

**MINUTES OF THE MEETING
of the
BOARD OF DIRECTORS
CARTOGRAPHY AND GEOGRAPHIC INFORMATION SOCIETY**

March 16, 1999
Portland, Oregon

ATTENDING: Bob McMaster, President
Dave Danko, Vice President
Timothy Trainor, Secretary/Treasurer
Dennis Fitzsimons, Director
Leslie Godwin, Director
Ted Steinke, Director

Max Ethridge, President-Elect, ACSM
ACSM Bob Cromley, CAGIS Editor
Curt Sumner, Interim ACSM Executive Director
Jim Boyer, Immediate Past President of ACSM
Kevin Flynn, ACSM Bulletin Editor

Joe Straight
Bob Foster
Hal Moellering
Ilse Aupui, ACSM Managing Editor

CALL TO ORDER AND ROLL CALL

Vice President Bob McMaster called the board meeting to order at 8:06 am. Kathy Clement, Kate Beard, and Cliff Kottman were not present.

PRESIDENT'S MINUTE – Bob McMaster made a number of points. He began with thanks to the Board, then commented on a number of issues that impact CaGIS and ACSM. They include the need for a stronger program, the financial woes of ACSM, and the strength of CAGIS.

Some important questions need to be explored by the Board. Is there a need for CaGIS to continue? Is there a need for a national organization? How would CaGIS redefine itself to meet the changing needs of the membership and the changes in the discipline?

Max Ethridge, President of the ACSM addressed the Board. Max is “up” about the challenges that face ACSM. Max has several goals for his term as President of ACSM.

1. Membership is the first goal. All of the MOs must develop a membership development plan.
2. A sound financial plan. Currently ACSM has a balance of \$71,000 with \$114,000 in debt. This conference will net approximately \$50-60,000 dollars. One option is to sell the building. Its worth is estimated at 1+ million dollars. The profit (equity) would be \$200K+. Curt Sumner has researched leasing space for a new location. The other two short-term notes equaling \$95,000 were paid off.
3. Office automation and Y2K plans
4. Plan for the future. Following damage control (by August/September) what will happen with ACSM and its MOs?
5. Strategic planning – each MO president or their designee will be part of the Committee.

Dave Danko raised some concern about getting people to work together. Max is looking toward cooperation on the conference programs. The financial crisis might bring members together. Good communication can assist that program.

Curt Sumner addressed the Board. In membership, the goals set in Fort Worth were not realized. Some other actions are necessary to increase income to the organization. One solution is to make an assessment of what the balance should have been when we closed the books in 1998. Add to that, 1999 membership dues that were acquired beginning in the fall of 1998. Joe Dolan will be the ACSM treasurer.

Paul Young asked if there was an annual audit. There was a review of the books, but a formal audit by an independent auditing company was not conducted.

Ted Steinke asked if there is an IRS issue. Curt indicated that he was not aware of any, but he did not profess to be a tax expert.

Leased space will save 40-50% of months building costs including storage.

We as an organization need to take the forefront in the field of GIS. He is suggesting a task force on GIS.

Tim Trainor suggested that the GIS task force must include members from CaGIS, the CAGIS journal, private, academic and state and federal government sectors.

Curt mentioned that we need to revamp what we're doing, improve finances without a negative impact on current services.

For Grand Rapids, the GIS task force will be a major initiative for the program. He has asked each of the MOs to contribute plans for a program for Grand Rapids to attract participants to the conference.

Curt requested that CaGIS Board members join other MO Boards in a collective effort to visit with vendors in the Exhibit Hall today.

Jim Boyer addressed the Board. He thanked the CaGIS Board for their support.

Bob McMaster thanked Curt for his efforts in getting ACSM back on track.

Bob Foster mentioned that the workshop catalog needs other topics in GIS.

APPROVAL OF AGENDA

Bob McMaster called for additional agenda items. A **motion** was made and seconded to approve the agenda. The Board approved the motion.

APPROVAL OF SECRETARY/TREASURER

Leslie Godwin **motioned** seconded by Dennis Fitzsimons to approve Tim Trainor as Secretary/Treasurer for 1999. Motion carried.

APPROVAL OF THE MINUTES OF THE FORT WORTH 98 MINUTES

Dennis Fitzsimons **motioned**, seconded by Leslie Godwin to approve the Fort Worth minutes. Motion carried.

TREASURER'S REPORT Timothy Trainor

A **motion** was made and seconded to motion to the ACSM Board, given the current financial difficulties of ACSM and given the complete loss of CaGIS funds from its three financial funds: the General, Education, and the U.S. National Committee for the ICA; upon the sale of the ACSM headquarters building, CaGIS MO requests that X dollars be allocated to its fund balance. The actual amount of the total funds is estimated at \$50,000. The amount requested is X% of that total. The actual amount will be determined between CaGIS and ACSM headquarters prior to the Grand Rapids meeting.

Bob McMaster established a committee to look into the issues of incorporation of CaGIS. The committee will be comprised of Dave Danko (VP of CaGIS), Tim Trainor (Sec./Treasurer of CaGIS), Bob McMaster, CaGIS President, and Eric Anderson, CaGIS representative to the ACSM Board. The committee will make a recommendation and will have the details of incorporating in time for the Grand Rapids Board meeting.

AAGS is pursuing a "C3" type of incorporation, which is an education-based incorporation.

COMMITTEE AND BOARD REPORTS

CaGIS Minutes

March 16, 1999

ACSM Communications Committee – Bob McMaster reported that things are going well for both CAGIS and the Bulletin. Dave Danko mentioned that there is interest in a publication of common definitions and cartography, spatial data and GIS etc.

CAGIS Report - Bob Cromley – Bob reported that the number of manuscripts has not changed. Special issues need to continue. The content issues do attract new readers and authors. The special issues tend to have a longer shelf life. The April issue will contain member and non-member prices for individual issues. Bob McMaster also mentioned the special issue for Arthur Robinson was not done and should be. Bob suggested that Joel Morrison and Judy Olson could serve as guest editors.

Action Item: Dennis Fitzsimons will contact Judy Olson about the idea of serving with Joel Morrison as guest editors for a special CAGIS issue for Arthur Robinson.

Search for a new CAGIS editor. The CAGIS Editorial Board met yesterday. An announcement went out for interested candidates in January that closed in March. No applicants applied. The search committee will seek candidates.

Application has been made for reinstatement in the Social Science Index. No word has been received at this time.

Joint Government Affairs Committee – The ACSM Government Affairs Update is available via e-mail. There was much discussion on COFPFAS. ASPRS put out a press release that they support the NAPA study.

Membership and Development Committee - Tim Trainor
Tim Trainor reported the NSPS plan for ACSM/state affiliate membership.

Action Item: Dennis Fitzsimons and Leslie Godwin will put together concepts for a display at the ESRI conference to pursue membership.

USNC/ICA – Alan MacEachren – Bob McMaster summarized that the U.S. National Report is moving along and will be produced in time for the Ottawa meeting. Bob McMaster is the nominee from the U.S. for Vice President of the ICA as Judy Olson is not eligible to run. Plan to take copies of the U.S. National Report to Ottawa. They are planning for an additional number of copies (2000 copies) for the ICA meeting. There is interest in printing copies to take to ESRI User Conference. ACSM would like to go to press by July 10 with delivery by July 20.

Budget and Finance Committee – Bob McMaster reported on additional items. The expenses to run the building in \$11,200 per month. New space would cost approximately \$6,500 per month.

K Through 12 – Bob McMaster raised the issue as to whether we should continue the program. There currently is no plan to pursue the program for future.

Administration Committee – Ted Steinke reported that the committee is looking into changing the administrative year to bring it into alignment with the calendar year. The list of candidates with bios and photos are due June 1. Balloting is completed by November 20.

Action Item: There is interest in having the Career Guide reprinted for use by the CaGIS members. Bob McMaster will coordinate with Ilse to **arrange** a strategy for disseminating more copies of the Career Guide.

The NSPS President offered to have a CaGIS member to sit as a nonvoting member of their Board. He would like to have the same opportunity for NSPS on the CaGIS Board.

Workshop Committee – Max Ethridge indicated that Dave Cowen would be a good candidate to represent CaGIS needs on that Committee.

Current CaGIS Board of Director Designations

<u>Director</u>	<u>Name</u>	<u>Terms</u>						
		<u>98</u>	<u>99</u>	<u>20</u>	<u>01</u>	<u>02</u>	<u>03</u>	<u>04</u>
1	nonFed (Cliff Kottman)	2	1	2	3	1	2	3
2	Fed (Leslie Godwin)	1	2	3	1	2	3	1
3	nonfed (Ted Steinke)	2	1	2	3	1	2	3
4	nonfed (Dennis Fitzsimons)	1	2	3	1	2	3	1
5	nonfed (Kate Beard)	1	2	3	1	2	3	1

CaGIS Assignments for ACSM Committees and Other Society Responsibilities

<u>Committee</u>	<u>Committee Responsibility</u>
ACSM Election Committee	Immediate Past President
ACSM Admissions Committee	Immediate Past President
ACSM Communications Committee	3 year term, beginning with the Vice President who continues to serve while President and Immediate Past President (a non-staggered 3 year term) to ensure continuity. This term will begin with Bob McMaster as Vice President and he will serve through his term as Immediate Past President.
ACSM Budget and Finance Committee	Vice President
Strategic Planning	President + Director No. 1
ACSM Membership Development Committee	CaGIS Secretary/Treasurer
ACSM Program Committee (2 representatives)	Director No. 2 (federal) Director No. 4 (non-federal).
ACSM Government Affairs Committee	Kathy Clement and Dave Danko
ACSM Administration Committee	Director No. 3
ACSM Awards Committee	Director No. 5
ACSM Constitution Committee	Director No. 3
ACSM Convention Advisory Committee	Elected CaGIS representative to ACSM Board
ACSM Ethics Committee	Ad Hoc App't
Local Arrangements Committee	Ad Hoc App't
ACSM Education Committee	vacant
ACSM Standards Committee	Ad-Hoc appointment Hal Moellering
NSPS liaison	Director No. 2
AAGS liaison	Director No. 5
GLIS liaison	Director No. 4

UNFINISHED BUSINESS

At the ACSM Board Meeting there will be a motion to offer Curt Sumner a one-year contract will be offered.

NEW BUSINESS

The Fall meeting will meet Oct 17-19, 1999. There will be a CaGIS Board meeting on Oct. 18. The CaGIS Board will conduct a strategy meeting on the future of CaGIS.

TIME AND PLACE OF NEXT MEETING

October 18, 1999 – Grand Rapids, Michigan

ADJOURNMENT

A **motion** was made and approved to adjourn the meeting.