



**IMAGIN Inc.**  
**2277 Science Parkway, 4A**  
**Okemos, MI 48864**  
**517-338-3035 x 709**  
**866-298-2115**  
**www.imagin.org**

#### 2013/2014 Board of Directors:

Scott Ambs: President (2015)	Andrew Brenner (2014)	Shane Pavlak (2015)
Bill Rowe: Vice President (2014)	Chad Collins (2013)	Peter Schneider (2014)
Aaron Boos: Treasurer (2014)	Dharmesh Jain (2015)	Lori Schultz (2015)
Thomas Van Bruggen: Secretary (2015)	Sarah Merz (2014)	Scott Swan (2014)
Robbie Beller (2015)	Dianne O'Connell (2014)	Michael Woods (2015)

**Minutes of the IMAGIN Inc. Board of Directors Meeting**  
**Friday, February 14, 2014**  
**Location: Teleconference**

**1. Call to Order - Board Member Roll Call**

**1.1. President Scott Ambs called the meeting to order at 9:04 am**

**1.2. Roll Call**

President Scott Ambs: Teleconference  
Vice President Bill Rowe: Teleconference  
Treasurer Aaron Boos: Teleconference  
Secretary Thomas Van Bruggen: Teleconference  
Robbie Beller: Absent  
Andrew Brenner: Teleconference  
Chad Collins: Teleconference  
Dharmesh Jain: Teleconference  
Sarah Merz: Teleconference  
Diane O'Connell: Teleconference  
Shane Pavlak: Teleconference  
Peter Schneider: Teleconference  
Lori Schultz: Teleconference  
Scott Swan: Teleconference  
Michael Woods: Absent

Quorum Obtained

**1.3. Others In Attendance**

Maryellen Jansen – Riehl Solutions

**2. Approval of Agenda**

**Moved by Dharmesh Jain and supported by Thomas Van Bruggen to approve the agenda as corrected.**

**Motion Carried**

**Adding January 10, 2014 Minutes to agenda**

**3. Review and Approval of Board Meeting Minutes**

**Moved by Chad Collins and supported by Bill Rowe to approve the minutes of the December 13, 2013 Board of Directors Meeting and the minutes of the January 10, 2014 Board of Directors Meeting**

**Motion Carried**

**Two corrections were made to the January 10, 2014 meeting minutes.**

#### **4. Treasurers Report**

Aaron Boos presented the Treasurer Report as follows:

Checking account balance for February 14, 2014 is \$5,174 that's an increase of \$2,741 from the last revenue report in December.

Two notable withdraws of \$2,500 each for management fees. (December and January monthly management fees) and a deposit of \$4,100 in December

Savings Balance: \$2,229.00

The combined total from checking and savings is: \$7,403.00

That's an overall increase of: \$2,064

The 2014-01-31 Balance Sheet is attached to these minutes as Addendum 1: Balance Sheet

The 2014-01-31 Profit & Lost Statement is attached to these minutes as Addendum 2: Profit & Loss

The 2014-01-31 Account Transactions Report is attached to these minutes as Addendum 3: Transactions

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

**Motion Carried**

#### **5. Old Business**

Scott Ambs reviewed the Action Item List

No items reviewed

#### **6. Team Reports**

##### **6.1. Executive Team**

Scott Ambs reported that the team met yesterday and discussed the joint IMAGIN/MiCAMP meeting from January. The team also discussed the IMAGIN teams and that some of the teams have not / are not meeting. It is important that all the teams are meeting to work on their assignments. Scott Ambs will be contacting team leaders of teams that have not been active. Scott reported that he and Andrew Hartwick from MiCAMP reported to the State GIS Users meeting that the groups have met together. Scott also reported that he has been receiving positive feedback regarding the printed newsletter.

Andrew Brenner asked if we are getting descriptive feedback regarding the newsletter.

Discussion followed

##### **6.2. Conference Team**

Andrew Brenner reported that the team is meeting and the program is nearing finalization. About a third of the papers are in the abstract system, with another third promised and then there are a few open slots. There is a lack of government based presentations. There are about 3 or 4 open slots and Andrew encouraged the board members to look for Government based on what people are doing in the field.

Scott Ambs referenced Van Buren County and their efforts and will contact them.

Chad Collins referenced Leelanau County and their PLSS GPS program

Open discussion about various conference presentations and topics.

##### **6.3. Education Team**

Chad Collins reported that there is not much new to report. The team is working with the Conference Team for conference workshops. The team will also start communications with MiCAMP on coordinated workshops and education sessions.

#### **6.4. Student Paper and Poster Competition Team**

Pete Schneider reported that the SPPC was a success with a large audience participation. Partnering with SEMCOG meeting worked very well for both parties. The day went along without many issues, although one judge did have car issues. PDF certificates for participation have been distributed and scholarship checks will be distributed next week, and a survey has been developed that will go out also. The videos are being edited and will be posted soon.

Open discussion about the SPPC

#### **6.5. Professional Recognition Team**

Diane O'Connell reported that the team has re-written all of the award applications and they are posted online on the website. The team will begin working with the communication team for announcing the applications. The team will also work with the SPPC team for advertising the Jim Living Scholarship. The team is hoping for all applications to be received by April 4, 2014. The team wants to offer an award for the first place map gallery winners. The team has contacted North Arrow about their involvement.

**Moved by Thomas Van Bruggen and supported by Bill Rowe to appropriate \$150.00 from the IMAGIN budget for first place awards for the three (3) primary map gallery awards in the form of IMAGIN Bucks**

#### **Motion Carried**

Diane reported that the team is working on the development of the silent auction. Donation forms have been created and additional publications will be developed and then the requesting of donation items will be the focus of effort.

#### **6.6. Communication Team**

Sarah Merz reported that the team met this past week and development of the next newsletter issue is in development. Social media development has really grown recently and special thanks go to Abby Schantz from Riehl Solutions for the social media outlets and the website has been receiving regular updates by Thomas Van Bruggen.

Thomas Van Bruggen commented that the team is working on the pricing of the printing of the newsletter and the team is working on finding sponsors.

#### **6.7. Collaboration Team**

Dharmesh Jain reported that the meeting with MiCAMP was a good start. The team is also going to be contacting the Michigan Assessors Association and the Michigan Association of Planners. The team will be working on trying to establish collaborative efforts. The Team has not met recently but will plan to meet before the March Board Meeting.

#### **6.8. Membership Team**

Robbie Beller was absent from the meeting. Scott Ambs reported that the team has not met and Scott will be contacting Robbie regarding the team and the Board. Scott reported that he will take the lead on the team and get things moving.

## **6.9. Nominating & Governance**

Bill Rowe reported that elections will be coming up at the Conference. Bill has heard from almost all of the existing board members that have terms expiring and will be working on the elections.

Election and Nomination Status Report:

Current Board Members whose terms will expire in 2014 are:

- Aaron Boos – status not determined
- Andrew Brenner – Running
- Sarah Merz – Running
- Diane O'Connell – Running
- Bill Rowe – Running
- Pete Schneider – Running
- Scott Swan – Running

**The Board of Directors Attendance Report is attached to these minutes as Addendum 4: Attendance**

## **7. Closing Roundtable**

Dharmesh Jain commented on the passing of Roger Tomlinson and the NPR story.  
Andrew Brenner commented on the membership team.

## **8. Next Meeting Dates**

March 14, 2014  
Teleconference Meeting

April 11, 2014  
Teleconference

## **9. Adjournment**

**Moved by Thomas Van Bruggen and supported by Dharmesh Jain to adjourn the February 14, 2014 IMAGIN Board Meeting at 10:55 am.**

**Motion Carried**

Minutes respectfully submitted by Thomas Van Bruggen, IMAGIN Secretary

## Balance Sheet [Cash]

**As of January 2014**

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Assets		
Imagin Savings S1	2,229.72	
Educational Scholarship Fund	677.22	
Imagin Checking S4	7,676.33	
Total Assets	<u>10,583.27</u>	
Liabilities		
Equity		
Temporary Unrestricted	2,630.00	
Retained Earnings	4,953.50	
Current Earnings	2,999.77	
Total Equity	<u>10,583.27</u>	
Total Liability & Equity	<u>10,583.27</u>	

**Profit & Loss Statement [Cash]****October 2013 through January 2014**

2/11/14

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Income	
Convention Revenue	
Exhibit Booth Sales	2,550.00
Conference Registrations	365.00
Total Convention Revenue	<u>2,915.00</u>
Membership Dues	
Membership Dues	8,565.00
Total Membership Dues	<u>8,565.00</u>
Dividend Income	0.48
Total Income	<u>11,480.48</u>
Expenses	
Bank Service Charges	21.73
Credit Card Processing Fees	29.01
Board Meetings	
Non-Conference Facility Rental	132.50
Total Board Meetings	<u>132.50</u>
Team Expenses	
Communications Team - Printing	426.31
Total Team Expenses	<u>426.31</u>
Postage & Delivery	
Postage	238.50
Total Postage & Delivery	<u>238.50</u>
Professional Fees	
Professional Fees	7,500.00
Total Professional Fees	<u>7,500.00</u>
Office Expense	28.08
Telephone	
Telephone - Conference Calls	60.00
Total Telephone	<u>60.00</u>
Web Hosting	44.58
Total Expenses	<u>8,480.71</u>
Operating Profit	<u>2,999.77</u>
Other Expense	
Net Profit/(Loss)	<u><u>2,999.77</u></u>

## Account Transactions

10/1/12 To 1/31/13

2/11/14

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ID#	Src	Date	Memo/Payee	Debit	Credit	Job No.
<b>4-3300 Membership Dues</b>						
CR001122	CR	10/29/12	Michelle Lazar		510.00	
CR001123	CR	10/30/12	Membership Dues		75.00	
CR001159	CR	11/2/12	Jerry Taylor		75.00	
CR001107	CR	11/6/12	Nicolas L Wheeler		75.00	
CR001108	CR	11/6/12	Ted Muns		175.00	
CR001109	CR	11/6/12	Sandra Diorka		175.00	
CR001110	CR	11/6/12	Jonathan Archer		40.00	
CR001111	CR	11/6/12	Darryl Albert		40.00	
CR001112	CR	11/6/12	Jim Felton		40.00	
CR001113	CR	11/6/12	Rick Comstock		75.00	
CR001114	CR	11/6/12	Andy Moore		75.00	
CR001115	CR	11/6/12	Gerald Nordlund		175.00	
CR001116	CR	11/6/12	Christine Witucki		75.00	
CR001117	CR	11/6/12	Paul Riess		175.00	
CR001118	CR	11/6/12	Joe VanderMeulen		40.00	
CR001119	CR	11/7/12	Russ Ciesiolka		75.00	
CR001120	CR	11/7/12	Rick Kosinski		90.00	
CR001121	CR	11/12/12	Steve Lenaker		75.00	
CR001124	CR	11/14/12	Suzanne Sippel		90.00	
CR001125	CR	11/14/12	Robert Slattery		90.00	
CR001126	CR	11/14/12	Brian Foster		75.00	
CR001127	CR	11/14/12	Kelly Levely		90.00	
cc	CD	11/15/12	Michelle Lazar	255.00		
CR001128	CR	11/15/12	William Tyler		90.00	
CR001129	CR	11/15/12	Gayle Sadler		75.00	
CR001130	CR	11/15/12	Lindsey Johnson		75.00	
CR001131	CR	11/15/12	Jane Gallant		90.00	
CR001132	CR	11/16/12	Sharyn Malone		75.00	
CR001133	CR	11/16/12	Phil Hanses		75.00	
CR001134	CR	11/16/12	Robert Peven		75.00	
CR001135	CR	11/20/12	Scott Harrod		75.00	
CR001136	CR	11/20/12	Christine Pobocik		75.00	
CR001137	CR	11/20/12	Jason Nordberg		75.00	
CR001138	CR	11/20/12	James Merte		75.00	
CR001139	CR	11/20/12	Tracy Miller		175.00	
CR001140	CR	11/20/12	Keylonda Armwood		40.00	
CR001141	CR	11/20/12	Elizabeth McNichols		40.00	
CR001142	CR	11/20/12	Brian Jarnar		40.00	
CR001143	CR	11/20/12	Laura Blastic		75.00	
CR001144	CR	11/26/12	Lotta Jarnefelt		75.00	
CR001145	CR	11/26/12	Trudy Galla		75.00	
CR001146	CR	11/26/12	Kristin Smith		75.00	
CR001147	CR	11/26/12	Laurie Spencer		75.00	
CR001148	CR	11/28/12	Yichun Xie		175.00	
CR001149	CR	11/28/12	Michael Dueweke		40.00	
CR001150	CR	11/28/12	Dharmesh Jain		175.00	
CR001151	CR	11/28/12	Miles Hunsinger		40.00	
CR001152	CR	11/28/12	Jason Moore, GISP		40.00	
CR001153	CR	11/28/12	Katie Janssen		40.00	
CR001168	CR	11/29/12	Matthew Malone		75.00	
CR001163	CR	12/4/12	Steve Sobaski		75.00	
CR001164	CR	12/5/12	Tammi Shepherd		175.00	

Account Transactions

10/1/12 To 1/31/13

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ID#	Src	Date	Memo/Payee	Debit	Credit	Job No.
<b>4-3300 Membership Dues</b>						
CR001165	CR	12/5/12	Ryan Dividock		40.00	
CR001166	CR	12/5/12	Jenny Shaw		40.00	
CR001167	CR	12/5/12	Kristen Wiltgang		40.00	
CR001188	CR	12/5/12	Gerald Roberts		75.00	
CR001189	CR	12/6/12	Alex Bellak		75.00	
CR001169	CR	12/10/12	John Nelson		75.00	
CR001190	CR	12/12/12	Scott Swan		75.00	
CR001191	CR	12/19/12	Membership Dues		175.00	
CR001191	CR	12/19/12	Membership Dues		75.00	
CR001192	CR	12/26/12	Ronald Martin		175.00	
CR001170	CR	1/3/13	Mike Henderson		40.00	
CR001171	CR	1/3/13	James Bennett		40.00	
CR001172	CR	1/3/13	Chad Collins		40.00	
CR001173	CR	1/3/13	Jason Wagester		40.00	
CR001174	CR	1/3/13	Brooks Kelley		175.00	
CR001176	CR	1/3/13	Doug Ritter		75.00	
CR001177	CR	1/3/13	Paul Ritter		75.00	
CR001178	CR	1/3/13	Sarah Merz		175.00	
CR001179	CR	1/3/13	Lori Schultz		75.00	
CR001180	CR	1/3/13	Lindsay Maki		75.00	
CR001181	CR	1/3/13	Nicole Borsh		175.00	
CR001182	CR	1/3/13	David Maurice		40.00	
CR001183	CR	1/3/13	Bill Rowe		75.00	
CR001184	CR	1/3/13	Thomas Van Bruggen		75.00	
CR001185	CR	1/3/13	Terry Zahniser		75.00	
CR001186	CR	1/3/13	Ed Dempsey		175.00	
CR001187	CR	1/3/13	Dan Frizzo		25.00	
CR001195	CR	1/10/13	Matthew Kimmer		75.00	
CR001196	CR	1/10/13	Robbie Beller		75.00	
CR001197	CR	1/10/13	Doug Bopp		75.00	
CR001202	CR	1/10/13	Robert Kalbfleisch		90.00	
CR001203	CR	1/10/13	Scott Ambs		230.00	
CR001204	CR	1/10/13	Kim Ambs		40.00	
CR001205	CR	1/10/13	Juli Kolbe		40.00	
CR001206	CR	1/10/13	Joanna Lagow		40.00	
CR001207	CR	1/10/13	Michelle Manke		40.00	
CR001208	CR	1/10/13	Nick Nolte		40.00	
CR001209	CR	1/10/13	Ruth Scott		40.00	
CR001210	CR	1/10/13	Brian Small		40.00	
CR001211	CR	1/10/13	Jonathan Stiegel		40.00	
CR001212	CR	1/10/13	Chuck Walz		40.00	
CR001213	CR	1/10/13	Jennifer White		40.00	
CR001214	CR	1/10/13	Wade Renando		40.00	
CR001227	CR	1/10/13	PhotoScience Dues		190.00	
CR001227	CR	1/10/13	PhotoScience Dues		40.00	
CR001228	CR	1/10/13	USGS Membership Dues		175.00	
CR001228	CR	1/10/13	USGS Membership Dues		40.00	
CR001228	CR	1/10/13	USGS Membership Dues		40.00	
CR001228	CR	1/10/13	USGS Membership Dues		40.00	
CR001215	CR	1/15/13	Rainer Reichert		190.00	
CR001216	CR	1/15/13	Robert Mac Cord		40.00	
CR001217	CR	1/15/13	Mike Steffes		40.00	
CR001218	CR	1/15/13	Ernest Cacciaglia		40.00	
CR001219	CR	1/15/13	Sally Price		75.00	
CR001220	CR	1/15/13	Scott Kaiser		90.00	
CR001221	CR	1/15/13	Allen Goodall		90.00	



Account Transactions

10/1/12 To 1/31/13

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ID#	Src	Date	Memo/Payee	Debit	Credit	Job No.
<b>4-3300 Membership Dues</b>						
CR001222	CR	1/15/13	Jim Mac Kinnon,		90.00	
CR001223	CR	1/15/13	Douglas Stover		90.00	
CR001224	CR	1/30/13	Dan Dillinger		75.00	
CR001229	CR	1/31/13	DTE Membership Dues		470.00	
				255.00	9,860.00	
<b>4-4000 Checking Interest</b>						
IE103112	CR	10/31/12			0.19	
IE113012	CR	11/30/12			0.05	
				0.00	0.24	
<b>4-5000 Dividend Income</b>						
IE103112	CR	10/31/12			0.09	
IE113012	CR	11/30/12			0.09	
IE123112	CR	12/31/12			0.09	
IE013113	CR	1/31/13			0.09	
				0.00	0.36	
<b>4-6000 Other Income</b>						
CR001154	CR	10/19/12	Refund for Cancelled Land		9.17	
				0.00	9.17	
<b>6-0500 Bank Service Charges</b>						
SC103112	CD	10/31/12		25.00		
SC113012	CD	11/30/12		25.00		
				50.00	0.00	
<b>6-0600 Credit Card Processing Fees</b>						
eft	CD	10/2/12	Authnet Gateway	10.00		
eft	CD	10/2/12	Authnet Gateway	2.95		
eft	CD	11/2/12	Authnet Gateway	17.80		
eft	CD	11/2/12	Authnet Gateway	10.20		
eft	CD	12/4/12	Authnet Gateway	24.69		
eft	CD	12/4/12	Authnet Gateway	10.50		
eft	CD	1/3/13	Authnet Gateway	15.36		
eft	CD	1/3/13	Authnet Gateway	10.50		
eft	CD	1/7/13	AMEX	7.13		
				109.13	0.00	
<b>6-1200 Non-Conference Facility Rental</b>						
cc	CD	11/16/12	Central Michigan Universit	70.00		
				70.00	0.00	
<b>6-3150 Postage</b>						
cc	CD	10/18/12	U.S.P.S	90.00		
cc	CD	1/23/13	U.S.P.S	5.30		

Account Transactions

10/1/12 To 1/31/13

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ID#	Src	Date	Memo/Payee	Debit	Credit	Job No.
<b>6-3150</b>	<b>Postage</b>			95.30	0.00	
.....						
<b>6-4200</b>	<b>Professional Fees</b>					
online	CD	10/12/12	Riehl Solutions, Inc.	2,500.00		
online	CD	10/18/12	Riehl Solutions, Inc.	2,500.00		
online	CD	11/23/12	Riehl Solutions, Inc.	2,500.00		
online	CD	12/21/12	Riehl Solutions, Inc.	2,500.00		
eft	CD	1/17/13	Riehl Solutions, Inc.	2,500.00		
				12,500.00	0.00	
.....						
<b>6-6000</b>	<b>Office Expense</b>					
cc	CD	1/23/13	Office Max	18.63		
				18.63	0.00	
.....						
<b>6-6200</b>	<b>Other Expenses</b>					
ck	CD	11/2/12	Thomas Van Bruggen	57.83		
				57.83	0.00	
.....						
<b>6-7730</b>	<b>Telephone - Conference Calls</b>					
cc	CD	10/18/12	Conference Calls.com	50.00		
				50.00	0.00	
.....						
<b>6-7900</b>	<b>Web Hosting</b>					
cc	CD	11/1/12	1 & 1 Internet Inc.	38.97		
				38.97	0.00	
.....						
<b>6-8135</b>	<b>Organizational Memberships</b>					
5133	CD	10/1/12	Michigan Association of Co	200.00		
				200.00	0.00	
.....						

Addendum 4: Attendance

Name	Term Expires	Annual - 13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14
Scott Ambs	2015	Present	Present	Present	Present	Cancelled	Present	Present	Present	Present	Present
Robbie Beller	2015	Present	Present	Present	Absent	Cancelled	Absent	Present	Absent	Absent	Absent
Aaron Boos	2014	Present	Present	Absent	Present	Cancelled	Present	Present	Present	Present	Absent
Andrew Brenner	2014	Present	Present	Absent	Absent	Cancelled	Present	Present	Present	Present	Present
Chad Collins	2015	Present	Absent	Present	Absent	Cancelled	Present	Present	Absent	Present	Present
Dharmesh Jain	2015	Absent	Present	Present	Present	Cancelled	Absent	Present	Present	Present	Present
Sarah Merz	2014	Present	Absent	Present	Present	Cancelled	Present	Present	Present	Present	Present
Diane O'Connell	2014	Present	Present	Present	Present	Cancelled	Present	Present	Present	Present	Present
Shane Pavlak	2015	Present	Present	Present	Present	Cancelled	Present	Present	Present	Present	Present
Bill Rowe	2014	Present	Present	Present	Present	Cancelled	Present	Present	Present	Present	Present
Pete Schneider	2014	Present	Present	Present	Absent	Cancelled	Present	Present	Present	Present	Present
Lori Schultz	2015	Present	Present	Present	Absent	Cancelled	Present	Present	Present	Present	Present
Scott Swan	2014	Present	Present	Present	Present	Cancelled	Present	Present	Present	Present	Present
Tom VanBruggen	2015	Present	Present	Present	Present	Cancelled	Present	Present	Present	Present	Present
Mike Woods	2015	Absent	Absent	Present	Absent	Cancelled	Present	Present	Absent	Present	Absent