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Southern California chapter of the International Urban and Regional Information Systems Association

BOARD MEETING MINUTES

Wednesday, August 26, 2009

11:00am – 12:00pm

Teleconference

Meeting Notes

ATTENDEES: Tobias Wolf, Melisa Caric-Lee, Blanca Quintero, Russell Mercer, Lan Nelson, Tim Craig

1. CalGIS 2010 Update -

- Chapter President Tobias Wolf met with Lisa Lubeley and Christopher Grace to wind up the final agreement with the Hyatt Hotel. Things are progressing smoothly and they are close to signing the contract.
- A CalGIS planning meeting has been scheduled for Tuesday, September 29th in Anaheim during the URISA International Conference. Team players will meet to discuss the agenda, review papers, and recommend technical workshops. Wendy and Chris have had great success in planning at least 6 months in advance to review papers received for the URISA International Conference, and CalGIS will be following their example by planning ahead and meeting at a venue where more of the planning team is available in one location.
- Tobias is working with Darren Farmer to promote sponsorship, and expects to see more sponsorship in the near future.

2. Website Maintenance -

- We had some minor setbacks with the Wild Apricot e-mail notifications, and event registration, but other than that, the new website is up and running and definitely a great improvement.
- Russell confirmed that a generic invoice is automatically generated for renewals and new membership, but can be modified to add whatever text we want.
- Verification of student membership was discussed, and a requirement for providing proof of student status was recommended and approved by the board.
- All new memberships are placed in a pending status until an administrator approves.
- Currently Russell is receiving all website e-mails and would like to delegate to individual board members based on various areas of responsibility i.e. events, membership, etc.
- A Wild Apricot web training session was held this past month for all board members to visit the application, functionality, etc. A second training was recommended and tentatively scheduled for second week of September.

3. Newsletter Update –

- Lan did a fantastic job on the newsletter! Amy will assist with the next issue while Lan is out on maternity leave. Next issue tentatively scheduled for November, before the Holiday Social.

4. Not Just Maps Campaign –

- Paul Hardwick is in the process of establishing a “solution focused” campaign at the State level, which addresses GIS to higher level officials. This effort is in the preliminary stages, and Paul is looking to SoCal URISA along with SDRGC (SD Regional GIS Council) to jointly work together

to get things started. Tobias will set up a meeting with Paul to set up a date and venue. Melisa volunteered to assist.

5. Upcoming Programs –
 - a. Workshops
 - i. GISP in San Diego – Tobias waiting on Ross from the County, to finalize a date and venue for this workshop. Tobias will be presenting and possibly Diana Henderson. In addition we will try to arrange with URISA International to recommend a reviewer to be present also.
 - ii. LA and Orange are on hold until after the Anaheim Conference and after supporting Paul Hardwick in his campaign.
 - b. Social
 - i. La Jolla Shores BBQ – although this was a heavily marketed event, we still did not draw in a large group of attendees. This was our first event where we used the Wild Apricot site to do our marketing and registration and there were some minor glitches. The board agreed to hold the event as scheduled, with a slight change in the menu and activities.
6. Other Items – none
7. Adjournment: With no further business before the board, President Tobias Wolf adjourned the meeting at Approx. 12:03pm.

Accepted:

Tobias Wolf, President – Southern California Chapter of URISA



Attest: _____
Blanca Quintero, Secretary of the Board

Action items:

1. Tobias to meet with Darren Farmer re: sponsorship
2. Russell to set up content of auto invoice with Tobias
3. Russell to check on status of 20+ e-mail bounce-backs
4. Russell to work on the auto e-mail trigger for active members
5. Russell to transfer \$\$ once a month from Paypal to bank account
6. Tobias to work with board on requirement for verification of student status i.e. copy of I.D. or schedule.
7. Russell to forward e-mails from website to other members of board depending on areas of responsibility i.e. events, membership, etc.
8. Amy to work on next issue of newsletter tentatively scheduled for November. All board members encouraged to assist with articles, etc.
9. Tobias to set up meeting with Paul Hardwick for Not Just Maps Campaign. Melisa to assist.
10. Tobias to follow up with Ross for date and venue for GISP Workshop
11. ?? to check with URISA International for a reviewer that can be present at GISP workshop in September.
11. Lan, Amy, Blanca to continue to coordinate the BBQ at the beach with assistance from Russell and Melisa.