



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

Executive Team:  
Thomas Van Bruggen: President (2021)  
Pete Schneider: Vice President (2022)  
Ariana Toth: Secretary (2022)  
Sarah Merz: Treasurer (2022)

## 2020/2021 Board of Directors:

Rawan Alhabbal (2021)	Jon Merrick (2022)
Tony Bedogne (2021)	Janet Moadlo (2021)
Keri Blough (2021)	Jason Moore (2021)
Brody Hill (2022)	Scott Swan (2022)
Eric Kerney (2022)	Jerry Swanson (2022)
April Kibby (2021)	

## **Minutes of the IMAGIN Inc. Board of Directors Meeting** **Friday, September 18, 2020** **Location: GoTo Meeting**

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

President Thomas Van Bruggen called the meeting to order at 9:36 a.m.

#### Roll Call

President Thomas Van Bruggen, GISP: Present  
Vice President Peter Schneider, GISP: Present  
Treasurer Sarah Merz: Present  
Secretary Ariana Toth, GISP: Present  
Rawan Alhabbal: Present  
Anthony Bedogne, GISP: Present  
Keri Blough: Present  
Brody Hill, GISP: Present  
Eric Kerney: Tardy  
April Kibby: Present  
Jon Merrick: Present  
Janet Moadlo: Present  
Jason Moore: Present  
Scott Swan, GISP: Present  
Jerry Swanson: Present

#### **Quorum obtained.**

Others present:

Traci Riehl (Riehl Solutions)  
Debbie Quintieri (Riehl Solutions)

### 2. Approval of Agenda

Thomas Van Bruggen asked for a motion to approve meeting agenda.

Motion to approve made by Pete Schneider. Support by Tony Bedogne.

**Motion carried.**

### 3. Welcome, Introductions of New Board Members

### 4. Approval of the Minutes from July 10, 2020 Board of Directors Meeting

Motion to approve made by Keri Blough. Support by Jon Merrick.

**Motion carried.**

### 5. Old Business – Action Item Review

- 5.1. **AI-2020-02:** All board members, up for election or not, are requested to complete the board nomination GeoForm because it allows you to provide your own bio instead of just answering questions.  
Action Item Closed.

6. Treasurer's Report

Total Assets	\$36,746.41
October 2019 – August 2020 Total Profit & Loss	(\$17,447.34)

Bank Account Changes – MSU Credit Union Accounts are fully set up. Funds will be transferred in the next month or two as automatic payments are redirected.

Motion to approve Treasurer's Report made by Rawan Alhabbal. Support by Pete Schneider.

**Motion carried.**

2021 Budget Preparation – 2021 Budget approval will occur at the October meeting this year. Discussion of budget scheduled for afternoon planning session.

7. Management Update / Management Contract

7.1. IMAGIN's Dropbox is housed under the Riehl Solutions Account, if your personal account is a free account, your total Dropbox space, including access to IMAGIN files, is limited to 2 GB. Older files have been archived to Riehl Solutions folders to free up space.

7.2. Management Contract is annual and expires at the end of September. We will continue with management off-contract for up to three months through the end of the year, to be back-billed once our 2021 budget is approved by the board. This courtesy is being extended by Riehl Solutions in light of the current pandemic.

8. Team Reports

8.1. Executive Team – Thomas Van Bruggen

8.1.1. Met last week to discuss our management contract, agenda for this meeting, ability to hold the 2021 conference, sent out a 2021 conference attendance survey to the membership.

8.2. Awards Team – Thomas Van Bruggen

8.2.1. Has not met in the past month since the general membership meeting and awards presentation. Tom still needs to update the website. The Story Map created for the awards presentation has received 543 views.

8.3. Communications Team – Ariana Toth

8.3.1. Newsletter transitioned to an e-Newsletter thanks to Keri and April.

8.3.2. Team has not met in the past month.

8.3.3. October 22 is Keri's goal for the next e-Newsletter; Rawan and Jessica Kane are helping with content.

8.4. Conference Team – Pete (temporary chair)

8.4.1. Planning for 2021 has not really moved forward yet. This will be discussed more later today.

8.5. Governance Team (Ad-Hoc)

8.5.1. Governance is not meeting at this point; it will be reformed as we prepare for the next election or if we have a need to review bylaws.

8.6. Professional Development Team – Tony Bedogne / Jon Merrick

8.6.1. GoToMeeting was acquired to help facilitate virtual workshops and meetings.

8.6.2. Workshops are very time-consuming to plan and we have ideas but actually planning and hosting these events has not yet happened this year.

8.7. Strategic Planning Team – Thomas Van Bruggen

8.7.1. Nothing yet has happened with this team since it has been created. We can discuss the future of this team later during the planning session this afternoon.

9. State of Michigan Program updates

9.1. MiSAIL Enhancement and Expansion Program

9.1.1. Discussion about cost of imagery acquisition across the State and implementing a 3 to 4-year repeat program at 6-inch resolution seems likely.

9.2. MSP NG-9-1-1 Grant Program

- 9.2.1. Grant has to create a State-wide address point layer. Reports about data cleaning and address scrubbing are being finalized.
- 9.2.2. This is also being discussed this morning at the virtual MiCAMP conference.
- 9.3. 2022 NGS Datum Update and Associated Changes
  - 9.3.1. No update

10. New Business

No new business.

11. IMAGIN Board of Directors Policies Review & Signatures

- 11.1. Policy 2010-01: Confidentiality
- 11.2. Policy 2010-02: Document Retention
- 11.3. Policy 2010-03: Non-Discrimination / Anti-Harassment
- 11.4. Policy 2010-04: Whistleblower

All board members must sign all policies for this new year.

New Action Item **AI-2020-03: All board members are to sign and return the signed forms to Debbie within the next week. Email to [info@imagin.org](mailto:info@imagin.org).**

12. 2020/2021 IMAGIN Board Meeting Schedule

- 12.1. Tentative Dates shared with the Board; calendar invites will be sent once we discuss.
- 12.2. Next meeting date set for October 9, 2020.

13. Adjournment / Break

Motion to adjourn made by Pete Schneider. Support by Sarah Merz.

Meeting adjourned at 10:38 am.

**Minutes respectfully submitted by Ariana Toth, Secretary – IMAGIN.**