

# MAGIP BOARD OF DIRECTORS MEETING

July 18, 2023, 2:00 PM

Location: Virtual Meeting

**Meetings are being recorded**

Previous meeting recordings are available at:

<https://www.youtube.com/MAGIPMT>

**Start Time: 2:04 PM**

## Board Members Present:

Jeffry Sprock

Gail Jorgenson

Eric Spangenberg

Mike Eidum

Tessa Switzer

Megan Burns

Rob Ahl

Hilary Kauth

Andrew Stickney

Michelle Quinn

## General Board Business:

- Welcome, Introductions, and Revisions to Agenda
- Approval of [June 15, 2023 Meeting Minutes](#)
  - Motion to pass June board minutes:
    - Motion Proposed: Gail Jorgenson
    - Second: Mike Eidum
    - Passed Unanimously

## Reports

- Treasurer's Report - (Jeffry Sprock)
  - June Fullscope invoice is paid
  - Two of three k-12 grant checks have been deposited (Sentinel & DeSmet)
    - Belgrade hasn't deposited their check
      - Rob will reach out
  - Both High Ed scholarship checks have been deposited
  - Savings Balance: \$49,580.59
  - Checking Balance: \$8,212.78
- Scholarships & Grants Update - (Rob Ahl)
  - Nothing to report
  - Will provide update pending any grant work occurs this summer
- Member Development Committee - (Mike Eidum)
  - Social media summary report/presentation coming next month
    - Michelle's report shows LinkedIn has the highest interaction and most users
    - Maintaining all platforms helps reach wider audiences
  - Look for upcoming meetup request from Bobby Johnson (crime analyst) for First Responder who do GIS work from Yellowstone County, Carbon County, and Stillwater County
- Conference Committee - (Erich Schreier)
  - Absent
- Technical Committee - (Tessa Switzer)
  - Internet at conference location will be sufficient
  - Budget adjustments for:

- Zoom equipment is extra \$
    - Polycom conference system is extra \$
  - Yet to contact Jason Danielson
  - Will have more ideas/info after fall strategic planning retreat
- Web Subcommittee - (Meghan Burns)
  - Consistently updating website calendar as requests come in
- MLIAC - (Eric Spangenberg)
  - Final advisory council meeting was held on June 23<sup>rd</sup> at Lewis & Clark Library
    - Minutes/announcements posted website
    - Last meeting until governor appoints an appointee
  - Discussed best practices for geospatial data at MSL
    - Create an updated policy for state-wide management
  - COVID Dashboard is decommissioned
    - Discussed practices for archiving dashboards and storymaps
    - Will continue to do a limited dashboard updated by public health
  - Discussion about legislative changes
    - Link from Jenny for people to apply to be on the board
    - Realtime network is out there and tested
    - MT coordinate system passed-standardizing to state plane system
  - If Eric doesn't reapply, MAGIP needs to remind Jenny and Erin that board member should be on committee
    - Lee might apply
- Administration - (Michelle-Full Scope)
  - Conference Committee
    - Reached out to the conference committee from last year to see who would like to participate again. Everyone except for one person showed interest
    - Looking for a couple of locals from Billings
    - First meeting at the end of August/September
    - Meeting with Northern to straighten out logistics
    - Met with Presidential Leadership
    - Work on email template for request for assistance
    - Submitted membership report
      - Hard to separate out memberships based on activation since system changed
      - End of year membership report will be a better return on investment analysis
- Local Government SIG - (Andrew Stickney)
  - Last meeting in June talked about land survey, tools for adjacent property mailing and associated issues
  - Generating content at current frequency is difficult
    - Might switch meeting frequency or format to something more manageable
  - Upcoming meeting for this month is set
  - Hoping to get the draft of survey out to helpers to get feedback from users for path moving forward
- Local LiDAR SIG - (Jeff Sprock)
  - Next Lidar meeting proposed for August 24<sup>th</sup> – Topic: Lidar 101
    - Overview of how to use lidar and who is using the data
  - Looking for ideas and speakers for more content
    - Sent an email to Rob and John
    - Reached out the Keith Weber about contacts for the SIG session
  - (Rob) Have a 'practical environment' lidar session
    - Topic Idea: How to give input on specifications when acquiring data
      - Review of acquisition process/lessons learned
        - Contributing funding to an acquisition project allows

- you input to develop specs and enhance process
    - Discuss previous, future, out-of-box derivatives that could be available through MSL
  - Topic Idea: July 20<sup>th</sup> is the kick-off for next lidar acquisition phase
    - Led by USGS and MD-5 Tom Carlson, Michael Bradford
  - Speaker Idea: Jessica Mitchell at UM geospatial lab
- (Andrew) Discuss possibilities on how USGS can absorb lidar and 3DHP projects from counties

## Old Board Business

- Approve Budget (Action)
  - 2024 budget is in the black by \$354 due to the following actions
    - Presidential leadership had a meeting with Fullscope
      - Alicia remains at 2 hours/month
    - Re-examined and increased expected revenue from Billings GeoCon
    - Increased sponsorship packages and created a new \$5,000 level
    - Internet costs for GeoCon were mainly covered
    - Revoked Thursday box lunch from GeoCon
  - Include cost of ArcGIS online to budget – deactivate Survey Monkey account
    - (Tessa) Society for Conservation provides a \$50/year membership for organizations to AGOL
      - <https://scqgis.org/membership>
      - Pros – Substantially lower cost
      - Cons – MAGIP's data would be hosted with a third party organization and we might lose data if the membership was canceled
    - **Data from Survey Monkey needs to be downloaded in csv and pdf format before closing the account**
    - Wild Apricot has polling features, but can only be sent to current members and not outside contacts - AGOL is a better fit
  - Include board member travel to [MARLS](#) conference in budget
    - Conference: March 20-22, 2024; Copper King Hotel, Butte, MT
    - Include money for travel/lodging in budget but registration should be waived
    - Looking to send Mike P. or Gail
      - Gail might have money in her own budget
    - Amend budget after strategic retreat
      - Decide how many nights should be funded and if mileage will be reimbursed
  - Motion to approve budget, use Survey123, and archive Survey Monkey:
    - Motion Proposed: Gail Jorgenson
    - Second: Tessa Switzer
    - Passed Unanimously
- Approve Full Scope Contract (Action)
  - Consensus by Presidential Leadership to leave Alicia's hours at 2/week
    - Won't see a change in production during off-season
    - Posting on MAGIP webpage was time consuming for Alicia
      - We need to appoint a webpage designee to assume this responsibility
      - Mike is working with Alicia to track her time over the next month to analyze resource allocation
      - Alicia will focus more time on social media during conference season and minimal time during off-season
  - MAGIP/Full Scope will evaluate the return on investment at the end of

- the annual cycle at the end of the year
  - July Full Scope invoices will be adjusted with new monthly fee
    - Michael will send Jeff final contract for signature
  - Motion to approve Full Scope contract:
    - Motion Proposed: Mike Eidum
    - Second: Gail Jorgenson
    - Passed Unanimously
- Fall MAGIP meeting update (Gail Jorgenson)
  - Historically, MT and ID alternated years for conferences & during alternate years a fall meetup was established as a technical/learning event
    - Targeted towards small eastern MT communities
  - Presidential leadership met with Jan and Rayad
    - Rayad has list of contacts
    - Create a training manual to help smaller communities
    - Communities need help with asset management/collection
    - MT Rural Water Systems conference ([MRWS](#)), March 20-22, 2024 in Great Falls is attended by small eastern MT communities and is an opportunity to create contacts
    - Support small communities where they're at
  - Conversation should include Erin Fashoway
    - Engaging small communities
    - Grant opportunities
    - Data standardization
  - Talked to Zack
    - **Who:** Eastern MT, run by interested party outside of MAGIP
      - Hire or appoint state-wide liaison/consultant to coordinate effort, create contacts, and help small communities
    - **Topics:** Asset Management/Collection, develop schema, upload content to AGOL, migrating content from Arc Reader to AGOL
    - **Where:** Miles City or Lewistown
    - **How:** MLIAC grant funding acquired and funneled through MAGIP, MAGIP will help build the training, Esri will administer training
    - **When:** End of August/Beginning of September
    - In Livingston, there's a conference for 200-300 people
  - Initial action will be to compile a survey (Andrew; input from Jeff & Gail) (Action Item)
    - Andrew could tie in with Local Government group
    - When survey is ready, ask Rayad for small community contact list
  - Sister City Idea: MAGIP members paired with small communities
    - Ex. Bozeman paired with Havre
    - Creates connections and standardization for schema/data collection to be compatible state-wide
    - Contrast between large city to small city GIS asset management
- Fall Strategic Planning Retreat Update (Jeffry Sprock)
  - Location will be in Anaconda at The Forge instead of Jackson
  - September 19<sup>th</sup> – 20<sup>th</sup>
  - Discussion Topics - **Tabled**
- Review Implementation of Revised Request for Assistance Policy - **Tabled**

#### PM - New Board Business

- GIS Day – **Tabled**
  - Map Maker Kit for schools
    - <https://education.nationalgeographic.org/resource/mapmaker-kit-world-physical/>
- Approve task force to recommend website changes (Action) - **Tabled**

- Ethics discussion - Tabled
- Investment Strategies - Tabled

**3:12 PM – Adjourn**

- Motion to adjourn:
  - Motion Proposed: Gail Jorgenson
  - Second: Mike Eidum
  - Passed Unanimously

**Upcoming Calendar events**

**MAGIP LOCAL GOVERNMENT SIG** – Tuesday July 20, 2023

**USGS Lidar Acquisition** – Thursday July 20, 2023

**BOARD MEETING** – Tuesday July 18, 2023 2:00 PM (Phone in)

**BOARD MEETING** – Tuesday Aug 15, 2023 2:00 PM (Phone in)

**BOARD STRATEGIC PLANNING** – September 19-20 (?????)