

CGIA Board of Directors Meeting Agenda

April 1, 2025 @ 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 - sends apologies

Directors Representing

Federal, State, and Tribal Government Agencies (4 positions)

- ~~Guphy Gustafson (2nd year)~~
- ~~Thomas Crimmel (2nd year)~~
- ~~Donna Begay (2nd year)~~
- *Vacant*

Local Government Agencies (4 positions + 1 temporarily moved from At Large)

- ~~Juan Cardenas (2nd year)~~
- ~~Marcus Harner (2nd year)~~
- ~~Steven Kincaid (2nd year)~~
- ~~Christine Lam (2nd year)~~
- Tim Pudoff (1st year) - sends apologies

Institutions of Higher Learning, Professional Societies, and Not-for-Profit Organizations (4 positions)

- ~~Dan Scollon (2nd year)~~
- ~~Priyanka Vyas (1st year)~~
- *Vacant*
- *Vacant*

Private Sector Companies (4)

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

Representatives of the Membership At Large (2 positions - 1 temporarily moved to Local Gov't)

- ~~Nathan Shapiro (interim)~~

Community Forum Chair (1 position)

- ~~Jane Schafer-Kramer~~

II. MEETING MINUTES APPROVAL [5 mins]

1. Vote to approve [March Board Meeting Minutes](#)
 - Steve made motion to approve. Denise seconded. All approved.
2. Summary of updates since last meeting: Annual Meeting votes:
 - Promotional Video - 13 ayes, 3 abstentions

III. INTERNAL BUSINESS [60 mins]

1. Treasurer's Report (Mary Hurley) [5 mins]
 - [Treasurer's Report for July 1, 2024 - February 28, 2025](#)
 - \$37,724. Paid zoom. \$813 for Revel Revel Deposit. \$750 for CalGIS booth. \$87 for CGIA postcards
 - [Budget for July 1, 2024 - June 30, 2025](#)
2. Chair Updates [5 mins]
 - Nonprofit compliance:
 - Roland has been investigating nonprofit compliance and confirmed that CGIA's taxes are in order. Since CGIA is unincorporated, we do not need to register as a business. Roland has ideas about why we should be incorporated and this could be a topic for future discussions. Roland will brief Tracy on this.
 - If CGIA has some relationship with the attorney general (AG), we must indicate that. There is no record of any relationship with the AG, however, Mary indicated that tax returns were submitted. It is possible that there is a form that should be submitted annually. Roland will follow up with CPA.
 - Roland explained that his investigation was prompted by T-shirt sales, which may trigger additional tax documentation if sales exceed \$1,000. Roland is working on gathering and organizing all compliance information in Google Drive for future reference. He has obtained a temporary sales permit for T-shirt sales and suggests going public with the sales after an upcoming event. Roland will continue working on this.
3. Standing Committee Updates [35 mins]
 - A. Membership (Denise Tober) [5 mins]
 - 3 new, 11 renewals, 1 nonrenewal
 - Year to date numbers: revenues increased \$1600 march to march, 41 new members, 60 free members under sustaining membership
 - Membership Software discussion and vote
 - Reviewed demos.
 - One company - Membership365 - countered with \$179/month for 1,000 members for 1 year
 - We want to reach out to all members, including free members,
 - Currently have to use connector with Mailchimp, but is restricted to only 500 emails.
 - Chad Miller mentioned that we need a better count of actual users and Denise acknowledged the need for cleaning up the data and integrating the Community Council into the overall site.
 - Need to integrate better with MembershipWorks.
 - Need to reconcile MembershipWorks and WP users.

- MembershipWorks subscription expires in August and would be a good time to migrate/switch over
 - Membership Software discussion and vote - postponed until May - needs to be resolved prior to Membership Works renewal in August
- B. Website (Jacob Mark) [5 mins]
- Currently there are 1,425 users in WP
 - Of those, a large majority of those are probably spam. After installing widget, there have been no more spam registrations.
 - Left Gmail and Hotmail users. How do we validate users on the site?
- C. Advocacy (Marcus Harner) [5 mins]
- No updates. Working on document summarizing advocacy efforts for our distribution with membership
 - Jane is spearheading the ad-hoc committee.
 - Jane sent out information about SB1734 to the advocacy committee: Requires CA State Resources Agency to submit natural habitat data in a short amount of time. The bill is concerning. Introduced by assembly member from Burbank
- D. Elections (Steve Kincaid) [5 mins]
- [Timeline for elections](#)
 - Will start working on updating forms that Tia put together.
 - Need the most nominations from higher learning, professional societies, and non-profit.
 - The possibility of making some positions one-year terms was also discussed.
- E. Engagement & Communications (Tracy Tober) [5 mins]
- Third Laura Royal workshop “Navigating Your Promotion - Transition Strategies”
 - Open to CGIA members only .
 - Christine emailed Laura about her schedule for May-July. Possibility of holding webinar in June to avoid May event and ESRI conference
 - Klamath Dam Webinar scheduled fro May 7, 12PM
 - Tracy will reach out to Christine and Juan about promoting the webinars
 - Would be good to get it out in the new few days so that it’s ready by CalGIS
 - Update flyer
 - Social media starting 3 weeks out.
 - Donna expressed interest in promoting the webinar to the northern coastal tribes and suggested using her webinar on Thursday to introduce it.
 - Denise wanted to recruit engagement committee to work on marketing
 - May need to increase and add webinar option if registrants go beyond 100 people
 - E&C initiative: networking calls
 - The committee discussed the possibility of a student showcase
 - Sustaining members can do a presentation on their organization.
 - Surya (CA Tax Board) suggested doing a CGIA podcast and will chat with him about it at the next meeting.
- F. Awards (Guphy Gustafson) [5 mins]
- Change of venue to Esri UC. Guphy has put down the deposit for Revel Revel for Tuesday, July 15.
 - Sponsorship

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- ParcelQuest has agreed to sponsor the party for \$1,000. In return, they will be mentioned in the PowerPoint, signage, and other materials to be determined. Branded cocktail napkins will be provided by ParcelQuest
 - Christine asked if we are asking for sponsorship, will we need to increase our food/drink budget. This would be difficult to estimate.
 - In the sponsorship announcement, have wording for limiting folks, handing out drink tix. 6PM-7:30PM
 - Drink tickets only for members or limit to first 100. We could have someone sit with MembershipWorks open on a laptop OR RSVP in email
 - Reach out to sustaining members for sponsorship opportunities.
 - Roland made a motion to offer sponsorship opportunity for CGIA awards. Jane seconded.
 - Extended nominations until May
- G. Community Forum (Jane Schafer-Kramer) [5 mins]
- Proposed session on roads. Project California Road Sharing (CARS). Gene Barrera (County of Merced).
 - Involves FHWA, Caltrans, local government.
 - Present a shortened version of GIS under the Dome.
 - NSGIC updates, census, FGDC

IV. OTHER BUSINESS // SPECIAL PROJECTS [remaining time]

- Best Practices Ad-Hoc Committee (Marcus Harner) [5 mins]
 - Vote on Best Practices document
 - Roland made a motion to approve this document subject to minor tweaks. Marcus seconded the motion.
 - Nate Roth put in a lot of time to do the research
- Meeting with State GIO (Jacob) [5 mins]
- CalGIS attendance (Roland)
 - Estimated 150 attendees.
 - Tracy will get swag from Christine / PW next week
 - Tracy has banner and table cloth. Will mail bags
 - Roland confirmed the creation of a WhatsApp group for CGIA attendees and requested anyone not included to provide their phone number.
- CGIA Video update (Nathan)
 - Review promo video (first cut) and comment
 - Roland will send out to board.

V. CLOSING // ADJOURNMENT

RECORD OF VOTES:

Approval of Minutes:

Roland: AYE
Guphy.Gustafson: aye
Dan Scollon: aye
Chad Miller: Aye
Jane Schafer-Kramer, CA DWR: Aye
tracy tober: aye
Nathan Shapiro: Aye
Denise: Aye
Thomas: Aye
Marcus Harner: Aye
Juan Cardenas: aye!
Christine Lam: Aye
Donna Miranda-Begay CA Tribal GIS: Aye

Sponsorship for CGIA Award Reception:

Roland: Aye
Christine Lam: Aye
tracy tober: aye
Denise: aye
Marcus Harner: Aye
Nathan Shapiro: Aye
Thomas: Aye
Jane Schafer-Kramer, CA DWR: Aye
Guphy.Gustafson: aye
Priyanka Vyas: aye

Approval in principle of the "Cautions to Geospatial Professionals", subject to minor changes by the ad-hoc committee if required

Roland: Aye
Guphy.Gustafson: Aye
Dan Scollon: aye
Christine Lam: Aye
Marcus Harner: Enthusiastic Aye
Denise: ye
Nathan Shapiro: aye
Jane Schafer-Kramer, CA DWR: Aye
tracy tober: aye
Donna Miranda-Begay CA Tribal GIS: Aye
Thomas: Aye