



IMAGIN Inc.
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2012/2013 Board of Directors:

Scott Ambs: President (2013)	Andrew Cain (2013)	Dianne O'Connell (2014)
Bill Rowe: Vice President (2014)	Chad Collins (2013)	Paul Riess (2013)
Aaron Boos: Treasurer (2014)	Trudy Galla (2014)	Peter Schneider (2014)
Thomas Van Bruggen: Secretary (2013)	Sarah Merz (2014)	Lori Schultz (2013)
Andrew Brenner (2014)	Michael Muskovin (2014)	Scott Swan (2014)

Minutes of the IMAGIN Inc. Board of Directors Meeting

Friday, March 15, 2013

Location: Teleconference

1. Call to Order - Board Member Roll Call

1.1. President Scott Ambs called the meeting to order at 9:07 AM

1.2. Roll Call

President Scott Ambs: Present
Vice President Bill Rowe: Teleconference
Treasurer Aaron Boos: Present
Secretary Thomas Van Bruggen: Present
Andrew Brenner: Teleconference
Andrew Cain: Absent
Chad Collins: Teleconference
Trudy Galla: Teleconference
Sarah Merz: Teleconference
Michael Muskovin: Absent
Diane O'Connell: Teleconference
Paul Riess: Teleconference
Peter Schneider: Present
Lori Schultz: Teleconference
Scott Swan: Absent

Quorum Present

1.3. Others In Attendance

Sue Feenstra – Reihl Solutions

2. Approval of Agenda

Moved by Thomas Van Bruggen and supported by Pete Schneider to approve the agenda as presented

Motion Carried

3. Review and Approval of Minutes of the February 15, 2013 Board Meeting

Moved by Sara Merz and supported by Lori Schultz to approve the minutes of the February 15, 2013 Board Meeting

Motion Carried

4. Treasurers Report

Aaron Boos reported that there has been an influx of revenue during February and March resulting from membership dues being paid.

Checking account balance is \$7,968.00, an increase of \$4,020 from last month

Savings account balance is \$2,228.00

Total accounts balance is \$10,196.00

The following reports are attached to these minutes

Addendum 1: Balance Sheet

Addendum 2: Profit Loss Statement

Moved by Andrew Brenner and supported by Thomas Van Bruggen to approve the treasurer's report as presented.

Motion Carried

5. Old Business

5.1. Review Action Items

Scott Ambs reported that he still needs to write a letter of support on the ESRI K-12 Program.

6. Team Reports

6.1. Executive Team

Scott Ambs reported that the team met Wednesday and reviewed the meeting agenda and discussed the conference.

6.2. Conference Team

Andrew Brenner reported that conference has a full agenda and vendors are beginning to sign up. Currently four (4) or five (5) are registered with 10 vendors committed. The pressure now is to get attendees. We have good presenters, keynotes and workshops. As of this meeting, there are 16 attendees registered, with one (1) student and one (1) one-day registration. The team is working on the social events registrations, and we all need to rally attendees. One adjustment needing to be made is that the USGS has cancelled its presentation and attendance due to budget constraints.

AI-2013-01: All Board Members to recruit at least five (5) conference attendees each.

AI-2013.02: Thomas Van Bruggen to send out Conference News Blasts to State of Michigan GIS Listserv

6.3. Education Team

Chad Collins reported there is nothing new to report. The team is trying to get a conference call together with potential team members to start discussing a fall education seminar.

6.4. Student Paper and Poster Competition Team

Peter Schneider reported that the team is wrapping up a few items following the competition. One area still being worked out is the budget for the SPPC presenters attending the IMAGIN Conference. The price for meals is still being worked out.

The team needs a "Peoples Choice" certificate for the SPPC posters on display at the conference. The team is also going to send a survey for reviews of how the competition was run this year.

The team is also building a "lessons learned" document for how the completion was run so that in future years we can build upon what we have learned.

6.5. Professional Recognition

Trudy Galla reported that the team met two (2) weeks ago and is working on many aspects of the awards for the conference. The team is also planning on recognizing long-supporting vendors of more than 10 and 15 years of IMAGIN.

The team is also going to host a silent auction at the conference. So far four (4) or five (5) items have been secured.

The map gallery is going to be reviewed as well.

AI-2013-03: Thomas Van Bruggen to develop a silent auction item donation form and receipt.

6.6. Communication Team

Thomas Van Bruggen reported that major progress has been made on the website which is live. Forms and registrations are all in place and constant updates are being made as conference information

Thomas Van Bruggen also presented the concept of a vinyl banner(s). Two samples were shown.

Moved by Scott Ambs and supported by Andrew Brenner to authorize the communications team to design and purchase one (1) banner for the IMAGIN Conference at the cost of approximately \$50.00.

AI-2013-04: Communications team to work with Conference Team to design and produce a vinyl banner and have in place by the Annual Conference.

6.7. Statewide Imagery

Scott Ambs reported the team has not met and is waiting until after the spring 2013 State flight to reorganize and evaluate how to proceed.

6.8. Nominating & Governance

Bill Rowe reported that ballot develop is in the works.

There are still two (2) open positions without a potential candidate, but several names are being considered.

Open discussion about representation from MSU RS&GIS, the State, Southeast Michigan and other areas was heard.

Name	Term	May 12	Jun 12	Jul 12	Aug 12	Sep 12	Oct 12	Nov 12	Dec 12	Jan 13	Feb 13
Scott Ambs	2013	Pres.	Pres.	Pres.	Canc.	Pres.	Pres.	Pres.	Pres.	Pres.	Pres.
Aaron Boos	2014	Abs	Pres.	Pres.	Canc.	Pres.	Pres.	Pres.	Pres.	Pres.	Pres.
Andrew Brenner	2014	Pres.	Pres.	Pres.	Canc.	Pres.	Abs	Pres.	Pres.	Pres.	Pres.
Andy Cain	2013	Abs	Abs	Abs	Canc.	Abs	Abs	Abs	Abs	Abs	Abs
Chad Collins	2013	Pres.	Pres.	Pres.	Canc.	Pres.	Pres.	Pres.	Pres.	Pres.	Pres.
Trudy Galla	2013	Pres.	Abs	Abs	Canc.	Pres.	Abs	Pres.	Abs	Pres.	Pres.
Sarah Merz	2014	Abs	Pres.	Pres.	Canc.	Pres.	Abs	Abs	Pres.	Pres.	Pres.
Michael Muskovin	2014	Pres.	Pres.	Abs	Canc.	Abs	Abs	Pres.	Abs	Abs	Abs
Diane O'Connell	2014	Pres.	Abs	Pres.	Canc.	Pres.	Pres.	Pres.	Pres.	Pres.	Pres.
Paul Riess	2013	####	####	####	Canc.	####	Pres.	Pres.	Pres.	Pres.	Pres.
Bill Rowe	2014	Pres.	Abs	Abs	Canc.	Pres.	Pres.	Pres.	Pres.	Pres.	Pres.
Pete Schneider	2014	Pres.	Pres.	Pres.	Canc.	Pres.	Pres.	Abs	Pres.	Pres.	Pres.
Lori Schultz	2013	Pres.	Pres.	Pres.	Canc.	Pres.	Pres.	Pres.	Abs	Abs	Pres.
Scott Swan	2014	Pres.	Pres.	Pres.	Canc.	Pres.	Abs	Abs	Pres.	Pres.	Abs
Tom VanBruggen	2013	Pres.	Pres.	Pres.	Canc.	Pres.	Pres.	Pres.	Pres.	Pres.	Pres.

7. IMAGIN volunteer of the Year

A nomination of Michael Henderson from InfoGeographics was made by Scott Ambs because of Michael's work in redesigning the IMAGIN website and database.

Moved by Scott Ambs and supported by Andrew Brenner to award Michael Henderson the 2013 IMAGIN Volunteer of the Year award.

Motion Carried

8. Closing Roundtable Discussion

Face to face meeting attendance issues

Meetings are scheduled in advance and attendance needs to occur.

Planning session to be held in June

Board members need to commit to recruit both vendors and attendees.

9. Next Meeting Date

Friday April 19, 2013 at 9:00 AM

Teleconference

10. Adjournment

Moved by Thomas Van Bruggen and supported by Pete Schneider to adjourn the IMAGIN Board of Directors Meeting at 10:47 am.

Motion Carried

Minutes respectfully submitted by Thomas Van Bruggen, IMAGIN Secretary

Balance Sheet [Cash]

As of February 2013

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Assets		
Imagin Savings S1	2,228.73	
Imagin Checking S4	1,466.85	
Total Assets	<u>3,695.58</u>	<u>3,695.58</u>
Liabilities		
Equity		
Temporary Unrestricted	2,630.00	
Retained Earnings	7,643.18	
Current Earnings	(6,577.60)	
Total Equity	<u>3,695.58</u>	<u>3,695.58</u>
Total Liability & Equity	<u>3,695.58</u>	<u>3,695.58</u>

Profit & Loss Statement [Cash]

October 2012 through February 2013

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Income		
Convention Revenue		
Confernece Registrations	275.00	
Total Convention Revenue		<u>275.00</u>
Membership Dues		
Membership Dues	9,895.00	
Total Membership Dues		<u>9,895.00</u>
Checking Interest		0.24
Dividend Income		0.45
Other Income		9.17
Total Income		<u>10,179.86</u>
Expenses		
Bank Service Charges		50.00
Credit Card Processing Fees		137.76
Board Meetings		
Non-Conference Facility Rental	70.00	
Total Board Meetings		<u>70.00</u>
Postage & Delivery		
Postage	95.30	
Total Postage & Delivery		<u>95.30</u>
Professional Fees		
Professional Fees	15,000.00	
Total Professional Fees		<u>15,000.00</u>
Program Expense		
SPPC	1,000.00	
Total Program Expense		<u>1,000.00</u>
Office Expense		18.63
Other Expenses		57.83
Telephone		
Telephone - Conference Calls	50.00	
Total Telephone		<u>50.00</u>
Web Hosting		77.94
Organizational Memberships		200.00
Total Expenses		<u>16,757.46</u>
Operating Profit		<u>(6,577.60)</u>
Other Expense		
Net Profit/(Loss)		<u><u>(6,577.60)</u></u>