



IMAGIN Inc.
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2016/2017 Board of Directors:

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|--------------------------------------|-------------------------|------------------------|
| Thomas Van Bruggen: President (2017) | Chad Collins (2017) | Diane O'Connell (2018) |
| Sarah Merz: Vice President (2018) | Andrew Giguere (2018) | Bill Rowe (2018) |
| Scott Ambs: Treasurer (2017) | Brodey Hill (2018) | Lori Schultz (2017) |
| Pete Schneider: Secretary (2018) | Jonathon Merrick (2018) | Kathleen Stack (2017) |
| Keri Blough (2017) | Janet Mocadlo (2017) | Scott Swan (2018) |

Minutes of the IMAGIN Inc. Board of Directors Meeting **Friday, September 16, 2016** **Location: Teleconference**

1. Call to Order - Board Member Roll Call

1.1. President Thomas Van Bruggen called the meeting to order at 9:03 am

1.2. Roll Call

President Thomas Van Bruggen: Present
Vice President Sarah Merz: Present
Treasurer Scott Ambs: Present
Secretary Peter Schneider: Present
Chad Collins: Present
Andrew Giguere: Present
Brodey Hill: Present
Jonathon Merrick: Present
Janet Mocadlo: Present
Diane O'Connell: Present
Bill Rowe: Absent
Lori Schultz: Present
Kathleen Stack: Present
Scott Swan: Present

Quorum Obtained

Others present:
Keri Blough (City of Novi)
Maryellen Jansen (Riehl Solutions)

2. Approval of Agenda

Thomas Van Bruggen presented the agenda

Sarah Merz motioned and Brodey Hill supported the motion to approve the agenda.

Motion carried

3. Welcome Keri Blough as new IMAGIN Director

Thomas Van Bruggen motioned to affirm Keri Blough (City of Novi) as a new IMAGIN Director. Kathleen Stack supported the motion.

Motion carried

Thomas Van Bruggen welcomed Keri Blough to the IMAGIN Board of Directors. Blough's appointment fills the void left after Michael Woods' resignation.

4. Approval of Minutes from August 12, 2016 IMAGIN Board of Directors Meeting

Pete Schneider noted that the date for the minutes is incorrect in the sub-header. It is listed as Friday, June 10, 2016.

Lori Schultz moved and Jonathon Merrick supported the motion to approve the minutes of the August 12, 2016 meeting with the changes that Schneider noted.

Motion carried

5. Treasurers Report

Scott Ambs presented the Treasurers report. Ambs reported that IMAGIN has \$27,324.61 across all accounts as of end of August. In comparing to the same period in 2015, IMAGIN is up roughly \$7,000.

Ambs continued by stating that IMAGIN had \$72,287.85 in total income for 2016. Last year, IMAGIN had \$77,497.77 last year.

Ambs mentioned that IMAGIN was \$4,112.85 over budget on the total income line item.

Brodey Hill asked if there was a limit to the amount of money you can have in accounts or transfer as a non-profit.

Brodey Hill moved and Chad Collins seconded the motion to accept the Treasurers Report.

Motion carried

6. Old Business – Review Action Items

Thomas Van Bruggen reviewed the open action items.

AI-2017-01: All Board members shall search for articles that can be used in future newsletters

AI-2017-03: Teams need to clean up the Dropbox files for their respective team by the September 16, 2016 meeting.

AI-2017-04: All teams must SMART goals developed by the September 16, 2016 meeting.

AI-2017-05: All team chairs shall submit their budgets to the Treasurer by the end of the day August 26, 2016.

AI-2017-06: All board members need to update/change passwords for Dropbox due to security concerns from Dropbox.

Van Bruggen closed AI-2017-03, AI-2017-05, and AI-2017-06

7. IMAGIN Board of Directors Policies

Thomas Van Bruggen instructed board members that were not in attendance at the planning session and new appointees to the board need to sign and return IMAGIN Board of Directors policies to Maryellen Jansen.

8. IMAGIN FY2017 Budget Adoption

Scott Ambs presented the FY2017 proposed budget.

Pete Schneider motioned to accept the budget. Chad Collins supported the motion.

Motion carried

9. Riehl Solutions Professional Management Services Contract

Thomas Van Bruggen motioned to amend the contract for services between IMAGIN and Riehl Solutions to include three statements.

A motion was heard by Scott Ambs with support from Sarah Merz to amend the contract between IMAGIN and Riehl Solutions

Motion carried

Scott Ambs submitted a motion to enter into a contract with Riehl Solutions with the aforementioned addendum. Pete Schneider supported the motion.

Motion carried

10. Team Reports

10.1. Executive Team

Thomas Van Bruggen reported that the team met on Wednesday and reviewed the proposed budget, discussed year-end finances, and prepped the agenda for the meeting.

10.2. Communications Team

Sarah Merz reported that the team met this week and that the team's SMART goals are complete. Merz continued by stating that the team has feelers out for feature articles and that Van Bruggen will begin updating the website with new information

Van Bruggen addressed action item AI-2017-01 by stating that the team has gotten very little return from this action item. He urged all Board members to help find articles.

10.3. Conference Team

Chad Collins reported that the team met a couple weeks ago. They are busy looking for keynote speakers.

Brodey Hill has started social event planning

Collins stated that the team needs to determine Esri involvement and if we have the space to run the hands-on learning lab (HOLL) again? Collins is also investigating having the State of Michigan GIS User Group run in concert with IMAGIN again.

Kathleen Stack is starting to get moving on track and program setup.

The team's SMART goals are complete.

10.4. Nominating & Governance Team

Lori Schultz reported that an updated attendance document is on Dropbox and that the team would prefer to know sooner rather than later of Board member's intent on running for re-election.

10.5. Professional Development Team

Scott Ambs reported that the team has met a few times, however they have not yet developed their SMART goals. The team is looking to send out a survey to the contact list to begin marketing meetups.

10.6. Student Poster & Paper Competition Team

Andrew Giguere reported that the team has met several times and that the major logistics have been coordinated. The team will run the competition at Lansing Community College

and will partner with the State of Michigan to run the day's events. Giguere informed the Board that the team has restructured its poster competition categories.

11. State of Michigan Parcel Pilot Program Update

Thomas Van Bruggen reported that the State is developing applications to use the parcel data and are looking at data exchange scenarios.

12. U of M Dearborn GIS Day Event

Thomas Van Bruggen reported that the University of Michigan – Dearborn has invited IMAGIN to participate in their GIS Day festivities.

13. New Business

No new business was heard.

14. Upcoming Meetings

- 14.1. October 14, 2016 9:30 am to 1:00 pm – Board Meeting – Face to Face – Mt. Pleasant, MI
- 14.2. November 18, 2016 9:00 am to 10:30 am – Board Meeting Teleconference
- 14.3. December 9, 2016 9:00 am to 10:30 am – Board Meeting Teleconference

15. Closing Roundtable

Nothing was heard during the closing roundtable.

16. Adjournment

Pete Schneider motioned and Sarah Merz supported the motion to adjourn the September 16, 2016 IMAGIN Board of Directors 10:44 am.

Minutes respectfully submitted by Pete Schneider, Secretary - IMAGIN