

CGIA Board of Directors Meeting Agenda

August 13, 2024 @ 2:00 PM – 3:30 PM

I. BOARD ROLL CALL

Officers

- **Chair:** Roland Martin
- **Vice Chair:** Tracy Tober
- **Secretary:** Norman Wong
- **Treasurer:** Mary Hurley
- **Past Chair:** Jacob Mark

Directors Representing

Federal Government

- Kamran Lehman (1st year)
- *Vacant*

City Government

- Steven Kincaid (2nd year) - **sends apologies**
- *Vacant*

County Government

- ~~Juan Cardenas (2nd year)~~
- ~~Marcus Harner (2nd year)~~

Regional Governments and Districts

- ~~Christine Lam (2nd year)~~
- ~~Tim Pudoff (1st year)~~

State Government

- ~~Guphy Gustafson (2nd year)~~
- *Vacant*

Tribal Government

- ~~Donna Begay (2nd year)~~
- *Vacant*

Education

- ~~Thomas Crimmel (2nd year)~~
- ~~Dan Scollon (2nd year)~~

Private Sector Companies

- Denise Tober (2nd year) - **sends apologies**
- ~~Chad Miller (1st year)~~

Professional Societies and Not-for-Profits

- Priyanka Vyas (1st year)
- *Vacant*

Community Council Chair

- ~~Jane Schafer-Kramer~~

II. MEETING MINUTES APPROVAL [5 mins]

- Marcus H. made a motion to approve previous month's [Meeting Minutes](#). Jane SK seconded. All approved.
- Updates since last meeting:
 - Votes via email: approval of treasurer; approval of secretary; approval of funds for State Library event; and communication with FGDC.
- Vote to turn on Zoom AI Meeting Assistant.
 - *If approved, this will help with the generation of meeting minutes. Zoom states that data is not collected to train the AI.*
 - *Vote delayed until next meeting due to AI concerns. Tim will send AI concerns re: Zoom from his org, if any.*
- *Dan S. requested that the chat function be enabled for meeting participants. Jacob will investigate.*

III. INTERNAL BUSINESS [60 mins]

1. Jacob M. gave an introduction to CGIA and board members each introduced themselves.
2. By-Laws & Code of Ethics - Highlights
 - *Removal: 2 consecutive missed meetings (if not communicated)*
 - *Committee chairs will provide updates if absent*
 - *Past-chair, secretary, and treasurer are not voting Board members*
 - *Contradiction in by-laws about whether Vice Chair is a voting member*
 - *Vice-Chair should be able to vote.*
 - *All committees meet at least quarterly*
 - *All Board members must be members of CGIA*
 - *Votes by quorum – over half of voting board members (9/16) must be in attendance and 50% or more of non-abstaining voters must vote “aye”*
 - *Voting by proxy permitted*
3. [CGIA Google Drive](#)
 - Roland reconfigured sharing permissions to increase security on Google Drive
4. Treasurer's Report (Mary Hurley)
 - [Treasurer's Report](#) for July 1, 2023 - June 30, 2024 ending with \$41,179
 - Balance: \$38,897 after paying HostGator, ESRI Social, Zoom account.
 - Social
 - Christine commented that nominees who are honorable mentions should consider receiving an award since they took the time out of their day to go to the event.
 - Moving forward CGIA will need to have a venue that can allow for the awards presentation
 - Jacob estimated the attendance to be about 100

- For Guphy and the awards committee to consider: Should CGIA even have honorable mentions. If so, consider handing out certificates. This could help with attendance since nominees are expecting to receive something.

5. Chair's Goals

- Increase CGIA's influence by increasing membership and visibility
- Update the by-laws to be more inclusive and flexible
- Provide value for members
- Chair's survey results:

What do you want CGIA to achieve this year?



6. Standing Committee Introductions

A. Membership (Denise Tober)

- From Denise: *"First off, I was going to comment that our current Chair, Vice-Chair and Past Chair are all members of sustaining sponsors which I think is pretty cool. My mission is to get a Welcoming Committee going so that we can reach out to new members and answer any questions and highlight the benefits of CGIA and our future goals. Would you ask if one of the new members would like to join the membership committee to help with that effort? I also want to get a couple webinars going for sustaining members. I'll be scheduling a meeting for sometime in the next couple of weeks with the membership committee."*
- Denise looking into using MembershipWorks to manage committee member emails.

B. Website (Jacob Mark)

- Mission: Website maintenance. Don't need to be a member of the website committee to post.
- First committee meeting next week. Pressing items include...
 - Post notification
 - Plugins not compatible with site (e.g. sending out large amounts of emails at once).
 - Community Council malware
 - Consolidating CGIA and Community Council site
 - Running list of 1ebsite updates / changes can be found [here](#)
 - Jacob M. mentioned the need to purchase technical support. Jacob made a motion to request funds up to \$200 for immediate assistance to address the Community Council malware issue. Guphy seconded. All approved. Roland

M.'s only concern is that it would be expensive to continuously purchase technical support and that CGIA should explore other potential options.

- C. Advocacy (Marcus Harner)
 - Current efforts include:
 - SDI
 - GIS Under the Dome (Spreadsheet of current policy, key issues, and bills)
 - Work with Lothar to engage with him some more
 - Ad-hoc committee: Draw up a 1-pager - Guidelines for GIS professionals to not get sued.
- D. Awards (Guphy Gustafson)
 - Mission: To prepare for and put on annual CGIA awards. Includes marketing for nominations, review submissions.
- E. Elections (Steve Kincaid) . No updates
- F. Engagement & Communications (TBD)
 - No chair yet but Tracy Tober will stand in
 - Roland and Tracy will meet to put agenda together
- G. Community Council (Jane Schafer-Kramer)
 - First goal is to put together a coordinating committee to guide what the Council will do
 - Change the Community Council name and drop Council
 - Avoid doing everything GIS but focus on specific topics like SDI
 - There is no obligation for Community Council members to be CGIA members, only the Community Council chair has the obligation

IV. OTHER BUSINESS // SPECIAL PROJECTS

- Annual Meeting (Roland)
 - Roland wants to aim to do this in October and it typically scheduled a month ahead of time.
- Updates to by-laws (Roland) [5 mins]
 - Roland has reviewed the bylaws. Wants to discuss constituencies and other changes, large and small. He will share his thoughts and changes in detail at next meeting
 - Jane SK mentioned that we should clarify what it means to represent a constituency. Does not mean that that person represents that entire constituency. Intent was to ensure that we have a diverse board.
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- Vote to move Thomas Crimmel from Education to State Government constituency (Roland/Thomas)
 - Roland made a motion to move Thomas Crimmel from Education to State Government. Jane SK seconded. All approved.
- CalGIS 2025 (Jane)
 - Marcus H. and Jane SK attended a meeting with Rachel Marquez, current President of CalUrisa.
 - CalGIS attendance has been slipping and might need to be re-imagined - traditional multi-day conference, distributed, virtual/hybrid, or some other format.

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- Survey was sent out to URISA members and encouraged everyone to respond.
 - Best Practices Ad-Hoc Committee (Marcus Harner)
 - Marcus will provide a more thorough update at the next meeting.

V. CLOSING // ADJOURNMENT