



2021-2022 MAGIP WORK PLAN

Last Updated: November 12, 2021

Introduction

MAGIP was founded to facilitate communication among GIS professionals and users in Montana, to promote education and professional development, and to advance best practices and standards in GIS data development. This document represents the planned work for the MAGIP Board of Directors and committees for June 2021 – May 2022.

MAGIP Board of Directors

- Michael Krueger, Past President
- Jeff Hedstrom, President
- Mike Powell, Vice President
- Nate Wold, Treasurer
- Aaron Vaughn, Secretary
- Robert Ahl, Scholarship and Grants Committee Chair
- Jason Danielson, Technical Committee Chair
- Steven Jay, Member Development Committee Chair
- Phoebe Ferguson, Conference Liaison
- Eric Spangenberg, MLIAC Representative

MAGIP Support Staff

- Michelle Quinn, Administrator (non-voting member)
- Meghan Burns, Web Administrator (non-voting member)

MAGIP Board of Directors Work Plan

MAGIP Board Directives

- Build a strong foundation of financial and administrative support for MAGIP
- Oversee the 2022 MAGIP Board Elections
- Maintain the MAGIP web presence and evaluate web policies
- Promote awareness of GIS and MAGIP
- Provide professional development opportunities to MAGIP members
- Maintain an active membership with a committed volunteer base
- Increase overall value to MAGIP members and recruitment of new members
- Facilitate and promote GIS meet-ups
- Cultivate relationships with other professional organizations



Goals, Objectives & Tasks Overview

Task Description	Person Responsible	Relevant Committee	Timeline
Monthly BOD calls Quarterly BOD meetings	Jeff	Executive	Now – May 2022
Annual Budget	Nate	Executive	March – June 2022
MAGIP Board Elections	Michael K.	Executive	Complete by May 1, 2022
Revision to MAGIP Bylaw (MLIAC Representative voting status)	Michael K, Jeff, Mike P.	Executive	February – April 30, 2022
Scholarships & Grants	Rob	SGC	Dec 2021 – Jan 2022
Plan Big Sky GeoCon: Missoula 2022	Phoebe	BSGC	August – April 2022
Plan Big Sky GeoCon Workshops	Jason	TECH	September 2021 – April 2022
Determine Big Sky GeoCon 2024 Location	Phoebe	BSGC	TBD
Explore hybrid opportunities for the upcoming BSGC	Phoebe, Michelle	BSGC	Now – October 31, 2021
Plan 2022 Strategic Planning Session	Mike P.	ALL	TBD 2022
Create communications position description	Michelle, BOD	ALL	Complete by January 18, 2022
Appoint a Public Information Officer	BOD	ALL	January – June 2022
Creation of MAGIP Newsletter	ALL	Executive	Oct 2021 – Feb 2022
Re-engage with MLIA Council / promote better partnership & collaboration	BOD	ALL	Oct – November 2022
Develop Social Media Plan	Jeff, Michael K.	MDC	Oct 2021 – Feb 2022
GIS Day	Steve, Meghan	MDC	November 17 2021
Facilitate and promote GIS meet-ups	BOD	MDC	Year-round
Salary Survey Report	Jeff, Steve	MDC	Oct - December 2021
Develop a legislative update plan	BOD	ALL	April 2022 – TBD
Develop a method to publish conference proceedings	Rob	SGC	January – April 2022



Offer GISP (GISCI) webinar to members	Michael K., Steve	MDC	January – April 2022
Code of Ethics Development	Jeff	Executive	TBD

MLIAC Representative

Eric Spangenberg

Goals & Objectives

1. As the “member of a Montana association of GIS professionals (group)” duly appointed to the MLIAC by the Montana State Governor attend MLIAC meetings and participate in council business
2. Be the liaison between MLIAC and MAGIP, convey GIS Policy recommendations, and report MLIAC meeting updates to the MAGIP Board at MAGIP Board meetings

President

Jeff Hedstrom

Goals & Objectives

1. Develop a social media policy
2. Investigate the need for a code of ethics policy
3. Oversee the review and revision of the MAGIP Bylaws
4. Engage with the MLIA Council to collaborate more on geospatial-related topics/discussions
5. Investigate other collaborations that MAGIP could establish for the future
6. Resurrect the “Did You Know” emails to engage with our members in a different way

Vice President

Mike Powell

Goals & Objectives

1. Step in for presidential duties when necessary
2. Review MAGIP checking account each quarter as a double check for the treasurer
3. Engage with the MLIA Council to collaborate more on geospatial-related topics/discussions
4. Investigate other collaborations that MAGIP could establish for the future

Past President

Michael Krueger

Goals & Objectives

1. Oversee the 2022 MAGIP Elections Ad-hoc Committee
2. Draft the revision of the MAGIP Bylaws (MLIAC representative - Article 2 - Section 4)



Secretary

Aaron Vaughn

Goals & Objectives

1. Attend MAGIP Board meetings and Committee meetings *New - Update past board actions to website.
2. Record MAGIP meeting minutes and post them to the MAGIP website *New - Organize MAGIP ArcGIS Org account content items and files.
3. Setup SurveyMonkey/Board Forum for items requiring Board approval outside of Board meetings. *New - Provide draft web maps of salary survey data (generalized to not identify individuals)

Treasurer

Nate Wold

Goals & Objectives

1. Develop and approve FY2023 budget
2. Ensure proper checks-and-balances on accounting procedures
3. Review functionality to budget spreadsheet
4. Engage in long-term planning for MAGIP funds
5. Review and develop internal audit procedures and perform internal financial audit

Technical Committee

Mission Statement: The MAGIP Technical Committee is responsible for advising the MAGIP Board and professionals using GIS in Montana on technical issues relating to the creation, maintenance, and dissemination of geographic data. To promote sound practices and knowledge sharing, the Technical Committee conducts technical sessions, fosters respectful and open dialog among all users.

Jason Danielson, Chair

Goals & Objectives

1. Plan/coordinate/promote workshop opportunities for Big Sky GeoCon in Missoula
 - a. Create Workshop Committee
 - b. Create/send member survey to determine workshop interests
 - c. Collaborate with Full Scope to organize and promote workshops
 - d. Coordinate hardware setup/takedown, Holiday Inn
2. Liaise with MLIAC, including anticipated best practices document
3. Provide budget proposal to Treasurer for annual MAGIP budget by March BOD Meeting 2022
4. Maintain Technical Committee [web page](#)

Member Development Committee

Mission Statement: The Member Development Committee provides opportunities to improve the Professional Development of the individual members, as well as the membership at large.

Steven Jay, Chair



Goals & Objectives

1. Establish collaborations/partnerships with other organizations (i.e. MAP, MARLS)
2. Develop & Distribute the Salary Survey Report to the membership
3. Review Mentorship Program
4. GIS Day
 - Host GIS Day events including Annual Web Map Contest
 - Provide support for MAGIP members hosting events
5. Facilitate and promote GIS meet-ups
6. Coordinate with administration to create communications position description
 - Appoint a Public Information Officer, Ex-officio to the Board
7. Develop bi-annual newsletter
8. Offer GISP (GISCI) webinar to members
9. Provide committee budget proposal to Treasurer for annual MAGIP budget by March BOD Meeting 2022

Scholarship and Grants Committee

Mission Statement: The Scholarship and Grants Committee serves to promote the exchange of Geographic Information Technology to K-12, colleges and universities and the public through grants, scholarships, training and mentoring.

Rob Ahl, Chair

Goals & Objectives

1. Higher Education Scholarships
 - Distribute scholarship announcement – Late December 2021 – January 2022
 - Receive and review scholarship applications with committee – March 2022
 - Announce scholarship recipient – April 2022 at Big Sky GeoCon
2. Van Shelhamer K-12 Education Grants
 - Distribute grant announcement – Late December 2021 or early January 2022
 - Receive and review grant applications with committee – March 2022
 - Announce grant recipient – April 2022 at Big Sky GeoCon
3. Review Scholarship program
 - Sustain \$3,000 budget – increase if available
 - Explore fundraising opportunities outside of operating budget
4. Promote and assist with Student Scholarships for Conference Attendance
5. Publicize and support process for teachers to earn CEUs at MAGIP conference
6. Develop a method to publish conference proceedings
7. Provide committee budget proposal to Treasurer for annual MAGIP budget by March BOD Meeting 2022

Conference Liaison

Mission Statement: The purpose of the Conference Liaison is to oversee Big Sky GeoCon planning efforts and provide the Board with updates in regards to schedule, budget, challenges, and any other conference related issues. The liaison will also provide continuity as new conference planning chairs are selected from year to year to streamline planning duties transitions and better acclimate new volunteers.



Phoebe Ferguson

Goals & Objectives

1. Annual Big Sky GeoCon
 - Coordinate with conference committee and Full Scope to:
 - Maintain conference planning documents on Google Drive
 - Maintain planning timeline
 - Review and analyze metrics for annual conference
 - Review and analyze format and events for annual conference
2. Explore hybrid opportunities for the upcoming BSGC
3. Determine Big Sky GeoCon 2024 Location & Dates
 - Coordinate with Full Scope to establish a hotel contract

Administrative

The Board and Full Scope (Michelle Quinn)

Goals & Objectives

1. Develop description for communications position
2. Create newsletter template (for bi-annual distribution via Wild Apricot)
3. Explore hybrid opportunities for the upcoming BSGC
4. Maintain the MAGIP web presence and evaluate web policies
5. Provide monthly financial Affinipay reports to Treasurer
6. Re-engage with MLIA Council / promote better partnership & collaboration
7. Develop a legislative plan to enact during the 2023 Legislative session
8. Provide budget proposal to Treasurer for annual MAGIP budget by March BOD Meeting 2022

Local Government SIG

The Local Government SIG serves to connect and support those users facing the specific needs and challenges of local government today.

Tommy Luksha, Chair

Goals & Objectives

1. Get two entities to collaborate or work together towards improving or starting a project
2. Maintain a minimum attendance of 20 People/entities for three consecutive meetings
3. Maintain a high level of participation in each meeting

