

Cartography and Geographic Information Society

Minutes of the Board of Directors Meeting

October 18, 1999

Grand Rapids, Michigan

Attending: Bob McMaster, President
Dave Danko, Vice President
Tim Trainor, Secretary-Treasurer (outgoing)
Paul Young, Secretary-Treasurer (incoming)
Leslie Godwin, Director
Ted Steinke, Director
Dennis Fitzsimons, Director
Cliff Knottman, Director

Notable Guests: Jim Boyer, ACSM Immediate Past President; Curt Sumner, ACSM Executive Director; Kevin Flynn, ACSM Bulletin Editor; Richard Barr, President, National Society of Professional Surveyors (NSPS); Gary Thompson, Vice-President, NSPS; Bob Prescott, Immediate Past President, NSPS, Thomas Brooks, President-Elect, NSPS; Gary Kelley and Jud Rouch (co-chairs of the Little Rock Convention).

Call to Order and Roll Call

President Bob McMaster called the meeting to order at 9:10 AM. A quorum was present. Director Kate Beard was not present.

President's Minute

Bob reviewed the agenda for the meeting and listed issues that would be addressed during the meeting: approval of minutes from the Portland meeting, election of the Secretary-Treasurer, appointment of an editor for the *Cartography and Geographic Information Science* (CaGIS) Journal, appointment of US National Committee to the International Cartographic Association (ICA), discussion of other CaGIS Journal issues, report from this summer's ICA meeting, update of ACSM issues, planning for future CaGIS organizational issues including membership, conferences and the journal.

Approval of Minutes

Minutes from the March 16, 1999 meeting had been sent out prior to this meeting.

Motion made by Dennis Fitzsimons and seconded by Ted Steinke: Approve minutes of March 16, 1999 meeting as written.

Discussion

A question was raised about the chart on page 4 and the meaning of the numbers under each year. The Board recommended and the membership approved a modification of the CaGIS Bylaws to change the Director terms from 2 to 3 years and to stagger terms so not all the Directors are elected in a single year. Knottman and Steinke were elected in 1999 and serve until 2002; Godwin, Fitzsimons, and Beard were elected in 1998 and will serve until 2001. Because no Director terms end in 2000, no election for Director needs to take place (Secretary's post meeting note: the same is true for 2002, no election should take place that year). Elections for Vice President will take place. Later in the meeting, the Board will discuss how to handle this year's Director election as several people have been asked to run for the Board.

The spelling of Judy Olson's name needs to be corrected.

Motion was unanimously approved as amended.

Selection of Secretary-Treasurer

Bob reminded the Board of the need to appoint a Secretary-Treasurer.

Motion was made by Dennis Fitzsimons and seconded by Leslie Godwin: Appoint Paul Young CaGIS Secretary-Treasurer until the spring 2001 meeting of the Board of Directors.

There was no discussion.

Motion was unanimously approved.

Bob McMaster acknowledged Tim Trainor's dedicated service as Secretary-Treasurer since 1992 and thanked him on behalf of the Board and the Society for all his efforts in these last 7 years.

CaGIS Journal Editor

Bob reminded the Board of the need to appoint an editor for the CaGIS Journal for a 3-year term.

Motion was made by Dennis Fitzsimons and seconded by Dave Danko: Approve Terry Slocum as editor of the Cartography and Geographic Information Science Journal for a 3-year term from January 2000 to January 2003.

Discussion

Terry Slocum has agreed to serve a 3-year term as editor of the Cartography and Geographic Information Science Journal. A question was raised about when he would do his first issue. Bob said Terry's first issue will be October 2000 and Bob Cromley will do the issues until then. The Board agreed that there needed to be an overlap of editors and it would be best to leave it up to the outgoing and incoming editors to determine who would complete which issue. This will need to be made clear each time a new editor is sought.

Motion was unanimously approved.

United States National Committee to the International Cartographic Association

Bob clarified the point that the CaGIS Board needs to approve the members of the US National Committee (USNC) to the International Cartographic Association (ICA). Committee members serve a 4-year term. Proposed new members are:

- Judy Olson (Univ. of Michigan), Chair
- John Kelmelis (US Geological Survey)
- Tonya Allison (Montgomery College)
- Mike Phoenix (ESRI)
- Bill Thompson (Bureau of the Census)

Also needed approval is Hal Moellering as Chair of the Travel Committee; this is a 2-year term.

Committee membership has been expanded. The committee raises its own funding from the National Science Foundation, ESRI, Intergraph and others, coordinates US contributions for the map exhibit, proposes chairs and committee members from the US, screens US abstracts for those applying for funds, and serves as the US "vote" for the ICA. ACSM pays the \$2,000 annual dues. The committee reports to ACSM through CaGIS. The next meeting will take place in Beijing in 2001.

The committee chair makes a formal report to the CaGIS board every spring.

ACTION: either Judy or CaGIS Board needs to make sure the report gets into the ACSM Director's binders. Lilly is the person to get the report.

Motion was made by Dennis Fitzsimons and seconded by David Danko: approve Judy Olson as USNC chair and the committee members as listed.

There was no discussion.

Motion was unanimously approved.

CaGIS Journal Update

Terry has been the editor since June 1999 and since that time 10 manuscripts have been submitted. His university has approved his editorship and will provide secretarial help. Bob Cromley will edit the issues through and including July 2000, which will be a special issue on Analytical Cartography. The October issue will focus on geographic visualization. Bob McMaster will edit an early 2001 issue on generalization. Future special issue possibilities include geocomputation, cognition, history of 20th century cartography, and community mapping. No more than ½ of the issues should be special issues in order to leave enough regular issues for general submission of articles.

Kevin Flynn and Ilse Alipui at ACSM have provided continuity and have done a great job in keeping the journals on schedule. At this time, these 2 positions appear stable within ACSM.

Cliff pointed out that Open GIS Consortium (OGC) members and university professors need a place to publish and asked if the Board felt the CaGIS journal is a good place for them. These individuals usually are looking at cartography and GIS in new ways such as interfaces. Is it appropriate to suggest to the editor a special issue on OpenGIS or to consider related articles for regular issues? Interoperability is an idea. Bob noted that special issue topics are up to Terry and Bob thought he'd be open to new ideas and suggested a proposal be sent to him.

Bob suggested a special issue on Arthur Robinson. Judy Olson or Joel Morrison were suggested as editors. Dave wondered if it should be done for Robinson's 90th birthday. Leslie asked if CaGIS members know how to propose special issues and suggested publishing how to propose special issues.

Tim suggested the ACSM Bulletin is a good place to disseminate OpenGIS meeting information and other articles of interest.

Dave wants to get more Federal government related topics published such as the new Shuttle global elevation data set. Federal employees are not publishing as much as they have in the past.

Cliff asked for a motion saying that the CaGIS board solicits OpenGIS articles submissions.

Motion was made by Dennis Fitzsimons and seconded by David Danko: the CaGIS Board of Directors encourages Open GIS Consortium members to join ACSM/CaGIS and further encourages submission of research papers to the CaGIS Journal and news and meeting items to the ACSM Bulletin.

Discussion

Ted asked who is involved in OGC. Cliff answered that the major GIS companies such as ESRI, MapInfo, Map Quest, LaserScan, Lockheed Martin, 40 universities in the US and overseas, and the US Federal and other national governments. Members pay yearly dues with varying levels of membership.

ACTION: Bob took the action to discuss a special issue with Terry on Interoperability and will explore the possibility of an extra 5th issue. An extra issue would need to be funded by an outside organization such as the Federal Geographic Data Committee at about \$12,000.

ACTION: Bob will address a future OGC meeting and invite participation.

Motion was unanimously approved.

International Cartographic Association Issues

Bob led the discussion on the ICA Ottawa meeting. Cindy Brewer compiled the US National Report to the ICA and it will be published this summer in the CaGIS Journal. The next 2 meetings of the ICA will be in Beijing (2001) and South Africa (2003). Concern was expressed at getting young scholars to attend the next 2 meetings, as travel costs will be high, only 5 young scholars attended ICA meeting in Ottawa. It is difficult to get people to attend because there are so many meetings/conferences to attend and because

many perceive the ICA as “just doing maps.” A major activity of the US National Committee is to raise funds in order for people to attend the ICA meetings.

ACSM Issues

Bob attended the budget and finance committee meeting in Dave's place. The CaGIS Vice President is the member of this committee and Dave will attend the spring committee meeting. Bob reported that the ACSM finances are in a little better shape compared with the spring meeting. Curt has done a great job at getting a handle on how much ACSM spends. Income for calendar year 2000 is currently projected at \$1,106,000 with expenses at \$925,000. However, with other factors calculated in such as bank line of credit, internal loan from NSPS, the deficit is \$93,000. ACSM may consider filing bankruptcy.

ACSM Executive Director's Report

ACSM Executive Director Curt Sumner arrived at the meeting and reported to the CaGIS Board. The building is for sale at \$1.4 million. Curt's best guess is that we could sell for \$1.2 million and that we could realize about a \$300,000 profit from the sale of the building. However it is unlikely ACSM will be able to sell the building due to restrictive covenants we agreed to when we purchased the building. The Renewable National Resources (RNR) Foundation is the non-profit organization that controls the building and land. Options include leasing the building to another non-profit organization; this could result in a \$60,000 a year saving. Another option is to stop making payments on the building that would result in the lien holder selling the building and ACSM losing the equity. If a non-qualified buyer comes forward, we could approach RNR Foundation for a waiver; we were sold the building on such a waiver. Curt will consult with an attorney and won't act until then and the ACSM Board of Direction will approve all actions.

ACSM “owes” CaGIS \$12,659.67 for dues collected in the period January to August 1999.

Curt has been doing some fund raising among members in order to help meet expenses. Over \$10,000 came in from life members and \$30,000 came in from a letter sent to NSPS members offering an 18 month renewal. Total to date has been about \$80,000.

Curt reduced the ACSM staff by 3. Maintenance of the subscription database is now being out sourced and Denise Calvert has taken over membership development. The membership database is now maintained using Access rather than a 10-year old Vax computer system that was not “Y2K” compliant. Current ACSM staff is Curt plus 5 people.

An 18-month renewal letter will go out with CaGIS renewals.

Curt reminded everyone of the GIS Task Force meeting Tuesday at 1:00 PM. He wants ACSM to be seen as the place to go for people looking for help in building a GIS.

Curt stressed that unity is the most important message and that whatever we do in the future we do to bring us all together.

NSPS Report

Richard Barr discussed NSPS's incorporation as a non-profit organization. He will send us copies of their incorporation documents to help us if we decide to incorporate. NSPS was incorporated under Maryland law whereas ACSM incorporated under District of Columbia law. Incorporation helped NSPS control its own funding.

Tom Brooks discussed the NSPS restructure committee and invited CaGIS to participate as a member. Tom also talked about NSPS's efforts to increase membership among the state affiliates. Cash awards are being offered. For example, North Carolina has 70 new surveyors this past year. ACSM also offers free memberships to the member who sponsors 3 new members.

General Discussion on Future of ACSM

What followed was a general discussion among Curt and the CaGIS Board members.

Bob mentioned to Curt our plans to consider incorporation and Curt agreed that ACSM would pay the cost.

Curt still has not closed the books on fiscal year 1998 accounts. Will probably have about a \$56,000 loss. Dave asked that the profit and loss statements be sent to CaGIS board members.

Cliff asked about membership dues for sustaining members and Curt said he was looking into splitting them out to make different levels. Current dues are \$900 a year. Kevin Flynn reported that the number of sustaining members has been declining. Cliff said he is looking for a fit of OGC members and ACSM. There is a connection between CaGIS's research agenda and OGC.

Bob told Curt that the CaGIS Board is pleased with the journal, bulletin, and publications. We appreciate the work Kevin and Ilse have done on keeping the journal on schedule.

Lunch Break

A lunch break was called at 12 noon.

Bob reconvened the meeting to order at 1:30 PM.

ACSM Membership Committee Report

Tim attended the morning's ACSM Membership Committee meeting and provided the following verbal report.

The meeting was well attended and as Curt reported, Denise Calvert is now in charge of membership development. She is very efficient at getting things done.

The Careers Guides were discussed. CaGIS and GLIS each have one; NSPS and AAGS will each do one.

The web site has been improved and it is very critical to the future needs of the organization. Ideally you should be able to apply for membership via the web. Currently just the membership form is available for download. The thought was raised to have students contribute to the web design.

The committee discussed the value of membership. Professional liability insurance was mentioned. This is more valued by NSPS members that might be running their own businesses and can get the insurance from ACSM at a 15-20% lower cost. NSPS surveyed its members and found that the credit card and travel benefits were not popular.

Denise is looking to redesign the membership application form, get comments to here as soon as possible. NSPS is doing a lot to get people to join. As was reported earlier in the board meeting, NSPS is offering a cash award to the member who brings in the most new ACSM members.

What could CaGIS do? Perhaps CaGIS could write a letter to Geography Department Chairs and encourage them to get students to join. Dave Cowen put together a mailing list and drafted a letter, but no one was sure it ever came out.

CaGIS Strategic Planning

Bob listed several topics to consider for planning: membership, conferences/workshops, journal, understanding the competition, and organization at state or regional levels.

Tim mentioned that states and the National States Geographic Information Council (NSGIC) are an important partner opportunities. State-wide conferences are popular; Virginia's recently attracted over 500 people.

First discussed were conferences and workshops. An AutoCarto conference was proposed for Little Rock, however when Bob went to the Association of American Geographers conference and discussed

the matter with several people about leading the conference, he found no enthusiasm. Bob proposed that CaGIS hold the next AutoCarto in Providence, Rhode Island in the fall of 2000. This fall conference will be co-sponsored by both ACSM and the American Society of Photogrammetry and Remote Sensing (ASPRS) along with 4 state surveying societies. Having AutoCarto on the East Coast also makes it easier for Europeans to attend and they accounted for about ½ of the participants at past conferences. Dave suggested finding a newer name for AutoCarto. Bob mentioned that we are poorly represented at Little Rock.

The ACSM workshop approval process is very strict and usually takes 9 months to get approved and materials need to be in 3 months before the event. In the long-term, we need to decide about our involvement in semiannual ACSM conferences. Dennis described the workshops he puts on for Texas GIS conference which usually attract 80 to 100 people. They are run on a different model that makes it easier for him, as an academic, to participate. He travels around the state several times during the year to do the workshops. These are growing in popularity and are a place we need to be to get new members. Tim asked Dennis if ESRI could be included to conduct software training, Dennis thought that it would be difficult for a state university to restrict itself to working with only 1 vendor. Dennis further described his workshop as “principles behind GIS” rather than a “hands-on.”

Concern was expressed that there have not been much promotional materials for Little Rock and that little or no CaGIS related presentations/workshops have come in. Tim and Leslie proposed a Census session at Little Rock and plans to conduct one. Bob concurred that we need to get presentations on the Little Rock program including perhaps Dennis’ workshop. The preliminary program is ready to be printed so time is critical. A question was asked how much the workshop presenters are paid and Bob answered \$1,000 plus a free registration. Gary Kelley and Jud Roush (co-chairs of Little Rick) joined the meeting and encouraged us to help them get more CaGIS related papers and participation.

Discussion turned back to Providence in fall of 2000 and planning an AutoCarto event. Cliff asked what is the scope of CaGIS and Bob answered that we need to think big and that the academic community and other scholars need to place and CaGIS provides that “niche” which is not being met elsewhere. We need to think beyond cartography and geography and include the computer science and information technology fields as they relate to GIS. This relates to the name that we’ll use to replace AutoCarto since this sends a strong message.

Jim Boyer joined the meeting and encouraged us to keep working to help ACSM, rescope the organization, and build membership.

Discussion continued on holding a next version of AutoCarto. Bob pointed out that ICA was well attended showing that a well planned program can attract people to attend. There was consensus that a strong Director needs to be appointed, one who will get out promotional materials including a call for papers, get a review panel, and follow through with ACSM.

Motion was made by Dennis Fitzsimons and seconded by Leslie Godwin: CaGIS will sponsor an AutoCarto Conference (to be renamed by the Director) in Providence.

Discussion: There was no further discussion.

Motion was unanimously approved.

ACTION: Bob will find a Director. Dave will follow-up with Bob.

Break

A short break was taken and then Bob reconvened the meeting.

Election 2000

As was discussed earlier in the meeting, there is a dilemma in this year's balloting for CaGIS Board. While none of the board members current terms end, several people have been encouraged and agreed to run. Per the by-law changes, Leslie and Dennis remain on the Board until the spring 2001. It is uncertain whether Kate Beard will be able to complete her term, which also ends in 2001.

One option is to go ahead and hold the election now (spring 2000), but have the terms begin in spring 2001 when Dennis and Leslie's term ends. Should Kate not be able to complete her term, the one with CaGIS board could fill her slot with the one with the most votes.

There was clarification on who was a "federal" and a "non-federal" position. Steve Zuckerman use to work for the Census Bureau, but currently is working in the private sector. Scott Loomer is a professor at the Military Academia so he could be considered as a "federal" director's position.

Motion was made by Dennis and seconded by Ted: hold the election for director in the winter 2000 for the terms to run spring 2001 to spring 2004.

There was no further discussion.

Motion was unanimously approved.

ACTION: Bob has the action to communicate this to ACSM headquarters and the affected individuals.

For clarification it was discussed that there will be an election in spring 2001 for Vice-President (federal) and there not be an election for any director positions that year. Two director terms end in spring 2002 -- Ted and Cliff's.

CaGIS Incorporation

There was general agreement that CaGIS needs to investigate incorporation and that an ad hoc committee made up of CaGIS board members in the Washington area would meet, investigate incorporation, prepare the necessary paper work, and report at the Little Rock meeting. There will need to be a vote of the CaGIS Board and perhaps a vote of the general membership. Dave will chair the committee; other members are Leslie, Cliff, and Paul. Tim will be available to consult on by-law issues. Some issues to consider: bank accounts, liability, ownership of CaGIS journal name (trademark), and by-law changes.

ACTION: Dave to convene the Ad hoc Incorporation Committee by the middle of December.

CaGIS Budget

If CaGIS incorporates, there may be additional expenses that CaGIS would need to pay for. At one time CaGIS told ACSM that ACSM "owed" CaGIS \$40,000. This money was "lost" during the recent budget difficulties and lack of a good accounting system.

ACTION: Tim has the action to try and reconstruct the records that shows ACSM owes CaGIS \$40,000.

ACSM Board Meeting

There was consensus among the CaGIS Board that CaGIS would support the changes in the NSPS note when the vote comes before the ACSM Board.

Motion was made by Cliff and seconded by Leslie: Paul Young will stand in for Eric Anderson in his absence at the next ACSM Board meeting.

There was no discussion

Motion was unanimously approved.

Closing Thoughts

Cliff suggested looking at membership requirements, what defines a "Full" member versus and "Associate" members. Perhaps some of the words need to be changed in order to be more inclusive of the types of people, such as computer science, that are working on mapping science issues. This is a topic he'd like to see discussed at Little Rock. He also suggested discussing special issue topics to better align CaGIS with the OpenGIS community.

Dennis asked that we make better use e-mail to keep up with news from ACSM.

Tim suggested that a Task Force could be established to do the Providence mapping sciences program even if AutoCarto does not happen.

Next Meeting

The next meeting of the CaGIS Board is on March 21, 2000 in Little Rock, Arkansas.

Adjournment

The meeting was adjourned at 4:30 PM.