close we are to our goal. That gets people excited.

Spring Board Meeting 2019

- We should think about dates (Feb 16th or 23rd?)
- Tom is gone for most of March.
- Susan is gone for a week in March
- Fritz will send a doodle for ideas, be sure to include the new board members in that.

Meeting adjourned at 4:47pm.

Chat Log from Skype:

[9/19/2018 3:53 PM] Fritz:

Well, I can't seem to figure out why no one can hear me.

[9/19/2018 3:54 PM] Mason, Ginny:

FK: button on bottom of screen?

[9/19/2018 3:55 PM] Fritz:

Yea, I see it and it tells me that my audio is un-muted.

[9/19/2018 3:55 PM] Mason, Ginny:

oy

[9/19/2018 3:55 PM] Fritz:

I am going to quit and try to download the app again.

[9/19/2018 3:58 PM] Susan Peschel:

Fritz, Do you see a microphone icon on the bottom of your screen??

[9/19/2018 3:58 PM] Fritz:

No luck. No one can hear me. I can't get the audio to work. Can someone else run the meeting?

[9/19/2018 3:58 PM] Fritz:

Yes, I see the icon and it is turned on.

[9/19/2018 3:59 PM] Mason, Ginny:

microphone settings?

[9/19/2018 3:59 PM] Fritz:

Microphone settings are all turned on, I checked that too.

[9/19/2018 4:00 PM] rosemary.daley:

i keep getting kicked off due to connectivity issues!!

[9/19/2018 4:01 PM] rosemary.daley:

i'm currently at a conference, so probably not the best wifi!!

[9/19/2018 4:04 PM] Daniel Huffman:

Presently 2 short of quorum.

[9/19/2018 4:09 PM] Daniel Huffman:

But: just a seven or eight years ago, hitting 300 would be a big thing. So, while we may be low, our new normal is still pretty good.

[9/19/2018 4:09 PM] Nick:
Keep getting kicked off if I use video, so on audio.

[9/19/2018 4:11 PM]
I can't hear Nick at all

[9/19/2018 4:12 PM] Nick:
ugh

[9/19/2018 4:13 PM]
That's awful

[9/19/2018 4:13 PM] Nick:
Yes!

[9/19/2018 4:18 PM]
Mute your mikes!

[9/19/2018 4:20 PM] Nick:
Woot, Equal Earth T-Shirts

[9/19/2018 4:23 PM]
GInny, did you have anything on the program?

[9/19/2018 4:24 PM] Mason, Ginny:
in addition to what I said?

[9/19/2018 4:24 PM]
print program

[9/19/2018 4:24 PM]
it was in the agenda

[9/19/2018 4:24 PM] Mason, Ginny:
right. goes to press next week. comments to me by friday thanks.
yup, I mentioned it. thanks.

[9/19/2018 4:25 PM] Daniel Huffman:
They are also the people we contract with for warehousing/shipping the Atlas of Design.

[9/19/2018 4:31 PM]
glad to see progress!

[9/19/2018 4:40 PM] Daniel Huffman:

We've had a long series of problems syncing MailChimp with our member list, too, with Zdenek doing a bunch of patches.

[9/19/2018 4:40 PM] Nick:

+1 for me too. I have access and can edit myself, but these gremlins are in the current website.

[9/19/2018 4:49 PM]

16th!

[9/19/2018 4:50 PM] Mason, Ginny:

I'd prefer not on holiday weekend.

[9/19/2018 4:50 PM] Hans:

March might be easier for me

[9/19/2018 4:50 PM] Daniel Huffman:

Earlier has one advantage: we approve the budget then, and the gap between the fiscal year and the budget approval is smaller the earlier we go.

[9/19/2018 4:52 PM] rosemary.daley:

gotta run yall! great hearing everyone :)

[9/19/2018 4:54 PM]

who was that speaker?

[9/19/2018 4:55 PM] Donna G Genzmer:

thanks everybody

[9/19/2018 4:55 PM] Mason, Ginny:

thanks all.

[9/19/2018 4:55 PM] Hans:

bye everybody!

[9/19/2018 4:55 PM] Nick:

Thanks All, Bye