



IMAGIN Inc.
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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, October 9, 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: Absent
Rawan Alhabbal: Absent
Anthony Bedogne, GISP: Present
Keri Blough: Present
Brody Hill: Present
Eric Kerney: Present
April Kibby: Present
Jon Merrick: Present
Janet Moadlo: Present
Jason Moore: Present
Scott Swan, GISP: Present
Jerry Swanson: Present

Quorum obtained.

Others present:

Debbie Quintieri, Traci Riehl (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 Sarah Merz.

Motion carried.

3. Approval of the Minutes from September 18, 2020 Board of Directors Meeting/Planning Session.

Motion to approve made by Scott Swan. Support by Pete Schneider.

Motion carried.

4. Treasurer's Report

4.1. Sarah Merz gave an overview of the financials provided. September 2020 we have assets of approximately \$35,000. The next Riehl Solutions retainer has not been paid, but Traci has agreed to hold off on this until the new contract is presented and approved and some membership dues start to come in with the hopes of not dipping into the CD.

Motion to approve Treasurer's Report made by Jason Moore. Support by Pete Schneider.

Motion carried.

5. Old Business / Action Item Review

5.1. AI 2020-03: All board members are to sign and return the signed forms to Debbie within the next week.

Missing: Keri Blough, Jon Merrick, Jason Moore, Scott Swan, Jerry Swanson

Please get the required governance forms completed and emailed to Debbie.

6. Team Reports

6.1. Executive Team – Thomas Van Bruggen

- The team met and reviewed the budget which we will hear more about later in the meeting.

6.2. Awards Team – Thomas Van Bruggen

- No report

6.3. Communications Team – Ariana Toth

- Keri Blough gave an update on the newsletter. Rawan and Keri are working on content ideas. If anyone has any ideas for the focus article, please let Keri know.
- Hoping to have the newsletter completed by the last week in October or first week in November.
- There are some website updates that need to be completed. Tom will be working on these.

6.4. Conference Team – No Chair

- Pete has been acting as the chair. We will begin to get into planning after this meeting.

6.5. Professional Development Team – Tony Bedogne / Jon Merrick

- We had a lot of people sign up to give presentations at our last conference that was cancelled. These presentations will now be provided to the membership via the “IMAGIN Webinar Series”. We have 14 interested presentations at this time.
- These will take place bi-weekly via webinar starting November 5, from 11am – 12:00 pm on Thursdays.
- We will need board volunteers to take the reins on individual days. You will need to introduce the presenter and a few housekeeping things. Please contact Jon if you are willing to take a session.
- These webinars will be recorded and sent out after complete. The group discussed and the webinars will be provided to IMAGIN members for the live event and the recording to the state list serve at a later date with no fee for anyone.
- Jon motioned that we provide the “IMAGIN Webinar Series” live to the IMAGIN members and at a delay the recording would be release to the public at no cost. Scott Swan seconded. Motion carried.
- Tom did research into the GoTo Webinar option. It offers controls for organizer, presenter and attendee roles. Attendees come in with no audio or video capabilities, they have listening access only. The meeting is run by the organizer and can switch attendees to presenter capabilities at any time during the meeting. The cost would be \$77 per month for a 15-month contract = \$1,155 annually and would get a prorated discount for what we have paid for GoTo Meeting.
- *Tom motioned that we contract GoTo Webinar for a 15-month timeframe at a cost of \$77 per month, not to exceed \$1,155, for the use of GoTo Webinar and GoTo Meeting, pending the approval of the budget. Seconded by Tony Bedogne.*
- *Roll Call Vote – Approved by the following:
Pete, Sarah Merz, Tom Bedogne, Keri Blough, Brodey Hill, Eric Kerney, April Kibby, Jon Merrick, Janet Moadlo, Jason Moore, Scott Swan, Jerry Swanson, Tom Van Bruggen*
Motion carried.

6.6. Strategic Planning Team – Thomas Van Bruggen

- No report.

7. 2020-2021 Budget Review and Adoption

- Sarah Merz gave an overview of the budget based on her shared screen. The budget provided in the

meeting packet was incorrect and the updated budget will be put into the Dropbox folder. The budget does assume we are hosting the Annual Conference in 2021. We have reduced our membership dues and annual conference income. The pricing for our sponsorships and conference registration have increased. The registration cost of the conference does not include ferry tickets, but members can add that on when registering at an additional cost. The Exec Team discussed these rates will be good for 3 years and we need to evaluate conference and sponsorship cost at that time.

- Expenses: Riehl Solutions has reduced their fee to the 2019 rate, we have reduced our office and board meeting expenses. Conference expenses were cut back on the majority of the line items. There are some items that cannot be cut completely, like a/v and food cost. Mission Point is being very flexible in working with us to determine our needs.
- The current budget projects a slight loss of \$1,602 at this point with additional proposed cost for GoTo Webinar.
- Sponsorships – Traci reviewed that conference sponsorships will be a major part of meeting this budget. Riehl Solutions will work closely with the conference committee to develop a sponsorship plan and marketing to the vendors/sponsors using the 2020 revised Conference Sponsorship Offerings.
- Motion by Pete Schneider to accept the budget as presented during our call. Seconded by Jerry Swanson.
- *Roll Call Vote: Approved by the following:
Tom Van Bruggen, Pete Schneider, Sarah Merz, Tom Bedogne, Keri Blough, Brodey Hill, April Kibby, Jon Merrick, Janet Mocado, Jason Moore, Scott Swan, Jerry Swanson*
Motion carried.

8. State of Michigan Program updates

- 8.1. MiSAIL Enhancement and Expansion Program
- 8.2. MSP NG-9-1-1 Grant Program
- 8.3. 2022 NGS Datum Update and Associated Changes

9. Team Emails

10. Slack Introduction and Tour

- 10.1. Slack was cited as a strong communication tool for the team. We may need to find a tutorial for those struggling with the concept. Tony indicated that it is easier for him to use because the firewall at his work blocks some IMAGIN emails. The account is free until we exceed the file storage and message limits which are quite high so there is not a concern that it would be exceeded anytime soon. Tony and Janet asked that everyone try out Slack, they see it as a valuable streamlined communication tool for the organization.

11. State of Michigan Program Updates

- 11.1. Tom introduced item 11 on the agenda, the State of Michigan program updates. The map in the packet focuses on counties and the accumulation of address points and collecting address points. The colored categories show the current statuses of specific counties. This still needs to be built to have some level of a statewide point address layer for E911. If you sent in your data, the data assessments for your point addresses should be coming in the next couple of weeks. There will probably be a webinar hosted by the State 911 center about why we're doing all of this work to support the program.

12. Upcoming Meetings

- 12.1. Friday, November 13, 2020 9:30 – 11:00 AM – GoToMeeting
- 12.2. Friday, December 11, 2020 9:30 – 11:00 AM – GoToMeeting
- 12.3. Friday, January 15, 2020 9:30 – 11:00 AM - GoToMeeting

13. Closing Roundtable

Jon, Jerry, and Tony will get together to hit the ground running on coordinating the Pro Dev Webinars. Debbie at Riehl Solutions offered to coordinate the sign ups with a Doodle polling software.

14. Adjournment

Motion to adjourn made by Pete Schneider. Support by Jason Moore.

Motion carried.

Meeting adjourned at 11:15 am.

Minutes respectfully submitted by Ariana Toth, Secretary – IMAGIN, with the assistance of Debbie Quinieri.