

## AGENDA: MGUG Monthly Meeting December 2019

**When:** Wednesday, December 11, 2019 @ 5:00-7:00 pm

**Where:** IISD (325-111 Lombard Ave., Winnipeg, MB)

**Attendees:** Tatjana, Matt, Andrea, Evan, Cassandra, Geoff, Keith, Steven

**Regrets:**

1	<b>Review of Meeting Minutes</b>	--
2	<b>Director Updates</b> <ul style="list-style-type: none"> <li>● Financial- Tatjana/Geoff</li> <li>● Sponsorship and Advertising- Matt/Keith/Melissa</li> <li>● Social Media and Marketing – Andrea</li> <li>● Jobs and Content – Heather</li> <li>● Web Maintenance – Keith</li> <li>● Membership - Jim</li> <li>● Education- Steven/Satwant</li> <li>● Event Planning- Evan/Cassandra</li> </ul>	Directors
4	<b>Conference</b> <ul style="list-style-type: none"> <li>● Remaining business</li> <li>● MGUG 2020 Planning and Prep</li> </ul> <b>Accessibility (Robert)</b>  <b>AGM</b> <ul style="list-style-type: none"> <li>● Venue / Food</li> <li>● Format</li> <li>● Speakers</li> <li>● Sponsors</li> <li>● Who's staying? Who's leaving?</li> </ul> <b>Other</b> <ul style="list-style-type: none"> <li>● Education Update</li> <li>● EcoNetwork (Geoff)</li> </ul>	Cassandra
6	<b>Other Business and Future Meetings</b> <ul style="list-style-type: none"> <li>● Recruiting and board changes</li> </ul>	Board
7	<b>Review Action Items</b>	--
8	<b>Next Meeting – January 8 or January 15?</b>	

### Minutes

#### Review of minutes and action items

- Paid AV last so that's good :)
- went to manitoba land surveyor
- Banking is getting figured out
- Slides and pictures still need to get onto the website
- Robert and Andrea were looking at hootsuite
- Cassandra upgraded wordpress last night and all the widgets

- Keith will still contact ModernEarth to add a SSL. 90/hour for their work. We have everything we need to do it. We just need the time. Cassandra has a contact that could do it.
- Instagram widget is new fixed!

## Director Updates

### Treasurer

- Saved money on some things and spent more on others, but balanced by. better revenue from both sponsorship and registration.
- Expecting about 2000
- Gained 5,395.82 from the conference!
- Still categorizing pivot tables.
- Follow up with Jocelynn for Constant Contact -- what's the payment. Ask Jocelynn to change constant contact contact e-mail to treasurer@mgug.ca
- Geoff to follow with Morris insurance about.
- Tatjana wants us to be aware of costs of e-transfer and Square.
- If you pay for something, send receipt to [treasurer@mgug.ca](mailto:treasurer@mgug.ca) so Tatjana can send to the leger.
- Prefer only tatjana deposits cheques.
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### Sponsorship and Advertising

- Migrating things to 2020, brochure and info package will be revamped for next year.
- Have a no-booth price. Minimum of 2 tickets per sponsor when they give a booth.
- Tracker is updated and ready to go for next year.
- Some sponsors want at least 6 months notice - so we should begin ASAP
- By the end of January we should know date and location for the Conference

### Social media and marketing

- Andrea has all pictures from conference up on the Google Drive, not all are edited
- Needs to get the password back to instagram
- It's also missing off the website on Matt's computer
- Andrea will create MGUG public drive and populate it.
- Andrea presented HootSuite. It is free for up to 3 social media accounts.
- Cassandra suggests looking into our numbers for accounts to decide which ones to use with that.
- Cassandra would like a slideshow (Rob had started one) describing what MGUG is with a Monitor on the Table
- Geoff has a monitor to donate.
- MGUG frisbee.

### Jobs and content

- Cassandra will catch up with Heather
- More jobs posted! Jobs jobs jobs

### Web maintenance

- Keith's busy.
- Cassandra did some updates and it works.
- FYI the new wordpress's upgrade process does a new panel type of view.

### Education

- No update, had decent turn out for GIS day things.

### Events and networking

- Event in January at Forks common - people want it downtown. Keith notes it's packed in January.
  - Evan suggests the Yellow Dog can be reserved. Archaeology group booked that room.
  - Evan's going to contact the yellow dog and make sure there's no Jets game.
  - Andrea suggests the sky lounge below Prairie 360 could be a neat place.
  - Everyone keep their ears open.
- Cassandra is away January 24 to february 7th.

### Conference

- Need venue by end of January!
- Who wants to help conference 2020. Robert will lead, but need help picking out the venue.
- Evan could help.
- Need main room for 300 people plus 2 additional rooms of 100 people each.
- Tatjana liked experience with the Victoria Inn this fall with a Ducks event.
- Robert has contacted:
  - UofM
  - Fairmont
  - Victoria Inn
  - CanadInns Polo
  - Hotel Fort Garry
  - Viscount Gort
  - The Met
- Viscount gort and fairmont cannot accommodate our size, working with the rest.
- CanadInns quoted 15500 (not including AV)
- Interested in UofM to boost student visitors (but parking problems)
- Robert will send digital holiday card.
- We should connect with APEGM - Evan notes provincial engineers would be interested.
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### AGM

- Park theatre is booked, 200 deposit required and Robert is doing a walkthrough early January.
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### Accessibility

- robert will update next meeting

### AGM

- February 20th 2020 (2020-02-20) at the Park Theatre
- Send out a save the date!
- Same price as last year - beer at lunch, coffee and soft drinks, order through Burrito Splendito. Food and muffins in the morning and cookies in the afternoon.
- Robert is heading that thing.
- Eventbrite up soon, by january
- Morning session is AGM stuff - director reports, then strategic brainstorming in groups. Need at least 40 people for quorum. Geoff to take notes. Cassandra will like to have a reduced rate for MGUG board members. And allow P
- Speakers: we need 6 speakers for afternoon session.
- Board issues - keeping board members; reimbursements/honoraria for representing MGUG;
- Ask members about conference pricing, membership pricing. For next meeting figure out groups.
- Jacques has agreed to talk, Jeremy will possibly present, Robert has a backup, Geoff may present, Evan may present on flooding in 2017.

- In google Drive 2020 folder Cassandra will make folders.
- Invite sponsors to conference and ask if they'd like to present. Cassandra will e-mail.

#### **Other business and future meetings**

- Send Geoff or Cassandra if you're planning on leaving the board. Let the group know. Evan and Melissa are stepping down.
- This year we've been running at 2 short, talk to people you know. There'll be at least 4 openings.
- Cassandra has a few maybes.

#### Misc

- Geoff check in with Jim and Heather for next year and see how they're doing.
- Cassandra offered to make a storymap for Save our Seine so is looking for someone to do a story map or project. Cassandra will send Steven a contact.
- Order another banner?
- Geoff and Evan to talk about grants
- Check with Jocelynn to check about constant contact
- Geoff updated on EcoNetwork in the news
- Cassandra updated on GeoAlliance Canada
- Brief discussion on Geolgnite
- Cassandra spoke with a local business working with GIS and narratives.
- Keith updated FOSS4G.

Done at 7:06