

CGIA Board of Directors Meeting Agenda

August 1, 2023 @ 2:00 PM – 4:00 PM

I. BOARD ROLL CALL

Officers:

- ~~Chair:~~ Jacob Mark
- **Vice Chair:** Vacant
- ~~Secretary:~~ Norman Wong
- ~~Treasurer:~~ Mary Hurley
- ~~Past Chair:~~ Mark Greninger

Directors Representing:

Federal Government

- Vacant
- Vacant

City Government

- Chandler Sterling
- ~~Steven Kincaid~~

County Government

- ~~Stewart Bruce~~
- ~~Marcus Harner~~

Regional Governments and Districts

- ~~Javier Aguilar~~
- ~~Christine Lam~~

State Government

- ~~Jane Schafer Kramer~~
- ~~Guphy Gustafson~~

Tribal Government

- Donna Begay
- Vacant

Education

- ~~Thomas Crimmel~~
- ~~Dan Scollon~~

Private Sector Companies

- ~~Denise Tober~~
- ~~Roland Martin~~

Professional Societies and Not-for-Profits

- ~~Jochen Albrecht~~
- ~~Tia Morita~~

Community Council Chair

- ~~Chad Miller~~

II. [MEETING MINUTES](#) APPROVAL

- Jane SK made a motion to approve. Christine Lam seconded. All approved.

III. INTERNAL BUSINESS

1. Introductions (Name, Affiliation, “Looking Forward to...”)

- Jacob Mark (Previously at Woolpert. Will be at Dewberry). Continuing to advance connections and benefits for our members.
- Norman Wong (County of Los Angeles – Public Works). Finish website update.
- Mary Hurley (Sanborn Map Company). New website, working with everyone.
- Mark Greninger (County of Los Angeles – Public Works, GIS Manager). Last year’s chair and chair in the past; re-working website.
- Steve Kincaid (City of Redding, GIS Manager). With CGIA since 2017. Modernize elections platform.
- Stewart Bruce (Solano County). Learning what’s going on with GIS outside of Solano County
- Marcus Harner (Shasta County). Working with new and current members.
- Christine Lam (County of Los Angeles – LARIAC). New banner; more events for membership.
- Jane Schafer-Kramer (CA Dept of Water Resources-Hydrography). Expanding professional network; new initiatives; on the Advocacy and Engagement Committees; active member of CGIA Community Council
- Guphy Gustafson (CA State Parks). Getting to know CGIA and help its mission
- Thomas Crimmel (Researcher at UCSB; Forester Co-op). Assist CGIA
- Dan Scollon (Shasta College, Instructor). Engagement committee; work a lot with forestry folks and communicating information back to CGIA
- Javier Aguilar (SCAG). Looking forward to working with policy at the state level and how it affects our professions; reaching out to other disciplines
- Denise Tober (ParcelQuest). Working on expanding membership, particularly sustaining members and use website to expand membership
- Roland Martin (Arup). Manage awards
- Tia Morita (County of Los Angeles – Public Works). Looking forward to create new ways for members to engage with us through events; working on web speaker series and coordinating with Steve to modernize elections
- Chad Miller (SCS Engineers, GIS Developer). Goal: Clean up spam registration issues on CGIA Community Council
- Jochen Albrecht (Mineta Transportation Institute at SJSU). President of GIS Certification Institute (GISP).

2. By-Laws & Code of Ethics - Highlights

- a. Removal: 2 consecutive missed meetings (if not communicated)*
 - 1. Committee chairs will provide updates if absent*
- b. Past-chair, secretary, and treasurer are not voting Board members*

- c. *All committees meet at least quarterly*
 - d. *All Board members must be members of CGIA*
 - e. *Votes by quorum – 50% of voting members (9/17)*
 - i. *Voting by proxy permitted*
3. CGIA Google Drive (Link to be provided in email and via chat)
- Advisable to use the Google Drive as much as possible for all CGIA business
 - Board should reach out if you unable to access
4. Treasurer's Report (Mary Hurley)
- [Treasurer's Report for July 1, 2022 - June 30, 2023](#)
 - [Annual Treasurer's Report June 2023 - July 1 2024](#)
 - CGIA should consider an alternate treasurer – What does it entail: end of year, coordinating with tax preparer, make sure memberships are all accounted for, where does all our income come from; every 5 years need to file with attorney general.
 - Balance: \$39,430
 - By using Stripe/PayPal recurring payments are on by default. Can turn this off in settings or notify treasurer. Occasionally, payments are duplicated or if a member is no longer interested and requests a refund. This is relevant because every time we issue a refund, CGIA is charged a fee.
5. Chair's Goals (+ Vice-Chair, Email)
- Support committees' goals; train an alternate treasurer; budget planning; 3-5 year strategic plan; quarterly update to general membership including committee activities and 2 general meetings in Fall (November) and Spring (April)
 - Jane suggested having the general meetings during lunch or late afternoon
6. Standing Committee **Goals**: (Reference google doc)
- A. Membership (Denise Tober):
- 1 new member; 16 renewals; 2 non-renewals; 4 Sustaining – USC, ParcelQuest, Shasta College, USA North
 - Goal: AGOL map showing membership
 - Jacob – reminder to put our sustaining member logos on webinars and other events
- B. Website (Mark Greninger // Norman Wong)
- Prevent spam registration issues
 - Update look and feel
 - Always looking for folks who have some WordPress knowledge and can work on that aspect of the site modernization project
 - Next steps: Talk with HostGator consultant to get guidance on next steps and fix spam registrations and more modern/responsive website that is viewable on mobile devices.
- C. Advocacy (Jane Schafer-Kramer)
- Clarify the purpose of the Advocacy group.
 - Overriding theme of the Advocacy committee is the promotion of [Little Hoover Commission report of 2019](#).
 - Will meet on fourth Mondays of each month 2-3PM.

D. Awards (Roland Martin)

- Will meet on second Tuesday of each month 3-4PM plus interim meetings in June
- Goals: review award categories, maximize number of entrants per category, expand communications with entrants and nominees.
- Engage with past entrants

E. Elections (Steve Kincaid)

- Update to use web-centric tools from fillable PDFs

F. Engagement & Communications (Dan Scollon)

- Meetings - Third Tuesday each month 3-4PM
- From Jane SK - Idea to drive membership, borrowed from something that NorCal URISA used to do. Hold a training workshop (half-day or all-day, on a topic of broad interest) that would have a fee equivalent to or higher than our annual membership fee for non-members, but free for members. Allow the non-members to automatically become members upon payment of the fee. Hold this near the beginning of the membership year.
- Engagement activities
 - Webinar: Equity Theme – urban/rural, tribal GIS, AI
 - Field trip or workshop: Differentiate open access vs members-only
 - Training opportunities: Professional development; survey to see what folks want.
 - Book club
 - Events where CGIA can participate and get the word out: Shasta College event in April, GIS Day
 - Regional get-togethers

G. Community Council (Chad Miller)

- Goal is to prevent spam registrations on CGIA Community Council site.

V. OTHER BUSINESS // SPECIAL PROJECTS

- [CalGIS 2024](#)
 - March 18-20, 2024 in Visalia, CA
 - Having CGIA awards at CalGIS will not be a possibility next year
 - CGIA Awards will be at @ UC 2024 and can highlight 30 years of CGIA. Awards committee can come up with alternative venues to present awards if not at ESRI UC.
 - Due to URISA restructuring, they will no longer need CGIA as a co-sponsor.
 - No more discounts for CGIA members since we are no longer a co-funder of event
 - Javier pointed out that since CGIA is no longer funding CalGIS we can focus on regional meetups and user groups – will probably involve Engagement committee
 - In past years, depending on location of the CalGIS conference, CGIA has received up to \$2,000 - \$4,000 in revenue.
 - CGIA can look at increasing sustaining memberships
- [UC GIS](#) Fiscal Partnership (Mary & Jacob collecting information)
 - More information at next meeting. Use non-profit organization (CGIA) to pass through monies and we would get 10% overhead.
 - Opportunity to build membership and network
- [CA SDI dashboard](#) update (Mark Greninger, Jacob Mark, Chandler Sterling)
 - Need to send out to jurisdictions
- [Overture Nonprofit Membership](#) (Roland)

- Non-profit membership is free. Roland will look into this and report back.
- 2 General meetings will be held: Fall (November) and Spring (April)

VII. CLOSING // ADJOURNMENT