



# Missouri Mappers Association

March 5, 2004

## MMA Board Meeting Minutes

First time via conference call

Meeting was called to order at 10:00 am. Members present: Jennnifer Peterson, Steve Daw, Randy Lewis and Kim Swisher. Members who showed up in Rolla: Marti Suiter and Brian Baker. We attempted to link them to the conference call but Jennifer was limited to three linked parties. Jennifer followed up with them later in the day to get their report.

**Item 1: Approval of minutes from last meeting with minor typographical edits.**

**Item 2: Approval of Treasurer's report**

### QUARTERLY TREASURER'S REPORT

For Period 11/4/03 - 02/27/04

<b>Beginning Balance:</b>		<b>\$12,142.62</b>
Revenue:		
Interest Earned	\$1.62	
Education	\$0.00	
Exhibitor Fees	\$0.00	
Conference Meals/Fees	\$0.00	
Golf	\$0.00	
Bowling	\$0.00	
Workshops	\$0.00	
PMM Certification	\$0.00	
Membership Dues	\$355.00	
Newsletter Ads	\$600.00	
West Central Dues	\$0.00	
Misc.	\$12.96	
	<b>Total Revenue:</b>	<b>\$969.58</b>
	Sub-Total	\$13,112.20
Disbursements:		
Postage	-\$232.00	
Annual Meeting	-\$16.04	
Golf Tournament	\$0.00	
Bowling Tournament	\$0.00	
Awards	\$0.00	
Secretary of State	-\$20.00	
MMA Website	\$0.00	
P.O. Box	\$0.00	
Mileage	\$0.00	
Newsletter	-\$30.00	
West Central	\$0.00	
Miscellaneous	-\$9.98	
		<b>-\$308.02</b>
<b>Ending Balance:</b>		<b>\$12,804.18</b>

### **Item 3: Committee Reports**

**Awards** – The Awards committee would like to do some form of special recognition for the eight members who have been members for the entire twenty years. This fits in with the special recognition discussions we had during the annual meeting section. See below.

**Certification** – Numerous requests have been received for PMM information and five applications were sent out. None have been returned. The deadline will be extended if needed since the newsletter was later than anticipated.

- Steve suggested that anyone passing the PMM exam in a year be offered a free registration to the annual meeting as a congratulatory incentive. It was discussed in greater detail (by email) after the meeting and decided that a maximum of three per year will be awarded. Although, this year only two will be offered since we are already committed to giving away one for the logo contest.
- Steve mentioned that KAM now has a GIS Certification program. Maybe we should look at it to see if we can incorporate it with MMA. Discussion on having it separate from the PMM certification.

**Education** – Larry Bollinger is willing to do another workshop for the annual meeting. Brian Baker, talked to him about doing a different topic this year. They will talk in more detail on the subject. The idea about doing an “MMA Technological Success Story” workshop was discussed more in addition to the possibility of Co-sponsoring a Map Projections workshop with the St. Louis ASPRS chapter.

**Information Technology** - There has been limited activity with the IT committee since the last board meeting in October 2003, particularly since the new year began. An article was published in the January issue of MMA's newsletter summarizing the committee's activity. Our home page was decorated with Christmas holiday appropriate graphics. We have an internet email listing service set up that can be used in the future for mass mailings to members. Follow up on enrolling the members for opt-in needs to be done. More research was done on protecting member's information on our website. To implement these findings will require and organized effort on the committees part. There has not been any more discussion regarding our web page hosting services, so nothing new to report there.

**Historical** - Expenditure of \$325 was approved for Historical Committee. See last meeting minutes for more detailed information on the purchase of photo binders, storage tubs, plastic sheet covers, etc. to be coordinated by Marti Suiter.

**Legislative** – No report

**Membership** - There are currently 65 counties paid up in MMA and 238 members. We will have to take off 45 from the membership list as they did not renew this year. The 238 is already minus the 45 unpaid ones.

**Publications** - The January newsletter went out at the end of January. We sent out approximately 280 newsletters to Members and advertisers. We had 11 advertisers in the January 2004 newsletter, which was the same amount as the October 2003 newsletter. Revenue generated by advertising was \$515, up from \$502 in October 2003. The cost of printing the January 2004 newsletter was \$192

#### **Annual Meeting**

- Meeting Dates were set for August 4, 5 & 6.
- There will be a Mardi Gras theme.
- The hotel contract has been signed.
- Steve talked about seeing if we could borrow the html code from MAGIC (Mid-America GIS Consortium) so we can do awards voting online next year. He will report back at the next meeting.
- Participation certificates will be given out to those attending the annual meeting. It will have the new logo on it.
- Picture frame samples and 20<sup>th</sup> anniversary logo design stickers were discussed and approved as giveaways. People can put their certificates in the frames or use them for their family, friends, etc. Steve will provide final dollar figures next week.
- Screwdriver sets were approved as giveaways (budget permitting)
- Kim will coordinate vendor registration bags
- “Missouri Mapper at Work” stick-on signs were approved as conference giveaways
- Budget of \$200 was approved for the decoration committee. They will also order beads as lanyards for name tags. (Who is doing name tags?)
- Budget of \$300 was approved for conference giveaways to be coordinated by Belinka Held
- The program will be produced by SKW.

- Steve needs to make boat reservations. Kim will offer the opportunity for vendors to sponsor the boat happy hour.
- Kim will prepare and email everyone a vendor giveaway letter to present to prospective door prize donors. Donors will be recognized with their contact information in the Conference Program and a link to their website from MMAs. Anyone in the organization can prospect businesses to provide a door prize.
- Consider doing a separate ticket price for the hospitality/recognition event in case there are those who come for that but don't stay for the meeting.
- The board will reconvene next week by phone & email to finalize the prizes and vote on new logo.
- Discussed when and how to do the attendance door prize drawings. Some found it cumbersome. Discussed drawing 3 names for a 2 prize give away right before the meeting gets started again. If the first two names are present in the room they have to pick up the prize after the session so there is less disruption. An extra name is drawn in case one of others isn't present. We need to iron out this idea a little more.
- Preliminary Agenda was discussed and thus far approved:
  - Wednesday Sessions:**
    - ArcGIS ½ day Workshop
    - Larry Bollinger - ½ day Workshop
    - Addressing ½ day Workshop
    - During the Vendor hospitality it was suggested that the Historical Committee prepare a PowerPoint or slide show presentation celebrating 20 years of MMA. Founding members and those who have continued membership since the first year will be encouraged to attend and will be recognized after the presentation. The Board will then invite the Founding Members and PMMs to dinner.
  - Thursday Sessions:**
    - Representative Ike Skelton – Keynote Speaker
    - Jim Harlan on the Lewis and Clark Expedition
    - Lafayette County
    - Susan Clark on Aneurisms
    - Vendor Round Table Discussion on Emerging Technologies
    - Eric Herrenkohn, Clarius Behavioral Analysts on workplace conflict (Tentative)
    - Thursday evening cruise followed by dinner. Vendors will be asked to sponsor the bar tab.
    - After dinner “Mardi Gras” night with the vendors. Vendors will be encouraged to participate in a booth decoration contest. Each vendor will be asked to have a carnival game at their booth with beads to give away.

#### **Item 4: Chapter Reports**

- Central East - Next meeting is tentatively scheduled for April 27<sup>th</sup> in Jefferson City as part of GIS Day at the Capitol
- West Central – None
- Southwest – None

#### **Item 5: Old Business**

- Don't forget to put refund policy wording on the conference registration form.
- The website is getting larger and too much for one person to manage part time.

#### **Item 6: New Business**

- Logo Contest – Randy will send the new logo entrants to Kim and she will scan and email them next week. Final decision to be made asap.
- 2003 Conference evaluations were briefly discussed
- Open Secretary Position – Richard Brown has resigned the Secretary position so we are needing to find a replacement. Board members highly recommended Belinka Held. She was asked, and she has accepted the offer to fill in until the annual meeting.
- MAGIC Conference Booth – If we have people manning the booth and actively marketing MMA let's do it, otherwise don't bother.
- MSPS Spring Workshop – Free booth space has been offered. Steve Daw will see if his schedule permits him to attend.

- By-Law Purpose – It was approved to change the by-laws wording to include a broader spectrum of mapping professionals. Article 8 may need to be updated in the future to define other forms of mapping.
- Jennifer will prepare a listing of items to consider when thinking about a conference call meeting.

Next Board Meeting is scheduled for June 4<sup>th</sup> in Rolla.

Meeting was adjourned at noon.