



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, March 12, 2021** **Location: GoTo Meeting**

1. Call to Order - Board Member Roll Call

President Thomas Van Bruggen called the meeting to order at 9:34 AM.

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: 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:

Traci Riehl, Susan Das, Monica Palinski (Riehl Solutions)

2. Approval of Agenda

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

Motion to approve made by Janet Moadlo. Support by Scott Swan.

Motion carried without objection.

3. Approval of the Minutes from February 12, 2021 Board of Directors Meeting.

Motion to approve made by Rawan Alhabbal. Support by Jon Merrick.

Motion carried without objection.

4. Management Team Update – Traci Riehl

4.1. Addition of new staff: One person assigned to the same type of assistance across all Riehl Solution clients.

Traci will be our primary contact. Monica Palinski will be on all of our board calls. Susan Das will handle issues related to membership dues and communications. Diana will handle issues related to budget and accounting. Susan is Traci's sister.

5. Treasurer's Report – Traci Riehl & Thomas Van Bruggen

- 5.1. Budget Review – We are undergoing an accounting software update and do not have formal budget numbers to report this month. There has been little change to our account balances since last month. A revised annual budget (reduction) has been projected. The Executive Team recommends moving forward with this modified budget as an understanding and not as a formal budget adoption.

IMAGIN applied for an EIDL Loan. Once we apply, our need will be assessed and an amount will be approved for us based on that. There is zero interest for the first year and no penalties for repaying the loan early. There is also about a 50-50 chance that the loan (up to \$10,000) could turn into a grant but it has to start as a loan. Most of the cash IMAGIN has is tied up in CDs that do not mature until December.

- 5.2. Lake Trust account signatures – This account will be closed in one or two more months to ensure that there are no automatic payments still registered to that account.
Motion to approve Treasurer’s Report made by. Support by.
Motion carried without objection.

6. Old Business / Action Item Review

6.1. Action Items

- 6.1.1. AI 2021-01: All Board members to review expired members list and make a personalized contact prior to the March board meeting.

Not everyone on the list has been contacted yet. Action Item to remain open.

6.2. Other Old Business

6.2.1. IMAGIN SBA Loan / Grant Program – Status Update

Motion to authorize the IMAGIN Executive Team and Traci Riehl to apply for the SBA Loan and/or grant program and if awarded to authorize the acceptance of the loan and/or grant in an amount of up to \$20,000.

Motion put forward by Thomas Van Bruggen. Support by Tony Bedogne.

Roll Call Vote:

President Thomas Van Bruggen, GISP: Yes

Vice President Peter Schneider, GISP: Yes

Treasurer Sarah Merz: Yes

Secretary Ariana Toth, GISP: Yes

Rawan Alhabbal: Yes

Anthony Bedogne, GISP: Support

Keri Blough: Yes

Brody Hill: Yes

Eric Kerney: Yes

April Kibby: Yes

Jon Merrick: Yes

Janet Moadlo: Yes

Jason Moore: Abstain

Scott Swan, GISP: Support

Jerry Swanson: Yes

Motion passes without objection.

- 6.2.2. Conference / 2021 Communications – We have started putting out communications about the 2021 conference postponement, which will be covered under team reports.

7. Team Reports

7.1. Executive Team – Thomas Van Bruggen

- 7.1.1. Discussed the SBA Loan, 2021 Conference, new Riehl Solutions staff.

- 7.1.2. Email and Domain hosting services – Discussion to change email providers to reduce spam; our current email provider is also our domain provider (Ionos).

Motion to move all email to a free non-profit business suite account through Google and move our domain hosting to GoDaddy for \$8 for the first year with an annual renewal rate of \$20.

Motion put forward by Tom Van Bruggen. Support by Jon Merrick.

Discussion: This would reduce our overall email and domain hosting costs, which is currently about \$54 per month through Ionos.

Our paid Dropbox account through Riehl Solutions is more secure than Google Drive. Some documents could potentially be stored on Google Drive to help alleviate our size constraints on Dropbox.

Roll Call Vote:

President Thomas Van Bruggen, GISP: Yes

Vice President Peter Schneider, GISP: Yes

Treasurer Sarah Merz: Yes

Secretary Ariana Toth, GISP: Yes

Rawan Alhabbal: Yes

Anthony Bedogne, GISP: Yes

Keri Blough: Yes

Brody Hill: Yes

Eric Kerney: Yes

April Kibby: Yes

Jon Merrick: Support

Janet Moadlo: Yes

Jason Moore: Yes

Scott Swan, GISP: Support

Jerry Swanson: Yes

Motion passes with unanimous consent.

7.2. Conference Team – Pete Schneider

7.2.1. Conference postponement information is up on the website and membership will be alerted in the next newsletter.

7.3. Professional Development Team – Tony Bedogne

7.3.1. Call for abstracts has gone out and GeoForm for submissions has been updated.

7.3.2. Planning a Fall Workshop – 2-part workshop on ArcGIS Pro.

7.3.3. Once a month virtual Tech Talk sessions organized around a topic. Starting around the end of April. Hosting duties involve running the GoToMeeting platform and helping to facilitate conversation if it lags. This would be a members-only benefit. First date to be April 20th, topic: Distributed Databases.

7.4. Newsletter – Keri Blough

7.4.1. Newsletter went out yesterday including call for new abstracts and Mackinac Island conference postponement.

7.4.2. Next newsletter submissions are due April 27th.

7.5. Meetups – Jason Moore

7.5.1. Hoping to restart the in-person meetups this fall.

7.6. Social Media – Brody Hill

7.6.1. All is well.

7.7. Website / DB - Thomas Van Bruggen

7.7.1. Working to schedule a meeting for the Website team.

7.8. Awards - Thomas Van Bruggen

7.8.1. Working to schedule a meeting for Awards team.

7.9. Map Gallery – Thomas Van Bruggen

7.9.1. Working to schedule a meeting for Map Gallery team.

7.10. Silent Auction – April Kibby

7.10.1. Possibility of setting up a store on our website with a portion of proceeds going to the scholarship fund, with shipping being covered by the retailer. Leaning away from hosting an online auction due to the associated costs with shipping and credit card processing and logistics of running the event.

- 7.10.2. We should not have to worry about sales tax as long as we sell less than \$10,000 worth of products.
- 7.11. Governance (Ad Hoc) – Thomas Van Bruggen
 - 7.11.1. Establishment of the Nominating & Governance Team for the 2021 Elections – Tom is the only Executive Team member up for reelection this year. He has experience running the Election Buddy software and so will volunteer to sit on the team, but not chair it. Brody Hill and Jerry Swanson volunteer to sit on the committee.
- 7.12. Logo Redesign (Ad Hoc) – Ariana Toth
 - 7.12.1. Team has not yet met due to a personal emergency. Will meet soon.
- 8. State of Michigan Program updates
 - 8.1. MSP NG-9-1-1 Grant Program – 13 counties either have no address points or are not willing to provide data to the State. A vendor has been selected to develop address points for these 13 counties.
- 9. New Business - None
- 10. Future Meeting Dates
 - 10.1. Friday, April 16, 2021 9:30 – 11:00 AM – GoToMeeting
 - 10.2. Friday, May 14, 2021 9:30 – 11:00 AM - GoToMeeting
- 11. Closing Roundtable
 - Pete: Local Government employees were notified this week that there is a group for the transparency of government, FRICN Media, that is trying to pressure government employees into speaking on camera.
 - Brody: Data requests for aerial photos are a pain. You can send your imagery to the USGS and then direct all requests to USGS to download the data for free, saving staff time.
- 12. Adjournment
 - Motion to adjourn made by Scott Swan. Support by Keri Blough.
 - Meeting adjourned at 10:59 AM.

Minutes respectfully submitted by Ariana Toth, Secretary – IMAGIN.