



IMAGIN Inc.
416 South Cedar St, Ste C
Lansing, MI 48912
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866-298-2115
www.imagin.org

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, December 9, 2016

Location: Teleconference

1. Call to Order - Board Member Roll Call

1.1. President Thomas Van Bruggen called the meeting to order at 9:04 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: Absent
Chad Collins: Present
Andrew Giguere: Absent
Brodey Hill: Present
Jonathon Merrick: Present
Janet Moadlo: Absent
Diane O'Connell: Present
Bill Rowe: Absent
Lori Schultz: Present
Kathleen Stack: Present
Scott Swan: Absent

Quorum Obtained

Others present:
Maryellen Jansen (Riehl Solutions)

2. Approval of Agenda

Thomas Van Bruggen presented the agenda.

Sarah Merz motioned and Jon Merrick supported the motion to approve the agenda.

Motion carried

3. Approval of Minutes from November 18, 2016 IMAGIN Board of Directors Meeting

Thomas Van Bruggen asked for approval of the November 18, 2016 IMAGIN Board of Directors meeting minutes.

Chad Collins motioned, Sarah Merz seconded the motion to approve the minutes from the November 18, 2016 IMAGIN Board of Directors meeting.

Motion carried

4. Treasurers Report

Scott Ambs reported that the balance sheet shows \$23,081.00 in total assets. Ambs continued by stating that the Profit/Loss statement shows \$5881.08 in newly paid membership dues.

Pete Schneider asked Ambs if the \$7,000 that was approved to be moved from checking to savings during the November meeting had been completed. Ambs indicated that it is complete and the Balance Sheet reflects that number.

Lori Schultz motioned and Jon Merrick supported the motion to approve 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

Van Bruggen elected to keep AI-2017-01 open.

6. Team Reports

6.1. Executive Team

Thomas Van Bruggen reported that the team met on Thursday 12/8/2016 and reviewed the agenda for the meeting and discussed conference related items.

6.2. Conference Team

Chad Collins reported that the Hands-On Learning Lab is pending approval. Collins stated that according to Esri, approval could take several months.

Collins continued by stating that a Survey Monkey survey has been disseminated which will gauge member interest in running an educational class either at the conference or as a standalone class.

Collins stated that conference postcards should be delivered this week. Several Board members indicated they had received the postcard.

Maryellen Jansen reported that there has been one abstract submitted. Collins request that the call for abstracts be advertised via social media and through the State of Michigan ListServe.

Collins finished by stating that he has been in contact, or tried to contact several keynotes, with varying results.

Brodey Hill reported that one of the social events for Sunday has been planned and that a down payment has been made. Hill reported that the Executive Team will take over planning of the vendor reception.

6.3. Communications Team

Sarah Merz reported that the winter newsletter will go to the printer in early February with an estimated delivery of mid-February. Currently they have content for the newsletter. They will need social events and conference content.

6.4. Nominating & Governance Team

No update was given.

6.5. Professional Development Team

Scott Ambs reported that the team met this week and that almost everything is set up for the social meet ups. They are currently trying to solidify the Upper Peninsula and West Michigan meet up location. Meet ups are currently scheduled for January 19, 2017 at 6:00 pm. There will be five meet ups occurring simultaneously around the state.

6.6. Student Poster & Paper Competition Team

Pete Schneider reported that the team is busy making its second round contacts before schools dismiss for their holiday break.

7. State of Michigan Parcel Pilot Program Update

Thomas Van Bruggen reported that there is no update for the current status of the State of Michigan Parcel Pilot program.

8. New Business

Pete Schneider asked if any Board members attended the State of Michigan GIS User Group meeting on 12/2/2016.

9. Upcoming Meetings

- 9.1. January 13, 2017 9:00 am to 10:30 am – Board Meeting Teleconference
- 9.2. February 10, 2017 9:00 am to 10:30 am – Board Meeting Teleconference
- 9.3. March 10, 2017 9:30 am to 1:00 pm – Board Meeting – Face to Face – Mt. Pleasant, MI
- 9.4. April 6, 2017 9:30 am to 3:30 pm – IMAGIN SPPC and State GIS Meeting – Lansing, MI
- 9.5. April 14, 2017 9:00 am to 10:30 am – Board Meeting Teleconference
- 9.6. May 12, 2017 9:00 am to 10:30 am

10. Closing Roundtable

Thomas Van Bruggen briefly explained that he has added forum technology to the website and mentioned that Board members should check it out.

11. Adjournment

A motion to adjourn was offered by Pete Schneider and supported by Kathleen Stack at 9:58 am.

Motion carried

Minutes respectfully submitted by Pete Schneider, Secretary - IMAGIN

Profit & Loss Statement [Cash]

October 2016 through November 2016

12/6/16
11:23:54 AM

Income		
Membership Dues		
Membership Dues	5,880.00	
Total Membership Dues		<u>5,880.00</u>
Dividend Income		1.08
Total Income		<u>5,881.08</u>
Expenses		
Credit Card Processing Fees		56.40
Board Meetings		
Mileage / Travel Expenses	77.24	
Total Board Meetings		<u>77.24</u>
Team Expenses		
Communications Team - Printing	865.00	
Total Team Expenses		<u>865.00</u>
Conference Expenses		
Marketing / Graphics		
Postage	58.23	
Attendee Premiums/Give Aways	401.74	
Total Conference Expenses		<u>459.97</u>
Postage & Delivery		
Postage	126.87	
Total Postage & Delivery		<u>126.87</u>
Professional Fees		
Professional Fees	4,750.00	
Total Professional Fees		<u>4,750.00</u>
Telephone		
Telephone - Conference Calls	20.00	
Total Telephone		<u>20.00</u>
Total Expenses		<u>6,355.48</u>
Operating Profit		<u>-474.40</u>
Other Expense		
Net Profit/(Loss)		<u><u>-474.40</u></u>

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Profit & Loss [Last Year Analysis - Cash]

October 2016 through November 2016

12/6/16
 11:28:10 AM

	This Year	Last Year	\$ Difference
Income			
Membership Dues			
Membership Dues	5,880.00	3,845.00	2,035.00
Total Membership Dues	<u>5,880.00</u>	<u>3,845.00</u>	<u>2,035.00</u>
Dividend Income	1.08	0.76	0.32
Educational Class Registration	0.00	1,670.00	-1,670.00
Total Income	<u>5,881.08</u>	<u>5,515.76</u>	<u>365.32</u>
Expenses			
Bank Service Charges	0.00	1.00	-1.00
Credit Card Processing Fees	56.40	141.55	-85.15
Board Meetings			
Board Meeting Lodging Expenses	0.00	235.44	-235.44
Mileage / Travel Expenses	77.24	86.02	-8.78
Total Board Meetings	<u>77.24</u>	<u>321.46</u>	<u>-244.22</u>
Team Expenses			
Communications Team - Printing	865.00	261.32	603.68
Total Team Expenses	<u>865.00</u>	<u>261.32</u>	<u>603.68</u>
Conference Expenses			
Marketing / Graphics			
Postage	58.23	0.00	58.23
Attendee Premiums/Give Aways	401.74	0.00	401.74
Social Event Expenses			
PreConference Social Activity	0.00	200.00	-200.00
Total Conference Expenses	<u>459.97</u>	<u>200.00</u>	<u>259.97</u>
Educational Class Expense	0.00	53.19	-53.19
Postage & Delivery			
Postage	126.87	85.55	41.32
Total Postage & Delivery	<u>126.87</u>	<u>85.55</u>	<u>41.32</u>
Professional Fees			
Professional Fees	4,750.00	4,750.00	0.00
Total Professional Fees	<u>4,750.00</u>	<u>4,750.00</u>	<u>0.00</u>
Telephone			
Telephone - Conference Calls	20.00	0.00	20.00
Total Telephone	<u>20.00</u>	<u>0.00</u>	<u>20.00</u>
Web Hosting	0.00	44.58	-44.58
Total Expenses	<u>6,355.48</u>	<u>5,858.65</u>	<u>496.83</u>
Operating Profit	<u>-474.40</u>	<u>-342.89</u>	<u>-131.51</u>
Other Expense			
Net Profit/(Loss)	<u><u>-474.40</u></u>	<u><u>-342.89</u></u>	<u><u>-131.51</u></u>

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Balance Sheet [Cash]

As of November 2016

12/6/16
11:23:15 AM

Assets		
Imagin Savings S1	14,105.26	
Educational Scholarship Fund	4,292.43	
Imagin Checking S4	3,563.31	
Undeposited Funds	1,120.00	
Total Assets	<u>23,081.00</u>	
Liabilities		
Equity		
Temporary Unrestricted	2,630.00	
Retained Earnings	20,925.40	
Current Earnings	-474.40	
Total Equity	<u>23,081.00</u>	
Total Liability & Equity	<u>23,081.00</u>	