



IMAGIN Inc.
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2016/2017 Board of Directors:

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 Moadlo (2017)	Scott Swan (2018)

Minutes of the IMAGIN Inc. Board of Directors Meeting

Friday, November 18, 2016

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
Keri Blough: Present
Chad Collins: Present
Andrew Giguere: Present
Brodey Hill: Present
Jonathon Merrick: Present
Janet Moadlo: Present
Diane O'Connell: Present
Bill Rowe: Absent
Lori Schultz: Present
Kathleen Stack: Present
Scott Swan: Present

Quorum Obtained

Others present:
Maryellen Jansen (Riehl Solutions)

2. Approval of Agenda

Thomas Van Bruggen presented the agenda.

Sarah Merz motioned and Scott Ambs supported the motion to approve the agenda.

Motion carried

3. Approval of Minutes from October 14, 2016 IMAGIN Board of Directors Meeting

Thomas Van Bruggen asked for approval of the minutes from the October 14, 2016 IMAGIN Board of Directors meeting.

Sarah Merz motioned to approve and Keri Blough seconded the motion to approve the minutes from the October 14, 2016 IMAGIN Board of Directors meeting.

Motion carried

4. Treasurers Report

Scott Ambs reported that he and Maryellen Jansen have finished and filed the organizations taxes. Ambs stated that the taxes have been accepted by both the State of Michigan and the United States government.

Ambs continued by reporting that the balance sheet shows \$23,054.64 across all accounts. Ambs and Jansen took time to calculate remaining expenses for the calendar year so they can anticipate the organizations anticipated cash flow. Ambs recommended moving \$7,000.00 from checking to savings based on that projected cash flow.

Lori Schultz motioned and Jon Merrick supported the motion to accept the Treasurers Report.

Motion carried

5. 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-2017-04: All teams must SMART goals developed by the September 16, 2016 meeting.

Scott Ambs informed the Board that the Professional Development Team has completed a draft of their SMART goals.

Van Bruggen closed action item AI-2017-04.

6. Team Reports

6.1. Executive Team

Thomas Van Bruggen reported that the team met on Thursday 11/17 and discussed the meeting agenda. The team also discussed the budget and pending transfer of funds, as outlined in the Treasurers Report. The team also discussed potential Esri/IMAGIN topics.

6.2. Conference Team

6.2.1. 2017 Report

Chad Collins discussed that Esri would like to gauge interest in another instructor led course. The team will likely send out a survey to gauge that interest. Collins is also arranging for the return of the Hands-On Learning Lab. Collins stated that the marketing team is ramping up efforts and has a post card that is almost ready to be mailed. Collins sought input on the best time to mail the post card out. Collins brought up keynotes and that the team is going to review the submissions that the Board gave him.

Brodey Hill reported that the team is meeting next week and that they are figuring out different options for social events.

Janet Moadlo will start contacting in December and January for silent auction donations.

6.2.2. 2018 Report

Thomas Van Bruggen reported that IMAGIN has signed a contract with Park Place Hotel and Conference Center for the 2018 conference.

6.3. Communications Team

Sarah Merz reported that the newsletter should be received by the membership in the near future. They are starting to work on the winter newsletter

Merz stated that website updates are moving along and that email blasts will be going out soon.

6.4. Nominating & Governance Team

Lori Schultz had nothing new to report.

6.5. Professional Development Team

Scott Ambs reported that the team met this week and has a draft copy of their SMART goals. Ambs stated that the team has determined five regions that are best suited for hosting a meet up and are working through some logistics.

Thomas Van Bruggen has looked into a Meetup membership.

6.6. Student Poster & Paper Competition Team

Andrew Giguere reported that the team has started their search for a judge panel. They have one confirmation and three partial confirmations. Contacts will resume in early December.

7. U of M Dearborn GIS Day Program – Event Report

Keri Blough reported that watched a lot of good presentations. Presentations were 15-20 minutes, however she felt many presenters could have used more time. She finished by saying that she had some people come by and take post cards and business cards.

8. Esri / IMAGIN Partnerships

This section was covered during the Executive Team report in section 6.1.

9. State of Michigan Parcel Pilot Program Update

Thomas Van Bruggen stated that there has been no progress recently.

10. New Business

No new business heard.

11. Upcoming Meetings

- 11.1. November 18, 2016 9:00 am to 10:30 am – Board Meeting Teleconference
- 11.2. December 9, 2016 9:00 am to 10:30 am – Board Meeting Teleconference
- 11.3. January 13, 2017 9:00 am to 10:30 am – Board Meeting Teleconference
- 11.4. February 10, 2017 9:00 am to 10:30 am – Board Meeting Teleconference
- 11.5. March 10, 2017 9:30 am to 1:00 pm – Board Meeting – Face to Face – Mt. Pleasant, MI

12. Closing Roundtable

Keri Blough discussed the usage of her Wines for Humanity gift card that she won during the 2016 silent auction. Blough offered some ideas for the future.

Thomas Van Bruggen informed the Board that IMAGIN has purchased a drone for the conference giveaway.

13. Adjournment

A motion to adjourn at 10:30 am was offered by Pete Schneider and seconded by Lori Schultz.

Motion carried

Minutes respectfully submitted by Pete Schneider, Secretary - IMAGIN

Profit & Loss Statement [Cash]

October 2016

11/1/16
11:54:02 AM

Income		
Membership Dues		
Membership Dues	2,650.00	
Total Membership Dues	<u>2,650.00</u>	
Dividend Income	0.48	
Total Income		<u>2,650.48</u>
Expenses		
Credit Card Processing Fees		41.52
Board Meetings		
Mileage / Travel Expenses	77.24	
Total Board Meetings	<u>77.24</u>	
Team Expenses		
Communications Team - Printing	580.00	
Total Team Expenses	<u>580.00</u>	
Postage & Delivery		
Postage	57.48	
Total Postage & Delivery	<u>57.48</u>	
Professional Fees		
Professional Fees	2,375.00	
Total Professional Fees	<u>2,375.00</u>	
Telephone		
Telephone - Conference Calls	20.00	
Total Telephone	<u>20.00</u>	
Total Expenses		<u>3,151.24</u>
Operating Profit		<u>-500.76</u>
Other Expense		
Net Profit/(Loss)		<u><u>-500.76</u></u>

IMAGIN, Inc.
416 S Cedar St
Suite C
Lansing, MI 48912

Balance Sheet [Cash]

As of October 2016

11/1/16
11:53:21 AM

Assets		
Imagin Savings S1	7,104.84	
Educational Scholarship Fund	4,292.25	
Imagin Checking S4	11,582.55	
Undeposited Funds	75.00	
Total Assets		<u>23,054.64</u>
Liabilities		
Equity		
Temporary Unrestricted	2,630.00	
Retained Earnings	20,925.40	
Current Earnings	-500.76	
Total Equity		<u>23,054.64</u>
Total Liability & Equity		<u>23,054.64</u>