

Review of Meeting Minutes

- Keith was going to look into Modern Earth
- Domain name invoice is yearly
- Forms for awards were created by Steve and they have been uploaded to the website
- Tatjana to add the annual costs to a spreadsheet for Modern Earth and domain name
- Cassandra and Satwant will be at the Manitoba Land Surveyors conference September 12th and 13th- handing out conference cards and posters

Director Updates

Financial

- Geoff passed on older documents onto Tatjana- she will go through and sort through everything
- When anyone needs an invoice, Tatjana will create it, and send it to them. This will make it easier to track.
- Matt and Tatjana which invoices have been confirmed for sponsors

Sponsorship and Advertising

- There's a standardized list that Matt and Keith created
- Jim has been helping with calling sponsors
- so far about \$8000 has been raised from sponsorship- we need about \$14,000 to cover conference costs

Jobs and Content

- No website maintenance lately besides tabs. Keith will spend time updating wordpress platform
- Jobs have been updated regularly
- Cassandra has been updating conference and speaker page
- Sponsors should be linked to their individual webpages
- Board Member application form is out of date- 2015

Social Media and Marketing

- Regular emails are going out reminding people of the early bird ticket sales
- there will be 3 emails going out next week in advance of the early bird deadline

Web Maintenance

Membership

Education

- No student applications for awards this year
- Will be re-posted on U of M and U of W websites
- In 2018 there was a total of 4 or 5 applicants
- Posters have been sent to Jeremy (at planning program)
- Satwant will put up posters at the U of M

Event Planning

- Skullspace event - September 25th- 6-8 pm - Matt
- Skullspace event - September 26th - Keith
- Meetup- also post on datascience group
- Meetup, twitter, Facebook, instagram, email, LinkedIn
- Networking Night at TransCanada Brewery- May happen at the end of November
- The next data science workshop- Jacques Marcoux will be presenting- we could talk to people and encourage membership/conference

Conference Planning

- Registration List document should be set up for 2019
- 10 below registration from the previous year
- Start using #MGUG2019
- Conference Roles
 - Main MC- Geoff
 - Workshop/Concurrent Session MC's- Jim, Matt (Workshop)
 - Tatjana and Geoff will arrange for the awards- Silver Birch?
- 3 books from Ken Fields
 - early bird prize
 - Q/A giveaway
 - imagery contest prize
- Early bird prize
 - 1 book
 - 3 pairs of concert tickets
- Door prizes
 - WAG passes
 - Lewis Instruments swag
- We have enough prizes available, and MGUG swag available to give away
- Check when doors to the venue open in the morning
- Everyone will be stuffing name tags the night before
- Make a map of the venue to show where to park and how to get inside
- Doors need to stay closed at all times to the foyer area
- Doors between the two rooms need to be closed at all times
- 22nd of October- meeting at Club Regent Casino at 5pm- Evan will confirm times
- Donations under \$500 would be recognized at "Friend of MGUG"