



SoCal URISA Meeting Minutes

May 2009

Date: 5/28/2009

Time: 5:30 – 6:30

Place: Nolte Associates San Diego Office

Attendees: Tobias Wolf, Amy Storey, Lan Nelson, Russell Mercer, Melisa Caric Lee, Tim Craig

1. CalGIS 2010 Update

- Conference is a GO for next year
- To be held in Huntington Beach at a hotel rather than a conference center
- URISA National has sent a draft conference management contract
- Planning for a smaller turn out of attendance

2. URISA Bank Account

a. Credit Card

b. Savings Account

c. term certificate of deposit

- SoCal URISA will switch from Bank of America to San Diego County Credit Union tentatively Thursday 6/5 by Tobias and Russell.
- SDCC offers from .25% up to 1% interest rate on their business accounts, dependent on how much money is in the account.
- It is proposed that some of the membership dues be deposited into a CD.
- **Members voted and all said “YAY”**

3. SoCal URISA Chapter documentation

a. Articles of Association for So Cal URISA

b. Document of Non-Profit Status from IRS

c. By-Laws for So Cal URISA

- Tobias to follow up with Lawyer in regards to all documentation

4. Upcoming Programs

a. GISP Workshop

i. Location: Fontana, CA

ii. Date: June 8th

- Amy: all is set except ordering lunch for the workshop
- Tobias to produce a short Powerpoint to introduce SoCal URISA to those in attendance.
- Emails to members were sent out 5/29 regarding the workshop

b. Other ideas/ locations

i. ESRI Event for July?

- ESRI and SoCal URISA to give prizes for members and guests of the San Diego Region for the Geography Showcase at the conference's first day before the Map Gallery Opening. All maps submitted must also be submitted to the Map Gallery as well. Winning maps will be showcased at the URISA booth.
- A panel of judges will be chosen by SoCal URISA and will include GIS professionals from public, private and educational sectors. Proposed judges are Makrym (the cartographic speaker at our last event) to represent the educational sector.
- Appreciation prizes such as a \$25 gift card will be awarded to our panel of judges as well. Lan is to pick up the gift cards and Melissa will explain the judging process to the judges on Monday.
- SoCal URISA luncheon will be held at the San Diego Conference Center during the ESRI Users Conference in Rm. 28B on July 14th. Luncheon we will speak about SoCal URISA and perhaps have speakers. Melissa proposed the idea to have a slideshow of past SoCal URISA events as to entice people to join.
- Need to send email to members to invite them to submit maps and inform them of the luncheon.
- Need to contact Lorenda or Blanca for past event photos.

5. Newsletter Update

- Newsletter is tentatively planned to go out 6/15
- Lan sent out an email a few weeks ago asking the board if there are any contributing articles that they would like to submit to the summer newsletter. Email was also sent to Mike Behan.
- Sections that will be included this newsletter will be
 - a. Photos and recap of the GISP workshop (6/8)
 - b. CalGIS workshop recap and photos, Lan emailed Christopher Grace of URISA international for photos of the event.
 - c. ESRI conference events that we will sponsor (luncheon, map showcase...)
 - d. Calendar of events

6. Website

Wild Apricot Site:

- Russell has produced the new membership form widget to be inserted into the SoCal URISA website and it looks great and is fully functional now, although it has not been posted live yet.
- Paypal account to be set up on the site once bank is moved to SDCC

Website Redesign:

- Lan to redesign site using selected template from templatemonster.com an average template will cost \$60-\$70. Upon approval of Tobias and the board members, once template is selected Lan will edit colors, fonts and the menu bar to satisfy the needs of SoCal URISA.

- Russ to collaborate with Lan to help with code, insertion of membership form, and uploading of the completed redesigned site.
- Looking to go live with the new site design in 1 month (6/28) or anytime before the ESRI Users Conference.

Action Items:

1. Lan

- To research website templates on templatemonster.com and show chosen templates to Tobias and Russell to help chose final layout template
- To create new website using chosen template within 1 month (by 6/29)
- Create SoCal URISA brochure to attach to membership form for the GISP workshop (include mission stmt., benefits, upcoming events)
- To pick up 3 - \$25 gift cards for map judges of the geography showcase at the ESRI UC. To be handed to judges at the time of winner's announcement.
- Email members to see if they want to contribute an article to the newsletter
- To take pictures at GISP workshop for newsletter recap of event
- To contact NorCal URISA or anyone else about photos taken at CalGIS conference for newsletter recap.
- Will help collect photos possibly from Lorenda or Blanca of past SoCal URISA events.

2. Tobias

- to create a power point of SoCal URISA for the GISP workshop
- coordinate with Russell about transferring bank funds to SD county credit union
- Help choose judges for geography showcase hosted by SoCal URISA (Makrym-educational? need private and public GIS professionals. Contact Makrym.
- Follow up with lawyer to get documents in order
- Help set up luncheon at ESRI conference with Melissa?

3. Amy

- Order lunch for the GISP workshop
- To introduce board members, brief attendees on SoCal URISA membership benefits and how to sign up, show powerpoint made by Tobias.

4. Russell

- To clean up membership database. Clean up and create folder for old members and find missing contact info.
- coordinate with Tobias about transferring bank funds to SD county credit union
- Set up CD account and obtain credit card linked to new checking account.
- Set up paypal account once SDCCU account is set up

5. Melissa

- To meet with judges to run down judging procedure and collect voting forms at the geography showcase and to officially announce winner.
- Help plan ESRI luncheon with Tobias?