

# Minutes for June Board Meeting Manitoba GIS Users Group

## AGENDA

**When:** Wednesday, June 9, 2021 @ 5:00-7:00 pm

**Where:** Web meeting via Zoom

**Who:** Keith Hartley, Jim Rodger, Paige Kowal, Chris Hay, Steven Hills, Matt Sebesteny, Edirin Okpikpi, Geoff Gunn, Alex Yuzwa, Allison Davies, Sania Rahman

1	<b>Review of Meeting Minutes</b>	<b>Secretary</b>
2	<b>Director Updates</b> <ul style="list-style-type: none"> <li>• Secretary (Chris)</li> <li>• Treasurer (Paige)</li> <li>• Sponsorship and Advertising (Matt &amp; Jim)</li> <li>• Social Media and Marketing (Alex &amp; Geoff)</li> <li>• Jobs and Content (Keith &amp; Geoff)</li> <li>• Website Maintenance (Edirin)</li> <li>• Education (Steven)</li> <li>• Events and Conference (Allison)</li> <li>• Other (Sania)</li> <li>• Membership (Jim)</li> <li>• Vice President (Jim)</li> <li>• President (Keith)</li> </ul>	<b>Directors</b>
3	<b>Fall Conference</b>	<b>Board</b>
4	<b>New Business</b>	<b>Board</b>
5	<b>Next Meeting – July 14</b>	<b>Secretary</b>

# MINUTES

Meeting began at 5:00 PM, June 9, 2021

All attendees connected remotely via Zoom

## Attendance:

- Present: ✓
  - Keith Hartley ✓
  - Steven Hills ✓
  - Chris Hay ✓
  - Matt Sebesteny ✓ (RSVPed would be 15 minutes late)
  - Edirin Okpikpi ✓
  - Sania Rahman ✓
  - Paige Kowal ✓
  - Allison Davies ✓
- Absent: ✗
  - Geoff Gunn ✗ (RSVPed could not attend)
  - Jim Rodger ✗ (messed during meeting was still at work)
  - Alex Yuzwa ✗ (RSVPed unable to attend)

## 1. Review of Meeting Minutes

- May Board Meeting Minutes
  - Changes (if any) – none
  - Review of meetings
  - Formal acceptance of minutes – DONE

## 2. Director Updates

### Secretary (Chris)

- Updates:
  - Contacted Assiniboine Credit Union again re accessing business account – problem solved
  - Google Drive storage space issue – try gift card option to avoid having personal MasterCard on billing
  - Set up new Zoom for future meetings
  - Got key for mail box
- Things still need to do:
  - Try making more copies of key

### Treasurer (Paige)

- Updates (done):
  - Payment for liability insurance (D&O Renewal from Morris Insurance Brokers)
  - Reimbursed Keith for some recent expenses...
  - Cassandra Meetup renewal reimbursement
  - FYI: Current balance is: around \$12K
- Todo:
  - Reimburse Keith again for Constant Contact

- Perhaps get us a debit VISA we can use for things (especially big expenses)! – Paige will get in touch with the same company Cassandra contacted
- Contact bank about getting rid of Geoff's email for updates

### **Sponsorship and Advertising (Matt & Jim)**

- No real sponsorship updates currently
- Met with Steven, looked at new idea from Steven... will discuss more later in conference section
- Working on figuring out tiers! Based on new platform from Steven (to be discussed more later in this meeting – under conference section)
- Then will contact sponsors

### **Social Media and Marketing (Alex & Geoff) – Alex and Geoff not in attendance, but Keith remembered some things that happened**

- Updates:
  - Twitter etc. has been getting updated
  - Posted nice new graphic for lunch and learn
- ToDo:
  - Probably a new monthly event to post – see Events section

### **Jobs, Content, Web Maintenance (Edirin, Keith, Matt & Geoff)**

- Updates:
  - Edirin has been posting jobs
  - Keith posted a UofW Masters of Environment content note
  - Sania added photo to website
  - Edirin worked with Keith on website updates
  - Website was moving slower – Edirin found problem
  - Matt has been working on style updates (via dev website)
- ToDos:
  - Edirin and Keith still are working on finding the solution to theme problem to run update (Keith plans to contact Ben Rodgers)
  - Edirin is working on updating to new theme / Matt is working on CSS updates
  - Potentially Alex can help with graphic updates, if time and wants to
  - Add Fall Conference to Website! Just the dates for now

### **Education (Steven)**

- Updates:
  - Started working on Education posters, but not finished yet
  - Emailed educators list for upcoming conferences (e.g. Esri UC is virtual again this year – free registration for anyone with ArcGIS license)
- Todos: none noted

### **Event Planning & Conference (Allison)**

- Done:
  - Conference was announced
  - Had lunch and learn in May
    - worked well but Keith suggests having multiple hosts in case one needs to pull out

- we seem to think having one of these every few months is a good idea (maybe alternate with pub nights)
  - good to be strict on time
  - speakers should have a note about being vendor neutral, no insulting vendors, let them know the time limit (perhaps in the ad, or if have Google Form speaker forms to fill out)
- Next event:
  - June 30 Wed pub night (same as lunch and learn but in evening)
  - July lunch and learn

#### Other (Sania)

- Role: will help Allison with Events and Fall Conference, and anywhere else as needed
- Has past experience with conferences organizing
- Meet next week Wed – Keith, Allison, Sania, Paige, also Cassandra (past documents with checklist for procedures to organize, will be different now since online)

#### Membership (Jim)

- Absent, left some notes to share, and would like to follow up with Keith later
- Notes:
  - 1022 MGUG members
  - 1222 Constant Contact
  - Bounces issue to sort out – should clean up list to remove ones no longer needed (less bounce backs into info@mgug.ca)

#### Vice President (Jim)

- Absent, no VP related notes to share
- Keith explained VP role to new board members
- Keith about how Jim is good at phoning sponsors, which is a VP role

#### President (Keith)

- Updates:
  - None
- To-dos:
  - Keith still needs to do mail re-direct set up from Century to new address

### 3. Fall Conference

- Speakers:
  - Keynotes (2)
    - Gretchen Peterson has confirmed willing and able to be a Keynote speaker
      - Open cartography
      - Wrote a few books (colouring book, QGIS map design, cartography/map design)
      - Podcast on various maps
    - John Nelson has confirmed would love to be a virtual speaker
      - Esri cartography, has also written a book
    - Need to be mailed form

- Other speakers (ideas)
  - Matthew Johnson (M3 Aerial / now Velotus): on new drone pilot licensing requirements, has done a talk in the past
  - Steve DeRoy: Indigenous Mapping, member of Ebb and Flow FN (in Manitoba), did a talk in the past, Steven has him as a contact, could reach out
  - Melissa Turner: Indigneous Mapping Conference helped out when it happened in Winnipeg
- Platform:
  - Steven Google Drive added some documents under the Conference folder > Admin – pros and cons – see notes for details (“Potential Options for Virtual Conference”) – consider how sponsors fit in each of these
  - Options:
    - Zoom
      - Cheaper but MGUG board will need to be more involved
      - Less favorable / trickier to get Sponsors involved
    - Howling Pro Video Conferencing Services (Production Company)
    - Online Event Platforms (several options – e.g. Pheedloop.com...)
      - Videos to check out to learn more...
      - Need to get for one year, so could use for AGM as well, or other events
  - Subcommittee to prep suggestions and then do a Slack vote for entire board (set a due date need to vote by)
- Workshops idea
  - Concurrent
  - Hands-on
  - Work really well in virtual environment in particular (easy for us to do the work at the same time)
  - Could have run by keynotes
- Price examples:
  - Geolgnite – \$80 (3 days one week, 3 days another week)
  - Canadian Cartographic – \$20 for 3 days
  - GeoEd21 – Free just need to register (makes sense since a US gov funded event)
  - Past MGUG conferences: we charged \$90 to \$100, and had 200-300 people (but were in-person, and sponsors were involved)

#### **4. New Business**

##### Residential schools

- discussion began on Slack channel
- homework to do for those interested
- continue discussion on Slack
- we won't contact anyone until first discussing with all of MGUG

#### **5. Next meeting – Jul 14**

Meeting adjourned 7:16 pm

**BOARD MEETINGS 2021**

MAR 10, APR 14, MAY 12,  
JUN 9, JUL 14, AUG 11,  
SEP 8, OCT 13, NOV 10,  
DEC 8

**BOARD MEETINGS 2022**

JAN 12, FEB 9, MAR 9