

MAGIP BOARD OF DIRECTORS MEETING AGENDA

Tuesday, December 10, 2018, 10:00 AM – 11:00 AM

<https://global.gotomeeting.com/join/222385413>

Dial +1 (646) 749-3131

Access Code: 222-385-413

Attendance

Liz Juers	Gerry Daumiller
Meghan Burns	Bob Cochran
Michael Krueger	Rob Ahl
Jenny Connelley	Andrea Stanley

Guests

Michelle Quinn (University of Montana Conference Planning Services)

Approval of November 13, 2018 BOD meeting minutes

Motion (Jenny Connelley) to adopt the Board meeting minutes of November 13, 2018

2nd (Phil Davis)

APPROVED UNANIMOUSLY

MAGIP Administrative, main contact, and contractor support.

- Lee Macholz is resigning from her MAGIP role
- She sent a list to Bob of possible replacements
- She played an important role because she has been involved with MAGIP for many years
- Before looking for a replacement we need to define the duties for which this replacement will be responsible
- We will ask Lee for a document that outlines everything she does

Follow up on canceled Board Retreat in Missoula, December 2nd and 3rd, 2018

MAGIP Requests for Assistance

- To be reviewed at January meeting

Reviews of the proposed [MAGIP 2019 budget](#)

- Can we expect a grant from Red Castle for 2019?
 - Unknown currently
- Final 2019 budget will be approved at January meeting

Review of expected expenses/revenue document for 2019 GeoCon (Michelle Quinn and Ginger from UM CPS)

- Advertising line item is a relic from past years, but we will keep in the budget, as it is good cushion to have

- Honorariums line item is also a relic
- Keynote speaker for 2019 is a Butte resident so no travel expenses needed.
- Possible lunch speaker is also a Butte local
- Rob has spoken with a potential lunch speaker; we probably won't have to pay for his travels because he will already be giving a UAV workshop
- Honorarium/travel line items should still be included for \$500.00
- Student travel scholarship section for previous year's MAGIP scholarship award recipients
 - New expense section
 - Funds may be able to come from existing (2018) budget line item within the student travel awards (\$1,500.00 total, up to 10 scholarships)
 - This would not require an increase in costs
- Meeting room rental
 - \$3,500.00 cost includes all meeting spaces, projectors, and linens for the duration of the conference
- Laptops
 - As of now, we will rent 4 from CPS for presentation rooms
 - We will use State Library computers for workshops because don't need Microsoft Office Suite - Meghan will let us know if/when Office is installed on MSL computers
- There is no hard-wired internet connection, just Wi-Fi
 - We will have to tell workshop presenters to bring workshop data on flash drives so participants don't have to bog down network downloading class materials
- Budget is created based on 150 people so will increase if more people sign up
- Will not need awards line item because it is only done on even years
- Speaker/presenter award item will stay at 585.00 for now – need to double check with Jason and Eric (last year's planning committee) on actuals costs
- Catering: possibly could do hors d'oeuvres instead of dinner for savings of \$2k. Current estimate for providing dinner is \$17,000.00
 - hors d'oeuvres vs. dinner will be further discussed in a Board-only setting
- Currently there appears to be a substantial savings on catering vs. 2018 GeoCon
- SWAG line item will stay at \$1,800.00
- Meetup cost is more for 2019 because 450.00 for transport to/from hotel
- Administration fees compared to last year
 - Lee Macholz is resigning from administration duties starting January 1, 2019 so she will not be available for GeoCon 2019
 - We will need to fill the role of moderating the Summit at the end of the meeting, as well as some admin duties (CPS could take over her admin duties, but not summit duties)
- Comped registrations are a reduction of total possible revenue

Motion (Gerry Daumiller) to approve 2019 GeoCon budget

2nd (Jenny Connelley)

Approved Unanimously

Committee Reports – (out of time)

Web Subcommittee (Meghan Burns)

Education Committee – (Rob Ahl)

Professional Development Committee (Michael Krueger)

Big Sky GeoCon Committee

Technical Committee (Curtis DeVault)

Business and Operations Committee (Jenny Connelley)

Membership Subcommittee (Michael)

Treasurer's Report (Review document from Gerry)

Review of Upcoming Calendar events

2019 Big Sky GeoCon

- April 1-4, 2019 - Butte, Montana Copper King Inn.

MLIAC

- November 15, 2018

Board of Directors meetings

- January 14, 2019 10:00 AM
- February 11, 2019 10:00 AM
- March 11, 2019
- April 5, 2019 – Copper King Inn, Butte
- May 13, 2019

Motion (Jenny Connelley) to adjourn at 11:14 AM

2nd (Michael Krueger)

Approved Unanimously