

MGUG Board Meeting

AGENDA: Wednesday May 8, 2019

When: Wednesday, May 8, 2019 @ 5:00-7:00 pm

Where: Manitoba Infrastructure, 2nd Floor 280 Broadway, Winnipeg, MB

Who: Keith Hartley, Jocelynn Johnson, Heather Reeves, Matt Sebesteny, Cassandra Clouston, Geoff Gunn, Melissa Turner, Robert Belton, Satwant Kaur, Andrea Dousiss, Tatjana Radulovic, Evan Graham, Melissa Turner, Steven Hills, Glen McDonald

1	Review of Meeting Minutes	Cassandra (Geoff not able to attend)
2	Director Updates <ul style="list-style-type: none"> • Financial- Tatjana • Sponsorship and Advertising- Matt/Keith/Melissa • Social Media and Marketing – Andrea • Jobs and Content – Heather • Web Maintenance – Keith • Membership - Jim • Education- Steven/Satwant • Event Planning- Evan/Glen/Cassandra 	Directors
3	Group Membership <ul style="list-style-type: none"> • Conference Planning (October 23, 2019) <ul style="list-style-type: none"> ○ Ticket Prices open sales May 1st ○ Lanyard colour for Speakers ○ Keynotes (need one by end of month) ○ Budget confirmation (Tatjana/Geoff) ○ Sponsorship GO! • Design Team <ul style="list-style-type: none"> ○ Conference Posters/Emails • Education 	
4	Special Projects <ul style="list-style-type: none"> • Workshop Wednesdays • Networking Night 	Cassandra/Keith
5	Other Business	Board

1. Introductions

2. Review of Meeting Minutes

- Tatjana, Jocelyn, Cassandra, Geoff signatures for transition
 - Ongoing, JJ to mail forms to Robert
- Research options for new lawyers- Geoff, Keith- ongoing
 - Ongoing
- Accessibility plan for MGUG- Robert
 - Complete, need to review with board
- Get a quote for a new MGUG booth- Keith
 - Ongoing
- Board members to pick a MGUG store item
 - Ongoing, most don't have items yet
- Geoff to design a receipt claim form for board members to use next year
 - Ongoing- Geoff, Tatjana
- Heather and Keith to investigate Wordpress plug-in options for Slack-
 - Ongoing
 - Twitter feeds and Instagram on website
- Geoff to contact sponsors with outstanding balances
 - Ongoing
- Business cards and poster for MGUG conference - Andrea, Robert
 - Ongoing
- Receipt claim form - Geoff
 - ongoing
- Shirt order
 - Ongoing

3. Director Updates

- **Financial- Tatjana**
 - i. Will meet with Geoff
 - ii. Look at budget for conference and MGUG banner
- **Sponsorship and Advertising- Matt/Keith/Melissa**
 - i. Tickets to go on sale as of May 13
 - ii. Sort out contacts to make sure that we are contacting the correct people
- **Social Media and Marketing- Andrea**
 - i. New banner for social media and email
 - ii. Developing business card and poster
 - iii. Date on website needs to change (15th vs 16th)
- **Web Maintenance- Keith/Heather**
 - i. Looking into plugins to solve spam issue
- **Jobs and Content- Keith**
 - i. Added more jobs
- **Membership**
 - i. 943 memberships, up by three
- **Education- Steven/Satwant**

- i. New posts are on the website, updating Twitter feeds with education content
- **Event Planning- Evan/Glen/Cassandra**
 - i. Networking night a success, should do again – reaching critical mass, lots of attendees
 - ii. Next time, maybe a more structured format as attendance is up
 - iii. Need to be more strict with time, some presenters took lots of time
 - iv. Keith – mapping night upcoming on 15th
 - v. Matt – may want to do an into to QGIS night
 - 1. Robert to help, has SkullSpace membership
 - vi. Keith – maybe to a general FOSSY night, maybe geocaching. Geocaching could bring in a different crowd

4. Group Membership

- **Conference Planning**
 - i. **Tickets on Sale may 13**
 - ii. **Prices:**
 - 1. Regular: 115-125 (inc. early bird)
 - 2. Student: 50
 - 3. Board member discount – MGUG constitution says we can't be discounted or compensated for work
 - a. However we don't get full benefit of conference, ie. may not see any talks at all really
 - b. Need 3 months to change MGUG constitution, not enough time to make changes
 - c. Will stay status quo this year, consider changes in future
 - iii. **Keynotes**
 - 1. Kenneth Fields confirmed (!!!)
 - His talk is explicitly vendor neutral, as should all be
 - 2. ESRI will only send one keynote though, need another
 - 3. About 20 concurrent speakers are needed
 - 4. Speaker tracking table on Google Drive
 - iv. **Prizes for conference**
 - 1. Ducks Unlimited may be able to provide
 - v. **Lanyards**
 - 1. Evan Graham looking into bright lanyard to identify speakers
 - 2. ESRI conference separated speakers with special lanyards and it seemed helpful

- **Design Team**
 - i. **Conference Posters/Emails**
 - 1. Business cards and lanyards underway

5. Special Projects

- Workshop Wednesdays - ongoing
- Networking Night - ongoing
- Brandon Night - ongoing

Meeting adjourned: 7:05