

# Minutes for MGUG Board Meeting November 2021

## AGENDA

**When:** Wednesday, Nov 10, 2021 @ 5:00-7:00 pm

**Where:** Web meeting via Zoom

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

1	<b>Review of Previous Meeting's Minutes</b>	<b>Secretary</b>
2	<b>Board 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 (Geoff + others)</li> <li>• Jobs and Content (Keith, Geoff, &amp; Edirin?)</li> <li>• Website Maintenance (Matt &amp; Keith)</li> <li>• Education (Steven)</li> <li>• Events and Conference (Allison &amp; Sania)</li> <li>• Membership/Vice President (Keith - temporarily)</li> <li>• President (Keith)</li> </ul>	<b>Directors</b>
3	<b>Review of Fall 2021 Conference</b> <ul style="list-style-type: none"> <li>• Status of Prize Deliveries</li> <li>• Evaluation of Survey Results</li> <li>• Any other discussion</li> </ul>	<b>Board</b>
4	<b>Next Meeting – Dec 8</b>	<b>Secretary</b>

# MINUTES

Meeting began at 5:00 PM, November 10, 2021  
All attendees connected remotely via Zoom

## Attendance:

- Present: ✓
  - Keith Hartley ✓
  - Paige Kowal ✓ - had to leave 6:00pm
  - Chris Hay ✓
  - Geoff Gunn ✓
  - Steven Hills ✓
  - Matt Sebesteny ✓
  - Allison Davies ✓ - will be a little late
  - Sania Rahman ✓
  - Edirin Okpikpi ✓ - had to leave 6:30pm
- Absent: ✗
  - None ✗

## 1. Review of Meeting Minutes

- October Board Meeting Minutes
  - Changes (if any)
  - Review of meetings
  - Vote and formal acceptance of minutes – DONE
    - Chris moved, Geoff seconded – Minutes Accepted

## 2. Board Updates

### Secretary (Chris)

- Updates:
  - Checked mail, tested key copy (it worked), gave key to Paige
  - Prepped Fall Conference Evaluation Survey Results to review
  - The usual meetings setup, etc.
- Things still need to do:
  - Make AGM planning an agenda item for next board meeting!
  - Look up how Sania recommended person can join board!
  - Mail re-direct set up from Century to new address (probably ok but do it anyway)
  - Set up Google Drive for 2022

### Treasurer (Paige)

- Updates:
  - Current balance is: \$14,300.93
  - We got the Eventbrite deposit from the Fall Conference event, but still waiting on some additional payments to come in from government group
  - Some sponsor payments came in – City of Winnipeg, Stantec, Assiniboine Community College
  - Payments that went out: Meetup

- Payments coming out soon: Zoom Webinar payment for one month (\$183.47), about \$130 in prize mailouts (Keith will send receipts)
- Todo:
  - Keith to call ACU for login issue help
  - No sign of Modern Earth in-kind hosting sponsorship info... Keith still looking to confirm if not available, then Paige can respond with it, logo on website... have not heard from them again yet
  - Ongoing: Get MGUG a Debit Visa, auditing process is tied in

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

- Updates:
  - One sponsor entry updated
  - Matt proposed new modern logo
    - Board likes it being more modern like this, no more crosshairs or gaudy colours
    - Some edits recommended
    - Keith proposed showing at AGM
- Todos: (Matt)
  - Sponsors thanks post-conference email

### **Social Media and Marketing (Geoff and others)**

- Updates:
  - Geoff Tweeted for Conference
  - Discussion:
    - About John Nelson MGUG Candy post becoming so popular – possibility of making MGUG more widely known outside of Manitoba
    - LinkedIn – would be nice to let multiple board members post to the page, and trusted other members (e.g. past board members) – a subcommittee, more discussion on Slack (less about policing content, more about just MORE content)
  - Social media numbers:
    - Twitter: 941
    - Instagram: 176
    - Facebook: 116
    - LinkedIn: 137
- ToDo:
  - Sponsorship shoutouts / work with sponsorship? Not part of agreement, but could be a nice bonus
  - GIS Day is the day before Nov 17
    - <https://www.gisday.com/en-us/overview>
  - Advertise November event – Andrew lunch and learn (see Slack – noon hour on Nov 24<sup>th</sup>)

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

- Updates:
  - Edirin and Keith posted several jobs (16 total)
  - New content has gone up on website from Matt, Steven
  - Discussion about more website engagement – potentially getting more people to join Slack

- Edirin let us know he will only be able to continue with board until end of year 2021, but also not able to make Dec board meeting (will officially leave board for Jan 2022)
- Matt: suggested two new plugins, asked Keith about druple website backup
- ToDos:
  - Try a new website theme via experimental website (before try on actual website)
  - Create archive of past events, awards
  - Contact Jim to find out how constant contact plugin for website works for him, and slack registration

### **Education (Steven)**

- Updates:
  - Steven has the text for the EDU awards to be presented at the AGM in Feb '22
- Todos:
  - Steven need to finalize some stuff and then get some fancy graphics for social media and outreach to the student groups and EDU/teacher contact list

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

*(This section focused on monthly events, will put Conference notes under separate section)*

- Done/ Updates:
  - UofM Meg Miller lunch and learn talk postponed due to strike (possibly Dec)
  - Decided to skip August event and skip to September (people are away in summer – July event had low attendance)
- Next event:
  - Andrew will do a lunch and learn – Nov 24<sup>th</sup> noon hour – Steven can host the Zoom – Allison put it on Meetup, Keith Email, Social Media crew Social Media (note: Keith will not be available for this event)
  - November 30 Days of Mapping event at end of November?
    - <https://github.com/tjukanovt/30DayMapChallenge>
    - In-person – Allison to figure out a venue where can project or use TV to show maps
  - Meg Miller lunch & learn – postponed to Dec 8 event now maybe (will check with her again later – do not announce it yet, will need to check with her)
  - Fun informal board-only in-person get together?
- AGM Discussion started
  - Venue ideas:
    - Typically Park Theatre
    - Barn Hammer Brewing no good – had a required one drink minimum for each
    - UofM study hall
    - Adam Beach Film Centre
    - Gargoyle Theatre
  - When
    - Around third week of February
    - That Louis Riel Week, or the week before
    - Feb 17<sup>th</sup> or 24<sup>th</sup>
    - Allison will call Park Theatre to confirm a date, then social media can promote

## Membership (Jim)

- Updates:
  - None
- Todo:
  - None

## Vice President

- Interim vote/nomination for Matt Sebesteny to be Interim V.P.
- Steps:
  - Confirm quorum – 7 board members present at this moment
  - Keith Motions moved to Matt Sebesteny to be Interim V.P. until AGM / next board
  - Someone second the motion Allison
  - Will a majority vote for Matt to take Interim V.P. role?
  - <https://xoyondo.com/ap/UdEqpXX8Itl6qJ3>
  - Results: All Yea – Motion Passed
- Constitution references:
  - Section 44. Election of President and Vice President: The President and the Vice- President shall be elected by the Directors from amongst themselves once each year, such election to take place at the first meeting of the Board of Directors following the AGM. Such election shall be by consensus or by a series of ballots.
  - Section 34. Motion Carried: All questions arising of Directors shall be decided by a majority of votes. A meeting motion shall be carried when a quorum exists (see Section 30) and the majority of Directors present vote for it.
  - Section 30. Quorum: A quorum of the Board of Directors consists of one-half the members thereof.
    - There are currently eight board members, so we only need four board members present to count as a quorum.
  - Section 37. Resignations & Temporary Absence: Any Director, or elected or appointed officer, may resign his office at any time. [...] In the case of temporary absence of any office of Director, or for any other reason that may seem sufficient to the Board, the Board of Directors may delegate these powers and duties to any other officer, or Director, or any member of MGUG on an interim basis.

## President (Keith)

- Updates:
  - None (besides conference)
- To-dos:
  - Everyone should review their roles in the board roles
  - Everyone should look for more Board members

## 3. Review of Fall Conference

- Status of Prize Deliveries
  - Allison took on Angela Howells prize – Paige has the address and contact in the prize winners spreadsheet tab for Allison to do this
  - Keith mailed out keynote prize
- Evaluation of Survey Results
  - 32 of 120 people responded (only about a quarter)
  - Key points:

- Positives:
  - For networking, could have been better – one large group
  - Remote people were glad to be able to join in without traveling to Winnipeg
  - Generally positive responses for price, speakers, registration
  - More interactive than past conferences (with the chat and surveys)
- Negative:
  - Moderation could have been a bit more polished
  - Audio crackly – a few people had issues – none of the board members experienced that, so may have been on user's end
  - Tech problems with a couple of speakers – we had practice sessions with the speakers, it happens, not sure what else could do
  - One person felt was unprofessional, wanted more professional tone overall
  - Surveys and chat pop-up issues being distracting – can be resolved via Zoom setup on user's end, maybe next time we could show how this can be resolved near the start
  - Someone wanted more presentations (was it fewer this year than last?)
  - Greg Carlson nomination joke was thought to be in poor taste, but was included in the submission from the people who nominated him – should have specified that it was not the moderator's own text but was from the submitters or Greg himself
- General Board comments:
  - We liked the chat, thought it was fine, added more interaction
  - Generally more favorable to lighter tone – can keep in mind balance between un/professional and entertaining/boring

#### **4. Next meeting – Dec 8**

Meeting adjourned 7:20 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