



# **SoCal URISA Meeting Minutes**

## **April 2009**

**Date: 4/29/2009**

**Time: 5:30 – 6:30**

**Place: Del Mar Marriott**

**Attendance: Tobias Wolf, Blanca Quintero, Lan Nelson, Russell Mercer**

- 1. CalGIS 2010 Update**
  - a. Still waiting for final financials from CalGIS 2009. Mostly due to the economy attendance was about 50% less than the past years, but about 300 were in attendance.**
  - b. SoCal URISA is the host chapter for CalGIS 2010 and is moving forward with the planning process. The Hyatt in Huntington Beach might be an option.**
  
- 2. URISA Bank Account - Russell reported that we currently have a Business Checking Account with Bank of America, and it nets .051% interest. A standard checking nets .2% which is four times more than the Business account.**
  - a. Savings Account – Russell suggested that we put 10K into a savings account that yields a higher interest. TBD at next meeting.**
  - b. Credit Card –Russell requested that we obtain a credit card that is linked to our Bank Account. This would assist us with our various needs such as, booking travel, registrations, etc. The board voted and agreed to this action.**
  - c. Term Certificate of Deposit – Russell also suggested we put money into a 7-month CD that earns 1.3% interest and after the first 6 days it can be withdrawn and reinvested. TBD at next meeting.**
  - d. The Board will further address the topic of banking and investment options at its next Board Meeting.**
  
- 3. SoCal URISA Chapter documentation – Tobias reported that he met with an Attorney who offered to provide some assistance in establishing the proper documentation and corporate record keeping for an approximate fee of \$985.00. Her initial findings were that the California Secretary of State’s website did not show our Chapter as registered and incorporated, only Northern California is reported. She listed several items that we should have and make available so that we are compliant, including Articles of Association/Incorporation, by-laws, minutes, and Tax Exempt status. The board will decide if the attorney’s services will be retained to assist us with**

these items at its next Board Meeting. Tobias will follow up with Wendy Nelson, Executive Director of URISA International.

- a. Articles of Association for So Cal URISA – Blanca will search archived documentation and forward any references to Tobias.
- b. Document of Non-Profit Status from IRS – Tobias to follow-up.
- c. By-Laws for So Cal URISA – Tobias has a copy that needed to be updated.

**4. Website Status – Need to set a deadline.**

- a. Wild Apricot Services have been paid for and Russell has completed the initial design of the website. Our current plan allows for 500 members for a fee of \$50.00 per month. The next plan increases to 2000 members at a fee of \$100 per month.
- b. A PayPal account will also need to be set up with a 3% commission.
- c. This new system will be 90% automated according to Russell. There will be automatic receipts and a welcome letter to all new members, event notification, workshop registration, renewal notices, etc. Russell will follow up with Yuying as she will manage membership records, and clean up the database from the g-mail account.
- d. Russell asked for suggestions and/or improvements on web design. Lan has agreed to assist with the design. The board will meet to discuss the new website on May 28<sup>th</sup> at 5:30pm. Lan will publish a mini newsletter to enlighten our members about the new upcoming website and it's improved features.
- e. Russell confirmed that all board members have administrative rights to the new website.
- f. Voted on: Online Membership Database Format as the Official service to be used. All said "YAY" to be tentatively rolled out 5/15/09
- g. email notification to be sent to members regarding the new membership service around 5/15. Flyer for the GISP Certification event to be made by Lan and sent with the same email.

**5. Upcoming Programs**

- a. GISP Workshop
  - i. Location: Fontana, CA
  - ii. Date: June 8th
- b. Other ideas/ locations
  - i. ESRI Event for July?

**6. Travel Budget**

- a. Do we have input from everyone?
- b. Share with group

**7. Newsletter Update – Lan will publish a newsletter in June to include an article about the new website.**

- a. Lan to send out email to contributing writers to see if they want to contribute again.
- b. CalGIS photos (Melissa?) for a recap on the event.
- c. Mention new membership format
- d. Mention upcoming new website

## **8. Open Discussion**

- a. **URISA International Membership List – Blanca suggested that she contact Wendy Nelson for information about sharing their membership list with SoCal URISA for the purpose of offering them membership in our local chapter. Blanca will follow-up with Wendy.**
- b. **Russell spoke with Paul Hardwick w/ SDSU Homeland Security, about working with the SDRGC to promote GIS. Paul suggested ways to promote good relationships between private and public sectors, such as providing seminars to Executive levels at local public agencies and private companies. Blanca added that ESRI offers tours for the Executive levels at their conferences also. Tim Craig has the details.**
- c. **With Paul's Public Agency contacts it would be possible to team up with San Diego Regional GIS Group and perhaps talk to their members about teaming up and getting motivated to promote GIS to more public agencies i.e. those that work for a county, city, school, etc.**
- d. **Is looking to move forward with this in November - December, when most public officials are slower with work.**