



**IMAGIN Inc.**  
416 South Cedar St, Ste C  
Lansing, MI 48912  
517-338-3035 x 709  
866-298-2115  
www.imagin.org

#### 2014/2015 Board of Directors:

Thomas Van Bruggen: President (2015)	Chad Collins (2015)	Shane Pavlak (2015)
Sarah Merz: Vice President (2016)	Andrew Giguere (2016)	Bill Rowe (2016)
Scott Ambs: Treasurer (2015)	Brodey Hill (2016)	Lori Schultz (2015)
Pete Schneider: Secretary (2016)	Dharmesh Jain (2015)	Scott Swan (2016)
Andrew Brenner (2016)	Diane O'Connell (2016)	Michael Woods (2015)

### Minutes of the IMAGIN Inc. Board of Directors Meeting

Friday, March 13, 2015

Location: Teleconference

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

1.1. President Thomas Van Bruggen called the meeting to order at 9:05 am

#### 1.2. Roll Call

President Thomas Van Bruggen: Present  
Vice President Sarah Merz: Present  
Treasurer Scott Ambs: Present  
Secretary Peter Schneider: Present  
Andrew Brenner: Present  
Andrew Giguere: Absent, ex  
Brodey Hill: Present  
Chad Collins: Present  
Dharmesh Jain: Present  
Diane O'Connell: Present  
Shane Pavlak: Present  
Bill Rowe: Present  
Lori Schultz: Present  
Scott Swan: Present  
Michael Woods: Present

#### Others Present:

Debbie Quintieri – proxy for Maryellen Jansen (Riehl Solutions)

#### Quorum Obtained

#### 2. Approval of Agenda

Moved by Sarah Merz and supported by Scott Ambs to approve the agenda

Motion carried

#### 3. Approval of Minutes from January 9, 2015 IMAGIN Board of Directors meeting

Chad Collins moved and was supported by Andrew Brenner to approve the minutes from the February 6, 2015 IMAGIN Board of Directors meeting.

Thomas Van Bruggen offered a correction to the minutes after the motion and support. Van Bruggen stated that the action item located in section 9 titled Closing Roundtable needed correction. The correction is highlighted below:

AI-2015-17 – All Board members shall determine and candidate for the IMAGIN Volunteer of the Year award and submit them to the Awards committee by the March 13, 2015 Board of Directors meeting.

Pete Schneider stated that he would correct the error and send out updated minutes after the current meeting.

Thomas Van Bruggen asked Chad Collins if his motion was still acceptable and did likewise for the

seconding by Andrew Brenner. Both Collins and Brenner agreed that their motion and support was still valid.

Motion carried

#### 4. Treasurer's Report

Scott Ambs reported that the balance sheet shows total assets at \$10,296.75. Ambs also reported that based on last year analysis, conference registrations are up and that IMAGIN is in a better fiscal position than it was in January. Ambs noted that all numbers are affective for the end of February.

Chad Collins asked about any new non-member registrations. Thomas Van Bruggen stated that he would need to look into the details and could report back to Collins.

Bill Rowe moved to accept the Treasurer's Report. Dharmesh Jain supported Rowe.

Motion carried

#### 5. Old Business – Review Action Items

5.1. AI-2015-17 – All Board members shall determine a candidate for the IMAGIN Volunteer of the Year award and submit them to the Awards committee by the March 13, 2015 Board of Directors meeting.

TVB received one volunteer of the year nomination via email. Van Bruggen followed up with a nomination. Chad Collins also submitted a nomination.

Discussion was heard from Board members as for their reasoning for the nomination.

Scott Ambs motioned to recognize all nominations as Volunteers of the Year. Ambs' reasoning was that he would have difficulty voting for one person to receive the award when all were very deserving. Brodey Hill supported Ambs motion.

Motion carried to recognize multiple Volunteers of the Year.

Thomas Van Bruggen noted that the Professional Recognition Team will handle it the awards portion.

#### 6. IMAGIN Team Reports

##### 6.1. Executive Team

Thomas Van Bruggen reported that the Executive Team did not meet because Van Bruggen was in meetings and Schneider was out of the office. Van Bruggen did explain that the team has been working on the Bylaws review with the Nominating and Governance Team, which will be covered in section 7. Van Bruggen also made note that he has worked with the State of Michigan regarding their EIM, which will be covered in section 8.

##### 6.2. Conference Team

Andrew Brenner reported that the website has been updated. Brenner continued to inform the Board that currently we have received eight abstracts, but will need approximately three times that amount to fill our track list. Brenner asked the Board to drum up abstracts by calling their colleagues and asking them to submit content.

Brodey Hill asked Brenner if a document existed on Dropbox that showed who has submitted to alleviate duplicative efforts. Thomas Van Bruggen directed Hill and the rest of the Board to a document maintained by Maryellen Jansen on Dropbox.

Brenner continued by stating that he has biographies for Christian Carlson and David Behen but is still looking for abstracts from speakers

Brenner informed the Board that the Conference Team has decided to move forward with an Intro to Python class for the two-day workshop at the conference.

Brenner touched on a tentative March 31 deadline for paper submissions, and alluded to the possibility of extending that deadline.

Dharmesh Jain asked Brenner about the intent of the "GIS on the Go" track.

Brenner finished by stating that we have several vendor slots still open.

### 6.3. Communications Team

Sarah Merz reported that the Team is preparing for the spring newsletter with an anticipated release during the week of May 4, 2015. Merz informed the Board that she has a content deadline of April 10. She is also looking for more conference content. Merz informed the Board of her planned unavailability and has lined up Brodey Hill and Lori Schultz to fill her void during her absence on the Communications Team.

### 6.4. Membership Team

Shane Pavlak reported that he and his team have exchanged emails about different membership categories. Pavlak gave a very brief overview of his ideas for combining the membership and conference registration into one lump sum. Pavlak asked the Board for suggestions. Thomas Van Bruggen obliged Pavlak and created AI-2015-18:

AI – Review and provide feedback on proposed membership structure to the Membership Team by March 31, 2015.

### 6.5. Student Poster & Paper Competition

Pete Schneider reported that the SPPC is nearing completion for planning. He reported that Diane O'Connell and the rest of team has been working on finalizing a new rubric to cover both poster categories. Schneider stated that he needs to finalize video equipment and a schedule of events document. Schneider stated that they currently have six posters and zero papers.

Brodey Hill asked if it was normal to have zero papers at this juncture. Schneider replied it was not, but Spring Break is wreaking havoc on communications and he expects papers to come now that spring breaks are wrapping up.

Schneider asked the Board for an undisclosed amount of money (to be determined) to cover costs incurred by students for parking.

Scott Ambs moved to authorize a budget item to cover up to \$150.00 in expenses to cover parking for student poster and paper participants. Ambs was supported by Bill Rowe.

Motion carried

Schneider needs to contact Everett Root at the State of Michigan to get the rates for the parking

lot.

#### **6.6. Nominating & Governance**

**Bill Rowe reported that the team needs to finalize the ballot and is looking for the ballot to go out to the membership in late April or early May.**

**Rowe requested any nominations be sent to Bill Rowe or Lori Schultz**

#### **7. IMAGIN Bylaws Review Update**

**Thomas Van Bruggen reported that the Executive Team and Nominating and Governance Team as met twice. Van Bruggen is planning to have a draft of changes by the April 2, 2015 Board meeting. He would like to adopt them as a Board at the May meeting while presenting them for adoption to the full membership at the June annual meeting at the conference.**

#### **8. IMAGIN – The Way Forward**

**Thomas Van Bruggen tabled this discussion until the next meeting**

#### **9. Closing Roundtable**

**Chad Collins asked about the cost for renting the outside patio area at Great Wolf**

#### **10. Next Meeting Dates –**

**Next Face to Face Meeting - SPPC/ State of Michigan GIS User Group  
THURSDAY, April 2, 2015  
9:00 AM to 10:00 AM  
Lansing, MI**

#### **11. Adjournment**

**Motion to adjourn by Pete Schneider and supported by Michael Woods at 10:40 am.**

**Minutes respectfully submitted by Pete Schneider, Secretary - IMAGIN**

**State of Michigan EIM**

**Survey about parcel editing and surveying, getting a good survey response rate, upwards of 30%**