

NACIS August 1, 2019 Meeting Minutes

Thursday August 1, 2019, 3pm Eastern

Zoom call

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:

- Purchase of new projectors based on Tom's recommendations.
- Travis White to proceed with his initiative of a NACIS store through Printful.
- The ad hoc Nominations Policies and Procedures Special Committee will further their work on creating guidelines for the Nominations Committee and board, and making the procedures more transparent to the general membership.

Publications:

- Get the editorial board up to speed on documentation and archiving procedures, and/or develop procedures as necessary.

Awards:

- Inform all grant requests of their awards.
- All members to review the proposed NACIS Undergraduate Scholarship and supply Fritz with feedback by the end of August.
- Mamata to contact Martha and Mary Beth with ideas for refresh of SDMC.

Membership and Analytics:

- Get an updated Code of Conduct and Diversity and Inclusion statement ready for commenting and board review by next meeting.

Communications and Outreach:

- Work on LinkedIn presence with Katie and Pat.

Motions Approved:

- Minutes from the 2019 Spring Board meeting were approved.
- The Student Travel Grant budget was increased by \$5032 in order to fully fund all student applicants.

Board Composition:

Executive Office (non-voting)

Tom Patterson | Executive Director (term expires 1/2023)
Susan Peschel | Business Manager (un-termed)
Nick Martinelli | Director of Operations (term expires 1/2024)

Executive Board (voting)

Fritz Kessler | Past President (term expires 10/2019)
Ginny Mason | President (term expires 10/2019)
Leo Dillon | Vice President & Program Chair Tacoma (term expires 10/2019)
Mamata Akella | VP-Elect (term expires 10/2019)
Mary Beth Cunha | Treasurer (term expires 10/2020)
Martha Bostwick | Secretary (term expires 10/2019)

Board of Directors (voting)

Brooke Harding (term expires 10/2019) - *regrets*
Hans van der Maarel (term expires 10/2019)
Amy Lee Walton (term expires 10/2019)
John Nelson (term expires 10/2020)
Lauren Tierney (term expires 10/2020)
Rosemary Wardley (term expires 10/2020)

Meghan Kelly | Student Board Member (term expires 10/2019)

Ex-officio Members (non-voting)

Amy Griffin | Editor of Cartographic Perspectives (term expires 12/2019) -*regrets*

Quorum is $\frac{2}{3}$ of voting members in attendance (9 people required, 12 in attendance, we meet quorum).

Welcome | Ginny

-Focus on today's meeting is to address tasks from Spring Board Meeting, and also to focus on Tacoma planning. We will also go over some new guidelines we've been addressing regarding the Nominations committee.

-One task from the SBM was to get Zoom up and running for our meetings. Thanks for getting this taken care of Martha.

Minutes | Martha

- [Spring Board Meeting minutes](#)

-Martha has made any changes requested.

-Leo moved to accept the Spring Board Meeting minutes, and Rosemary seconded the motion. No discussion ensued, and All voted aye. No nay votes. The Motion was passed.

Executive Director's report | Tom

Video Streaming

-13 emails were sent to organizations and people request sponsorship. Two parties have committed to the \$1500 Continental Level of sponsorship. We also have a \$50 Regional sponsor. Two more parties have indicated interest, and will be followed up with.

-Nick is updating the sponsorship agreement on our website.

-Based on how much funding we've received so far, he can't see this as a long term solution and is pursuing other ideas for funding.

Projector

-Decided to stick with Epson brand, and after looking at a large number chose the Powerlight 2247U.

-Notes on it: \$1450, brighter than our previous at 4200 lumens, resolution is WUXGA 1900x1200 pixels. Much better for showing our maps. Weight is important - 7lbs. Recommended projector has wireless if needed. He also recommends the carrying case, and a spare lamp.

-To buy two is \$3054, and he will send info to Susan for purchasing.

-Would recommend buying 1 to start and sending it to Madison to test, then buying the second if we are pleased.

Caribbean, Latin American, Mexico, and Quebec Outreach

-Tom has reached out to 20 Mapping Organizations and Universities in these regions with invites.

-He thanks Lauren Tierney and Martin Gamache for their translation services.

-No abstracts were admitted so far.

-He plans to continue this initiative for future conferences.

Proposed joint NACIS/CaGIS Map Design Competition

-CaGIS leadership is open to working together. Will talk to Dan Cole in Tacoma. Martha is working with Dan to get their winners on display this year in Tacoma as a special exhibit of the Map Gallery.

[NACIS t-shirt store proposal](#)

-Travis' proposal does not require any monetary investment from NACIS as it's run through Printful.

-Travis has agreed to take the lead on this, and would like to start working immediately, with a potential announcement at the Tacoma meeting.

- Susan: Is there any outlay of money?
- Tom: No. Travis does recommend copyrighting our designs so no one else rips off our work.
- Ginny: Is general consensus that we proceed with this?
(Seem to be yes. - general affirmations from board)
- Please reach out to Travis if you want to help in any way.

Nominations Committee Policies and Practices (DRAFT) | Tom

- Big thanks to Rosemary for pointing out the need to update our procedures. Would not have happened without her suggestions and input.
- We've all had the chance to read the document, so he wants to open the floor for discussion. For follow up, he will form an ad hoc committee to finalize the guidelines (named: Nominations Policies and Procedures Special Committee). (Tom then provided a recap of the document)
- The committee proposes the new voting procedures go into effect starting next year.
- Martha: Were your recommendations for Student Board Member that the Board votes on multiple, or the general membership votes on multiple in the Election? We talked previously about how students feel if they lose the membership vote - less welcome to the organization?
- Ginny: She thinks it should be the Nominations Committee that identifies a student to run, but there could be the case that a student nominates themselves - in which case it would go to the membership election.
- Rosemary: She is concerned with timing to have everything be done by Spring Board Meeting. Also, thinks it's very important to make sure the process is very open and transparent to the membership. She finds it's a big thing now that people don't understand how they get nominated and what the deadlines/process is for nominations.
- Tom agrees we need to make sure it's transparent.
- Ginny: There are some things in the document that would suggest bylaw changes and those items would definitely need to be approved by the general membership. The general nominations guidelines document would just be for board guidance, and as such it wouldn't need membership approval.
- If anyone else has further concerns or questions, please raise them with Ginny or Tom and they will be sure to address them with the committee.
- Rosemary has volunteered to be on the ad hoc Nominations Policies and Procedures Committee.

Slate of candidates for 2019-2020 | Fritz

VP Elect: Pat Kennelly

Secretary: Hans van der Maarel

Directors-at-Large: Stephanie Dietrich, Arizona State University; Kate LeRoue, Amazon; Molly O'Halloran, Independent Cartographer; Nathan Piekielek, Penn State Map Libraries; Tim Wallace, Descartes Labs

Student Board Member: Bill Limpisathian

- Rosemary: Vanessa Knoppke-Wetzel had expressed interest, and had reached out to be nominated. This year if we had more than 6 people interested, do we winnow it down for the general election? How did it work?
- Fritz: There were originally double the number of people interested. He had asked some of the slate to hold off for the year. He had not heard from Vanessa specifically, so can't comment on her. But the people he had on his list have all been talked with about waiting for next year.
- Lauren: Might be good to circle back with Vanessa Wetzell, as she's now working with the AoD process.
- Rosemary: It would be good to mention to people how else they can be involved? What other initiatives

need a lot of help on them.

-Rosemary: How do current board members get approached about re-running on the board for another term?

-Fritz: No one had approached them regarding that.

NACIS website status | Nick

Launch date

-Server already moved - it did have some impact to us unfortunately. Some problems with membership renewals. A lot of gremlins we're trying to correct.

-We are on the new server and secure

-Membership process updating today

-Issues with our current process

Video streaming Site

-Development is proceeding on our staging site.

Online Registration Launch

-Nick gave a demonstration of the registration site so far.

-It should be testable beginning tomorrow, and will have a link for those that want to test. Let him know if you want the link.

Election Dates

-Ballot will go out shortly.

-Election shall be by secret ballot sent to each member at least thirty days prior to the Annual Business Meeting.

Email

-We're having some terrible spam issues right now. Apparently inMotion is notoriously bad for this.

-Waiting to hear from Google about getting approval for a not-for-profit status for free. If not, then we will navigate to somewhere else.

-Once we move our email, we will be completely off of the inMotion services.

Tacoma 2019 update | Leo, Nick, and Mamata

Tuesday Night Meet-up

-7 Seas Brewery and Taproom. It's a brew pub, but will take any ages. Nice big warehouse-type place. Downside is they don't serve wine.

Banquet Speaker

-Allan Mustard, former US Ambassador to Turkmenistan

New Attendee Ambassador

-Hans has some ideas and they will work together on this.

-Mamata: Jim Thatcher has volunteered to organize the lunch bunch. It would be good to have the New Attendee Ambassador work with Jim on organizing this.

-They are also updating the What to Expect document.

Print Program

- Lauren is working on this, and she has a lot done already
- Graphics have come from Rosemary and Daniel Coe
- Mamata: What is the deadline for getting talks finalized?
- Lauren: everything needs to happen this month, so we can proof and print in September.
- Discussion on print program details, file types, printing, etc.
- City Site Guide map is by Riley Champine with input of Jim Thatcher.

T-shirts

- Rosemary has t-shirts, stickers, buttons, and she's been looking into patches. She has cost estimates for all items. Does she need board approval for the costs?
- Susan: There is a budget for Outreach for the swag, she can talk offline about that. As long as the t-shirt sales cover their own costs that's okay.

Awards Committee | Martha

Budget Increase Request

- The Award committee would like to petition the board to increase the student travel grant budget. At the Spring Board Meeting, we agreed to increase the grant amount for students to \$500. Thank you. We ended up with a budget item of \$7468 for Student Grants which also included any donations we've received. Our budget for General Member Grants is \$3000.
- We received 6 general member grant requests for a total of \$1800, leaving \$1200 in the budget.
- We had a huge response from students this year, with 25 requests for a total of \$12,500.
- If we take the excess funds from our General Member budget we are still \$5032 dollars short to fully fund the students.
- As a committee we would like to propose fully funding all students, and to do so petition the board for another \$5032 in our budget.
- Ginny asked that it be formed as an official motion.
- Martha made a motion to have the student travel budget increased by \$5032 in order to fully fund all student applicants. John seconded the motion. No discussion needed. All voted in favour of the motion. Motion passed.
- Martha will proceed with informing all applicants of their award.

[Proposal](#) for the creation of a NACIS undergraduate scholarship | Fritz

- Please review document and provide feedback. This is a revised draft of his scholarship idea.
- Ginny: Comments by the end of August? Would that work?
- yes

Corlis Benefideo Award reinvigoration efforts | Rosemary, John

- Not much to update. Aiming for 2020 meeting for next award.
- Need to work on getting people to know what it is, and work on rebranding.

SDMC, ideas for conference visibility and impact | Mamata

- She'll talk with Martha offline about any SDMC entries we get this year.
- Planning to modify the ways the maps are presented at the banquet.
- Martha: We also talked about various ways to alter the judging so that there was member participation. Looked into a few ways and types of online voting systems - they seem to be expensive for our needs? Also concerned that it is getting too late for implementing this year.

- Martha will get in touch with Jonah Adkins to make sure he is still available for organizing the judging this year.
- Mary Beth has some ideas regarding viewing the videos, and how they set up with the ICC.
- Mamata: one thing we discussed was having the students prepared to display with their own machines.
- Mamata: will include Mary Beth on her email when she moves forward with discussion.

Publications Committee | Lauren New Atlas of Design 5 Editorial Board

- Caroline Rose - Advisory role
- Editors: Brooke Marston, Vanessa Knopke-Wetzell, Nat Case

Status of file and documentation archive
-not worked out yet

Any initial plans regarding the 2020 anniversary and AoD?
-they are aware of this, and it will be announced at the conference.

Membership / Analytics Committee | Rosemary

- The Diversity and Inclusion subcommittee has met and been brainstorming on short- and long-term goals. There will be some website updates needed regarding the difference between the Code of Conduct and our Diversity Statement.
- One possibility they have is for board members to attend Diversity & Inclusion training. There may be remote possibilities for this. They think this would be a good thing. Will look into how other groups have implemented this training.
- For this year, some simple things to do to start the discussion - maybe some pronoun stickers for name badges, and to denote a safe space for people to meet and discuss.
- In the future across the board we need more documentation to increase transparency.
- Ginny: is there a working doc on the statement?
- Rosemary: No, not ready for comment yet. Aim to have it ready by next meeting.

Communications and Outreach | Rosemary

- Status of LinkedIn account - we have a couple, and Katie Kowalsky is an Admin, and Tanya is an owner. Pat Kennelly is also on there as an Admin.
- Katie would be open to cross-posting to it with Twitter, but it has been difficult
- They are in the process of figuring it out.

Treasurer's Report | Mary Beth

- Ginny will ask Mary Beth to email us with any issues or items regarding the Treasurer's Report.

Cartographic Perspectives | Amy Griffin (regrets, Ginny giving her report)

- Since the SBM, we published the Maps & Emotion special issue, which included 6 peer reviewed papers.

-We are about to publish the first issue of 2019 (it's being proofread right now), which is a special issue on Critical Cartography.

-The second 2019 issue has two peer reviewed papers accepted and material from other sections is being prepared. It will be published in late August/early September.

-Terri Robar has resigned as Cartographic Collections section editor due to a job change that is taking her out of cartographic materials. So I'm looking for a new section editor. If anyone has suggestions, please send them to me via email.

NACIS 2021 | Susan

The meeting will be at [The Skirvin Hilton](#) in Oklahoma City

Other Business (as time permits)

-Reminder to check Teamwork and check off completed tasks

Meeting Adjourned at 4:06pm.