

# Minutes for April Board Meeting Manitoba GIS Users Group

Meeting began at 5:00 PM, April 8, 2020

All attendees connected remotely via GoToMeeting

Shared screen by Cassandra (and Robert for his constitution presentation)

## Attendance:

- Present:
  - Cassandra Clouston
  - Robert Belton
  - Andrea Dousiss
  - Keith Hartley
  - Matt Sebesteny
  - Tatjana Radulovic
  - Jim Rodger
  - Steven Hills
  - Hailey Wright (not a board member but a volunteer – but see change near end of meeting)
- Absent:
  - Satwant Kaur (illness)

## 1. Review of Meeting Minutes

- Tatjana Google Drive non profit number is on Google Drive – done
  - Cassandra has added a folder private to the executive in the Google Drive
- Reach out to EcoNetwork regarding a lawyer and auditor - Robert or other to do, can probably do without Geoff since we are now in contact with EcoNetwork
- Tatjana on getting a Visa - in progress
- GeoAlliance and Canadian Institute of Geomatics and Geolignite Conference – yes official, Cassandra will email all of them we are not currently interested
- Slack Non-Profit – Cassandra was able to get it; in addition because of COVID19 we are allowed up to 250 members (vs only 15 regularly) for our meetings, for three months
  - Cassandra and Keith said we should take advantage of this to do some kind of web workshop
  - TechSoup Canada – something had to sign up for in this process, opens up other software/reduced rates, we may want to look into
  - After we try Slack next week we should get rid of GoToMeeting
  - Tatjana – we can also consider 365 (shared a link)

## 2. Director Updates:

Secretary (Chris)

- Annual Return was submitted to government to remain official non profit organization

Financial (Tatjana)

- Looking into how much money we have available to spend

- Will depend on what we are doing this year (e.g. if no sponsors or conference)
- Approx. \$14,000 currently
- \$1934 spent on AGM, about 60 people

#### Sponsorship and Advertising (Matt)

- No updates... will discuss more later in meeting

#### Social Media and Marketing (Andrea)

- Marketing:
  - Education Awards posters made for Steven
  - Need learning resources from Slack into an email – Andrea working on
- Social media
  - Add a learning channel to slack – Andrea will do
  - Social media numbers... similar to AGM
  - Post slack links to social media - Chris

#### Jobs and Content and Web Maintenance (Keith)

- Keith posted a few jobs, hasn't seen many
- Seems no website issues since SSL certificate solved
- Cassandra/Keith Q&A: we own the domain, it is registered with us; wondering if ModernEarth goes down can we still change the website; is also through GoDaddy... is there a contingency plan? Keith will look into
- Keith made a blog post on website about Hackathon

#### Membership (Jim)

- One new member
- Jim question about how much to include in email to new members; Cassandra says basic standard welcome and thank you is good, include note to check out website jobs but should have all social media and website links at bottom of email too (talk with Andrea and Chris)
- Jim should have a template, may want to ask for help with this

#### Education (Steven, Satwant)

- Steven worked with Andrea to make posters for Education Awards
- Steven actions
  - See if we still have money to do the awards (with Tatjana – see “:actions to take now that conference is cancelled” under #3 below)
  - Update website to get out posters and other info (has not had time yet)

#### Event Planning (Matt)

- Hackathon discussion: Cassandra, Matt, Keith... Keith says he made a blog post about it

### 3. Conference Planning re: COVID-19

#### Concerns:

- May not be able to get enough sponsors to pay for a conference this year like previous years (sponsors may not want to donate money since currently laying off employees)
- Attendees who usually come because employer pays may not come because employer may not be able to afford that, as a non-essential expense

#### Alternative ideas:

- Cancel or postpone fall conference
- Smaller event later in spring maybe
  - Park Theatre
  - Small fee like \$20
  - Could put sponsors in lobby

- More affordable for everyone since smaller budgets currently
  - More likely to get willing sponsors if smaller and more affordable
- Potentially a web conference... idea evolved into not a full-blown web conference but more smaller web events and social media presence

Other discussion:

- Concern over small size of Park Theatre, may not be able to accommodate everyone who will want to attend
  - Would need to set a cap on number of tickets available to buy (e.g. 100)
- We already paid a \$500 deposit with Canad Inns Polo Park
  - Sounds like they would be willing to carry it over for a future event

Vote:

- SurveyMonkey vote during meeting: Should have the 2020 Conference Yes or No
- 8/8 responded No (everyone in attendance except Hailey who is not a board member, therefore not allowed to vote)
- Do we have quorum? Yes
  - Section 30. Quorum: A quorum of the Board of Directors consists of one-half the members thereof.

Actions to take now that conference is cancelled:

- Andrea should send an email to members that we are postponing the conference but we are planning on a smaller conference after COVID-19; follow our social media for web resources and presentations we will do, other web opportunities; two separate emails
- Should we still have Education Awards?
  - Steven said yes, just do virtually or something, and announce again at the AGM and postponed smaller conference
  - As long as we have the funds for the two \$500 awards...
- Tatjana needs to look into yearly funds, see if Education Awards still feasible

Special Projects – who will take on setting up virtual conferences, etc.

- Keith – Red Cross mapping can be done virtually
- Steven – will help Keith
- Use GoToMeeting or Slack
- Marcello: intro to R web thing he is willing to do – Cassandra (?) to contact and choose a date
- Andrea: include a call in the email for if anyone wants to do a presentation
- Ken Fields group: Esri Cartography something (idea suggested by Steven)
- Matt: prep another QGIS night on another module

#### 4. Robert – MGUG Constitution Overview Presentation

- Non Profit Organization Constitution definition by government
- MGUG Constitution: since May 2007
- 12 articles, 67 sections... Rob went through each article briefly
- PDF of presentation is on Google Drive

#### 5. Workshop Scheduling

- Should have bi-weekly events happening
- Public slack idea (see notes and actions under 6. New Business)

## 6. New Business

- Hailey Wright (HW) – new board member?
  - HW nominated herself to be a new board member
  - Cassandra issued a vote and the result was 8/8 Yes for HW to become a board member
  - HW is now a member of the board
  - Which areas: Jobs & Content; Event Planning & Conference
    - Also currently helping Keith and Steve with web events
  - Cassandra to give HW access to Google Drive
- Public slack idea
  - For networking, questions
  - Steven mentioned a “GIS Success” slack channel, may be good idea to investigate how they run it – Steven to post it to slack for Hailey and others to investigate
- Tatjana to take Geoff off signing authority and to get Chris Hay on instead, may not need to do in person
- Matt to email sponsors from last two years; adjust Adrea’s email after that is sent; let them know we are not having the conference this year; note to be a member so get the update emails and follow social media

Meeting adjourned 6:25pm