

Minutes for MGUG Board Meeting December 2021

AGENDA

When: Wednesday, Dec 08, 2021 @ 5:00-7:00 pm

Where: Web meeting via Zoom

Who: Keith Hartley, Paige Kowal, Chris Hay, Jim Rodger, Steven Hills, Matt Sebesteny, Geoff Gunn, Allison Davies, Sania Rahman, Robin Hossain

1	Review of Previous Meeting's Minutes	Secretary
2	Board Updates <ul style="list-style-type: none"> • Secretary (Chris) • Treasurer (Paige) • Sponsorship and Advertising (Matt) • Social Media and Marketing (Geoff, Matt, Chris, Sania) • Jobs and Content (Keith, Sania) • Website Maintenance (Matt & Keith) • Education (Steven) • Events and Conference (Allison & Sania) • Membership (Jim) • Vice President (Matt) • President (Keith) 	Directors
3	Potential New Interim Board Member	Board
4	Annual General Meeting planning	Board
5	New Business	Board
6	Next Meeting – Jan 12	Secretary

MINUTES

Meeting began at 5:00 PM, December 08, 2021

All attendees connected remotely via Zoom

Attendance:

- Present: ✓
 - Keith Hartley ✓
 - Paige Kowal ✓
 - Chris Hay ✓
 - Steven Hills ✓
 - Matt Sebesteny ✓ - could only attend until 6pm
 - Allison Davies ✓ - will arrive 5:30
 - Sania Rahman ✓
 - Robin Hossain ✓ - will arrive 5:30
- Absent: ✗
 - Edirin Okpikpi ✗ - let us know last meeting can't make this one or future ones
 - Geoff Gunn ✗
 - Jim Rodger ✗ - sends his regrets, had to work late
 - None ✗

1. Review of Meeting Minutes

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

2. Board Updates

Secretary (Chris)

- Updates:
 - Set up Google Drive for 2022
 - Made AGM planning an agenda item for this board meeting!
 - Looked up how Sania recommended person can join board!
- Things still need to do:
 - Robin Google Drive and Board Slack – setup with access to these
 - Check constitution for how much earlier we need to advertise the AGM! (as soon as a date is chosen)
 - Mail re-direct set up from Century to new address (probably ok but do it anyway)

Treasurer (Paige)

- Updates:
 - Current balance is: \$14,301.69
 - No deposits
 - Waiting on deposit from University of Manitoba (strike was only just resolved)
 - Re-issued new invoice to Government of Manitoba (payment coming later)

- Prizes from conference almost all done (except one from Allison maybe)
- **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:**
 - Follow-up thank you email sent to sponsors for conference =)
- **Todos: (Matt)**
 - AGM stuff
 - Logo for AGM later

Social Media and Marketing (Geoff, Matt, Chris, Sania)

- **Updates:**
 - Tecterra event advertisement on social medias (Gov of Canada and Alberta – this company was formed to provide government grants – geomatics innovator)
 - Instagram gap filled by Sania now
 - Social media numbers:
 - Twitter:
 - Instagram:
 - Facebook:
 - LinkedIn:
 - GIS Day tweet
 - Nov event got advertised...
- **ToDo:**
 - None / the usual
 - Call for board members – later, when AGM venue chosen

Jobs, Content, Web Maintenance (Sania, Keith, Matt)

- **Updates:**
 - Edirin may be tapering off now
 - Sania has started posting jobs too (probably every Saturday)
 - Content: Matt and Steven posted some blog content
 - Matt found flags on “rank math”, so may be less annoying now – discussed and decided to just remove
- **ToDo:**
 - Keith: Druple database of old website (backup) for Matt to investigate
 - Investigate website being 97% full? (“disk quota” in Info email)
 - Add a banner call for new board members!
 - Try a new website theme via experimental website (before try on actual website)
 - Create archive of past events, awards (MGUG History)
 - Contact Jim to find out how constant contact plugin for website works for him, and slack registration

Education (Steven)

- **Updates:**

- Discussion about UofM strike status – students are back in classes
- Discussion about having the student award winners to do a short presentation on their work (5-10min)
- Usually all entries get a poster on the wall
- Allison: Blue Marble has a scholarship – maybe we should advertise it – Allison should share the link!
- Todos:
 - Education scholarships need to get straightened out – needs a push to get the graphics together, to get it out for the students for Xmas – mini slides for Instagram, Facebook, letter sized poster to put on bulletin board and in emails as PDF
 - Request for help with the above – Paige volunteered, Keith said Matt may be a good person to help with design as well

Event Planning & Conference (Allison and Sania)

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

- Done/ Updates:
 - November:
 - November Lunch and Learn was a big success – City of Winnipeg Open Data with data guru Andrew Burton (learn tips and tricks and what is new) – Wed Nov 24, at 12:15pm – Steven hosted on Zoom
 - General discussion:
 - Discussion of difficulties with hybrid pub nights – probably easier to do separate events than to try and have both
 - Discussion of venues for events...
- Next event:
 - December:
 - Plan is for Dec 15 pub night in person at Nonsuch
 - January:
 - Possibly 2nd week lunch hour event Lunch n Learn with Meg Miller – Steven will host
 - January Red Cross night Jan 13th! – Keith will host

Membership (Jim – away)

- Updates:
 - None
- Todo:
 - None

Vice President (Matt – away at this point in meeting)

- Updates:
 - None
- Todo:
 - None

President (Keith)

- Updates:
 - Will be away traveling for work and not available much for MGUG matters in upcoming dates:
 - Jan 17-28 away in Edmonton
 - Feb 7-18 away in Edmonton again

- To-dos:
 - Prize books delivery
 - Greg Carlson delivery
 - Various other mixed in other board members' todos

3. Potential New Interim Board Member

- Robin's Introduction: Urban Planning, has a Masters degree; climate change related work; well-traveled; currently working with Agriculture and Resources (Mining Branch) (Province of Manitoba) maintaining GIS and pipeline database; hobbies outdoor activities and gardening
- Keith proposed Robin be added as an interim board member, Chris seconded
- Unanimous vote of those present – including Matt but not Allison (6 people)
- Board introductions to Robin

4. Annual General Meeting planning

- Allison to-dos:
 - Call the Park Theatre to see if Feb 17th or 24th works
 - Ask if Park Theatre is ok with us bringing in outside food
 - Outside food: Costco and/or Burrito Splendito (with dietary restrictions options)
- Then save-the-date can be announced
- Spring break weeks (note)
 - ACC Feb 28 to Mar 4
 - U of W & Brandon U Feb 20 – 26
- Paige found Park Theatre numbers from last year:
 - 2020: Park Theatre Venue \$816; Burrito Splendito \$780; Other for drinks etc from Costco: \$120
- Prizes?
 - Usually just leftovers from conference..
 - Usually a couple of prizes (one for AGM, one for afternoon conference part)
 - Prizes: might be good idea to do Manitoba related items again (were a hit for Fall Conference)
 - Erlenmeyer prize may be nice for door prize to attract more people
- Speakers?
 - Put out call later (once have date)
 - Keep in mind for now – e.g. Melissa, Jacques Marcoux
- Strategic Priorities
 - We should update from the old document on the website
 - Poster paper / sticky notes to get ideas on paper at the event itself
- Board Members To-Do (everyone)
 - Review what has all happened / what you did in your role, from over the past MGUG year (Feb 2021 – Feb 2022)
 - Each board member can start working on their PowerPoint slides for AGM
 - Revisit Strategic Priorities / update it since last version – progress has been made! Possibly something to look at next meeting (if time, or separate meeting)

5. New Business – no time / nothing pressing

6. Next meeting – Jan 12

Meeting adjourned 7:00 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