



**IMAGIN Inc.**  
**416 South Cedar St, Ste C**  
**Lansing, MI 48912**  
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**www.imagin.org**

Executive Team:  
Thomas Van Bruggen: President (2023)  
Pete Schneider: Vice President (2022)  
Ariana Toth: Secretary (2022)  
Sarah Merz: Treasurer (2022)

## 2021/2022 Board of Directors:

Scott Ambs (2023)	April Kibby (2023)
Tony Bedogne (2023)	Jon Merrick (2022)
Nichole Bowman (2023)	Chad Misiuk (2023)
Brodey Hill (2022)	Scott Swan (2022)
Rawan Hinzman (2023)	Jerry Swanson (2022)
Eric Kerney (2022)	

## **Minutes of the IMAGIN Inc. Board of Directors Meeting** **Friday, June 11, 2021** **Location: GoTo Meeting**

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

President Thomas Van Bruggen called the meeting to order at 9:38 AM.

#### Roll Call

President Thomas Van Bruggen, GISP: Present

Vice President Peter Schneider, GISP: Present

Treasurer Sarah Merz: Present

Secretary Ariana Toth, GISP: Present

Scott Ambs: Present

Anthony Bedogne, GISP: Absent

Nichole Bowman: Present

Brodey Hill: Present

Rawan Hinzman: Present

Eric Kerney: Present

April Kibby: Present

Jon Merrick: Present

Chad Misiuk: Present

Scott Swan, GISP: Present

Jerry Swanson: Present

#### **Quorum obtained.**

Others present:

Traci Riehl and Susan Das (Riehl Solutions)

### 2. Approval of Agenda

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

Motion to approve made by Rawan Hinzman. Support by Jerry Swanson.

**Motion carried without objection.**

### 3. Board Member Welcome

### 4. Approval of the Minutes from May 14, 2021 Board of Directors Meeting (Addendum 4.0)

Motion to approve made by Jon Merrick. Support by Scott Swan.

**Motion carried without objection.**

### 5. IMAGIN Board Member Policies

5.1. IMAGIN Conflict of Interest Policy (Addendum 5.1)

5.2. IMAGIN Document Retention Policy (Addendum 5.2)

5.3. IMAGIN Non-Discrimination and Anti-Harassment Policy (Addendum 5.3)

5.4. IMAGIN Whistleblower Policy (Addendum 5.4)

**Action Item 2021-02: All Board Members need to sign all Policies and email them to Susan Das by June 18<sup>th</sup>.**

6. Management Team Update – Traci Riehl / Susan Das
  - 6.1. Gmail account is almost set up. See 8.2.1 for more details.
  
7. Treasurer’s Report – Sarah Merz
  - 7.1. Treasurer’s Financial Report (Addendum 7.1)

Total Assets:                 \$43,644.42

CDs mature in December.

We are behind in our payments to Riehl Solutions, at their suggestion, to avoid penalties on early withdrawal of funds from our CDs while waiting for SBA Loan approval.

Motion to approve Treasurer’s Report made by Scott Amb. Support by Scott Amb.

**Motion carried without objection.**
  
  - 7.2. SBA Loan Programs Update
    - 7.2.1. SBA Loan Program – We applied for up to \$20,000 through the SBA Loan program. This was declined.
    - 7.2.2. EIDL Targeted Advance – This is a second round of the same program and we have started the application process under the same Board authorization. This allows up to \$10,000, plus an additional \$5,000 because we are located in a low-income area, that would not have to be repaid. We were invited to apply for this program because we qualify.
  
8. Old Business / Action Item Review
  - 8.1. Action Items – No open Action Items
  - 8.2. Other Old Business
    - 8.2.1. Email and Domain Transfer Update

Switch to GoDaddy domain is complete. At some point an IMAGIN Google account was created and we are waiting for Google to go through the process of transferring ownership of the account. This should be complete in a few days. A shared Google Calendar will be set up as soon as we get access to this account.

Emails sent to @IMAGIN.org are not currently being delivered.
  
9. Team Reports
  - 9.1. Conference Team – Pete Schneider
    - 9.1.1. Team met to confirm conference rates for 2022 at Mackinac Island. Rates will increase from \$285 to \$350 for members and from \$400 to \$475 for non-members.
  - 9.2. Meetups – Thomas Van Bruggen
    - 9.2.1. Jason Moore is still helping to coordinate our July meetups even though his term has just ended.
  - 9.3. Professional Development Team – Jerry Swanson
    - 9.3.1. Webinar on June 24<sup>th</sup> – Assessor Dashboard with Trevor Floyd.
    - 9.3.2. Next GeoRoundtable will be on Redistricting, led by Thomas Van Bruggen.
    - 9.3.3. Webinars are also lined up for July and August.
  - 9.4. Website / DB - Thomas Van Bruggen
    - 9.4.1. Awards will be posted shortly.
  - 9.5. Logo Redesign
    - 9.5.1. Only one submission to date.
    - 9.5.2. One question submitted via Facebook.

10. New Business - None

11. Upcoming Meetings

- 11.1. Board Planning Session – Either June 23<sup>rd</sup> or 30<sup>th</sup> (Addendum 11.1)

11.2. 2021-2022 Board Meeting Calendar (Addendum 11.2)

12. Closing Roundtable

No comments.

13. Adjournment

Motion to adjourn made by Pete Schneider. Support by Rawan Hinzman.

Meeting adjourned at 10:37 AM.

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

**2021-2022 Calendar of IMAGIN Board Meetings – As of 6/11/2021**

Friday, July 23 or Friday July 30, 2021 – 9:00 am to 12:00 pm – Board Planning Session  
**In Person – Lansing Area – Specific Location TBD**

Friday August 20, 2021 – 9:30 to 11:00 am – Board Meeting – GoToMeeting

Friday, September 10, 2021 – 9:30 to 11:00 am – Board Meeting – GoToMeeting

Friday, October 8, 2021 – 9:30 am to 11:00 am – Board Meeting – GoToMeeting

Friday, November 12, 2021 – 9:30 am to 11:00 am – Board Meeting –  
**In Person – Location TBD – Mt. Pleasant / Lansing areas**

Friday, December 10, 2021 – 9:30 am to 11:00 am – Board Meeting – GoToMeeting

Friday, January 14, 2022 – 9:30 am to 11:00 am – Board Meeting – GoToMeeting

Friday, February 11, 2022 – 9:30 am to 11:00 am - Board Meeting – GoToMeeting

Friday, March 11, 2022 – 9:30 am to 11:00 am - Board Meeting – GoToMeeting

Friday, April 15, 2022 – 9:30 am to 11:00 am - Board Meeting –  
**In Person – Location TBD – Mt. Pleasant / Lansing areas**

Friday, May 13, 2022 – 9:30 am to 11:00 am - Board Meeting – GoToMeeting

Friday, May 27, 2022 – 9:30 to 11:00 am – Final conference details meeting - if needed

Sunday, June 5 to Tuesday, June 7, 2022 – IMAGIN's 29<sup>th</sup> Conference at Mackinac Island