



IMAGIN Inc.
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2017/2018 Board of Directors:

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|--------------------------------------|-----------------------|------------------------|
| Thomas Van Bruggen: President (2019) | Chad Collins (2019) | Jon Merrick (2018) |
| Sarah Merz: Vice President (2018) | Andrew Giguere (2018) | Jason Moore (2019) |
| Pete Schneider: Treasurer (2018) | Brodey Hill (2018) | Diane O'Connell (2018) |
| Janet Moadlo: Secretary (2019) | April Kibby (2019) | Bill Rowe (2018) |
| Keri Blough (2019) | Karl Linderoth (2019) | Scott Swan (2018) |

Minutes of the IMAGIN Inc. Board of Directors Meeting

Friday, February 9, 2018

Location: Teleconference

1. Call to Order - Board Member Roll Call
 - 1.1. President Thomas Van Bruggen called the meeting to order at 9:32 am
 - 1.2. Roll Call
 - President Thomas Van Bruggen: Present
 - Vice President Sarah Merz: Present
 - Treasurer Peter Schneider: Present
 - Secretary Janet Moadlo: Present
 - Keri Blough: Present
 - Chad Collins: Present
 - Andrew Giguere: Present
 - Brodey Hill: Present
 - April Kibby: Present
 - Karl Linderoth: Absent
 - Jon Merrick: Present
 - Jason Moore: Present
 - Diane O'Connell: Present
 - Bill Rowe: Present
 - Scott Swan: Present

Quorum obtained

Others present:
Maryellen Jansen (Riehl Solutions)

2. Approval of Agenda
 - President Thomas Van Bruggen presented the agenda. Chad Collins motioned to approve the agenda. Jon Merrick supported.

Motion carried.

3. Approval of Minutes from January 12, 2018 IMAGIN Board of Directors Meeting
 - Van Bruggen asked for approval of the minutes from the January 12, 2018 teleconference meeting. Keri Blough motioned and Jason Moore supported the approval of the minutes.

Motion carried.

4. Treasurer's Report
 - Pete Schneider reported that the balance sheet shows \$32,279.28 across all accounts. This is an increase of \$2,137.12 compared to the December 2017 balance sheet. The January balance sheet includes \$1,593.94 of un-deposited funds. Noticeable expenses this month include the reimbursement of \$422.94 to Merrick for

the drone giveaway, \$200.00 in graphic design fees for the conference, \$192.83 for marketing, \$100.00 to the City of Lansing to register as a civic non-profit, and the Riehl Solutions retainer fee.

Currently we have 12 people registered for the conference, four conference sponsorships, and four people registered for the Sunday night social activity. Those credits are reflected in the Account Transactions document in Dropbox.

Van Bruggen asked for a motion to approve the Treasurer's report as presented. Janet Moadlo so motioned, with support by Sarah Merz.

Motion carried.

4.1. Budget Amendment – Wild Apricot Database/Website Software fee increase

Schneider informed the Board that Wild Apricot will be increasing their pricing structure. Currently we pay \$1,405/year. The fees will go to \$1,728/year. This is a difference of \$323.00. The pricing structure takes place on our next renewal date, which is in September.

Schneider offered a motion to the Board for a budget amendment to line item 73 titled Licensing Fees (AGO, ElectionBuddy, WildApricot) to increase the budgeted amount from \$1,810 to \$2,060, a difference of \$250. Merrick supported the motion.

Motion carried

5. Old business – Review Action Items

5.1. No action items to review as all were closed at the last board meeting.

No old business brought up for discussion.

6. Team Reports

6.1. Executive Team

The Executive Team met via teleconference and discussed the agenda for the board meeting, board nominations, and heard a brief update on conference plans.

6.1.1. Nominating and Governance

Bill Rowe reported that meeting attendance has been good, reminded the board to notify him of your intent to run. He also noted that we need nominations within the next few months to prepare the bios and ballot for the June meeting.

Van Bruggen officially polled the 8 members that are up for re-election. Merrick, Merz, Schneider and Swan will be running for re-election.

Van Bruggen created **AI-2018-06 – All board members shall actively search for and engage potential board members for 2018-2019**

6.2. Communications Team

Merz reported the team should have enough content for the next newsletter. The feature article will be from John Nelson of ESRI. She would like to have the bios for the conference keynote speakers, and registration information. The newsletter is set to go out in a few weeks. Van Bruggen mentioned to add

content on board nominations, membership renewals, conference social events, and the next IMAGIN meetup date of April 17, 2018

Brodey Hill reported social media is going well and they have enough content to share.

Van Bruggen and Merz will meet soon to discuss the e-blast schedule. Next e-blast going out will be call for presentations. Van Bruggen the IMAGIN website should be fully up to date with conference content.

Finally, Merz noted the spring newsletter set for May will be mainly conference information and a feature article is needed.

6.3. Conference Team

Collins and other team members reported on the following items:

- Nothing new to report with ESRI involvement.
- The State of Michigan will not have their quarterly meeting at the conference, hoping for some involvement from them.
- Keynotes have been secured. Monday is Tim Cusack, Tuesday is Marilyn Sanders from the Census Bureau.
- We will need to start the Monday keynote a bit earlier to accommodate Tim's schedule.
- Advertising is going well, Van Bruggen will post conference information up to the state listserv by April 2, 2018.
- Postcards may not have been delivered to all recipients.
- Merrick and Blough will be repeating the ArcGIS Online workshop at the conference.
- Have 4 sponsors for the conference so far, one silver and all social event sponsorships are taken.
- Maryellen Jansen mentioned the conference program is coming together, one vendor blast has been sent out already, and the Executive Team needs to discuss the format of the vendor appreciation event at their next meeting.
- Hill reported the tracks are set and will run with the same format. Schneider stated the team should look at the session lengths again and get a timeline together. Mocado asked if the team could offer a longer transition time between sessions Tuesday morning to help with hotel checkout. The conference team will look into that.
- Van Bruggen will work with the conference team to get a loose agenda up on the website.
- April Kibby noted the social events are pretty well solidified. The bingo cards are finished for the Monday night event. Would be nice to put a story map of the locations up on the IMAGIN AGO account and add it to the conference app. Hill mentioned they will need people to sit at each of the 9 stops.
- Swag Team is working on the button designs and solidifying the conference giveaways.
- Diane O'Connell reported the award nominations are open until May 1, 2018. She reminded the board that volunteer of the year nominations are needed.
- Van Bruggen stated the Map Gallery team has been working on reformatting the map gallery competition. They are still finalizing details, but new categories, scoring rubrics, offering prizes and plaques to winners have been discussed. Possibly use the conference app to do a People's Choice vote for the map gallery.
- Mocado reported the silent auction portion is going well, we have a few donations in.
- There is a conference app folder on Dropbox, use that to post wanted app content.

6.4. Professional Development Team

The team met on February 8th and discussed the social meetups. All seemed to go very well. A day of the week change was offered for the next round of meetups as some days just don't work for everyone. The next meetup will be Tuesday, April 18th. Jason Moore will get an email out to the meetup coordinators. The team also discussed topics, timing and locations for the next workshop. They will look into having a vendor present.

6.5. Recognition Team/Awards

Covered under the conference team report.

7. New Business

Van Bruggen did not have a report to share on State of Michigan initiatives. He will be attending the Michigan Surveyor's conference February 22nd, representing IMAGIN.

Hill gave an update on the state-wide asset management pilot project; they are working on a report about the project, he will be attending a summit the state is hosting to try to get private and public entities to work more closely together and coordinates plans.

8. Upcoming Meetings

March 9, 2018 – 9:30 AM to 11:00 AM – Teleconference Meeting

April 13, 2018 – 9:30 AM to 11:00 AM – Teleconference Meeting

May 11, 2018 – 9:30 AM to 1:00 PM – Face to Face Meeting (Traverse City)

June 9, 2018 – 9:30 AM to 11:00 AM – Teleconference Meeting

June 17 to 19, 2018 – IMAGIN Conference

July 20, 2018 – 9:30 AM to 11:00 AM – Teleconference Meeting

August 10, 2018 – 9:30 AM to 11:00 AM – Teleconference Meeting

September 14, 2018 – 9:30 AM to 3:00 PM – Planning Session – Face to Face – Location TBD

October 12, 2018 – 9:30 AM to 11:00 AM – Teleconference Meeting

November 9, 2018 – 9:30 AM to 1:00 PM – Face to Face Meeting – Location TBD

December 7, 2018 – 9:30 AM to 11:00 AM – Teleconference Meeting

9. Closing Roundtable

Merrick mentioned he spoke with Lisa Martin from MDOT at the last meetup. They discussed a possible roundtable at the conference between surveyors and the GIS realm about remonumentation.

10. Adjournment

Van Bruggen asked for a motion to adjourn the meeting. Schneider motioned with support from Scott Swan.

Meeting adjourned at 10:41 am

Minutes respectfully submitted by Janet Mocadlo, IMAGIN Secretary