IMAGIN Inc.
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Minutes of the IMAGIN Inc. Board of Directors Meeting
Friday, October 16, 2015
Location: Face to Face – Mt. Pleasant City Hall Mt. Pleasant, MI

1. **Call to Order - Board Member Roll Call**
   1.1. **President Thomas Van Bruggen called the meeting to order at 9:44 am**
   1.2. **Roll Call**
   > President Thomas Van Bruggen: Present
   > Vice President Sarah Merz: Present
   > Treasurer Scott Ambs: Present
   > Secretary Peter Schneider: Present
   > Andrew Brenner: Present
   > Chad Collins: Present
   > Andrew Giguere: Present
   > Brodey Hill: Present
   > Janet Mocadlo: Present
   > Diane O'Connell: Present
   > Bill Rowe: Present
   > Lori Schultz: Present
   > Kathleen Stack: Absent
   > Scott Swan: Absent
   > Michael Woods: Present
   >
   > Others Present:
   > Maryellen Jansen – Riehl Solutions
   >
   > Quorum Obtained

2. **Approval of Agenda**

   Thomas Van Bruggen presented the agenda

   Moved by Sarah Merz and supported by Lori Schultz to approve the meeting agenda

   Motion carried

3. **Approval of Minutes from September 18, 2015 IMAGIN Board of Directors Teleconference Meeting**

   Thomas Van Bruggen asked the Board to review and submit any changes to the September 18, 2015 IMAGIN Board of Directors teleconference meeting

   Motion by Lori Schultz and supported by Michael Woods

   Motion carried

4. **Treasurers Report**

   Scott Ambs reported that IMAGIN has $13,774.75 in total monies across all accounts, which includes checking, savings, and the educational scholarship fund. Ambs reported that he and Maryellen Jansen moved $4,000 to savings bringing that account up to $6,231.52. Ambs finished by reviewing the Last Year Analysis document and by reminding the Board that membership renewals will be

going out soon. Ambs noted that if IMAGIN has the funds available, he would like to transfer another $1,000 into the savings account once membership renewals trickle in.

Thomas Van Bruggen asked for a column that tracks budget vs. expenditures so the Board can watch more closely on a month to month basis.

Motion by Bill Rowe and seconded by Pete Schneider to accept the Treasurers Report

Motion carried

5. Correspondence – Place On File
   5.1. 2015-09-22 IMAGIN Letter of Support of a State-Wide Orthoimagery and Geographic Data Exchange Program

   Thomas Van Bruggen displayed for the Board the letter that he drafted in support of a potential *State-Wide Orthoimagery and Geographic Data Exchange Program*.

   Brodey Hill asked about the status of MiCAMP's support

6. Old Business – Review Action Items

   Thomas Van Bruggen reviewed the open actions items:

   AI-2016-02: All teams must develop SMART Goals and team rosters by September 1, 2015
   AI-2016-03: All members need to get into Dropbox and clean up their folders - CLOSED
   AI-2016-04: The Executive Team must start addressing policy development procedures
   AI-2016-05: Team chairs and leads must begin adding non-board members to their teams - CLOSED
   AI-2016-06: Host a LiDAR workshop by October 2015
   AI-2016-09: All board members to think about keynote options and email them to the Conference Team by October 2, 2015 - CLOSED

   Upon reviewing the open action items, Van Bruggen instructed Pete Schneider to close AI's 2016-03, 2016-05, and 2016-09

7. Team Reports
   7.1. Executive Team

   Thomas Van Bruggen informed the Board that the Executive Team met and discussed the upcoming LiDAR Workshop and set the agenda for the Board meeting. Van Bruggen finished by stating that the team held general discussion about the Wild Apricot database

   7.2. Conference Team

   Chad Collins reported that the team met on Tuesday 10/13. The team discussed establishing a conference theme. The team is also working on establishing tracks and a list of keynote options. The team asked the Board their opinion on whether it was worth it to pursue a track to obtain assessor credit. Collins finished by stating that they are starting to contact conference sponsors and are actively pursuing discussion with the State of Michigan about trying to host another User Group meeting at the conference.

   7.3. Communications Team

   Sarah Merz reported that the fall newsletter is at the printer and should be delivered the week of 10/19/15. Merz continued by stating that IMAGINs social media presence was going good.

   Thomas Van Bruggen noted that the website is up-to-date to include LiDAR Workshop

registration

Brodey Hill requested an action item:
AI-2016-10 All Board members shall search for articles that can be used in future newsletters.

7.4. Membership Team

Pete Schneider reported the team has met, although the meetings occur as part of the Executive Team meetings. He continued by stating that the team has finished its SMART goals.

7.5. Student Poster & Paper Competition

Andrew Giguere reported that the team is making contacts from their *Master Contacts* list. Giguere also shared that the information is being promoted on social media.

Thomas Van Bruggen asked about the response rate of professors.

7.6. Nominating & Governance

Bill Rowe performed a brief attendance review.

Thomas Van Bruggen stated that the Executive Team, in partnership with the Nominating & Governance Team will develop a policy or procedure documenting the steps taken before, during, and after a formal election.

8. LiDAR Workshop –November 4, 2015

Thomas Van Bruggen displayed and reviewed the flyer for the LiDAR Workshop and covered course material. Van Bruggen and Andrew Brenner openly discussed some of the material that will be presented by Quantum Spatial.

9. IMAGIN Database Review & Demonstration

Thomas Van Bruggen gave a demonstration of the newly purchased Wild Apricot database. Van Bruggen explained how events work, showed the LiDAR Workshop events page, and also showed some of its unique functionality.

A brief discussion was held regarding migration of our website to a Wild Apricot hosted template.

10. IMAGIN E-mail Communications Review

Due to time, the IMAGIN E-mail Communications Review has been tabled for a later date.

11. IMAGIN Policy Development

Thomas Van Bruggen noted that this was discussed formally during the Nominating and Governance Team update regarding the development of a policy on elections.

12. Closing Roundtable

The Board held general discussion regarding Gold vs. Silver vendor locations. Thomas Van Bruggen asked the opinion of Andrew Brenner (Gold Sponsor in 2015) and Chad Collins (Silver Sponsor in 2015) about their thoughts where vendors should be located.

Diane O'Connell asked about Higher Education licensing and how workshops would affect that

structure. O'Connell offered to host a workshop at Schoolcraft College but is unsure if the Higher Education license structure would be available to IMAGIN if they were to host a paid event.

13. Upcoming Meetings
    -November 4, 2015 9:00 am to 3:30 pm – LiDAR Workshop – Lansing Community College
    -November 13, 2015 9:00 am to 10:30 am–Teleconference
    -December 11, 2015 9:00 am to 10:30 am – Teleconference
14. Adjournment

    A motion to adjourn the October 16, 2015 face-to-face IMAGIN Board of Directors was heard by Lori Schultz and supported by Michael Woods. The meeting was adjourned at 12:12 pm.

Minutes respectfully submitted by Pete Schneider, Secretary - IMAGIN

IMAGIN, Inc.
416 S Cedar St
Suite C
Lansing, MI 48912

Profit & Loss [Last Year Analysis - Cash]

October 2014 through September 2015

10/6/15
10:28:07 AM

	This Year	Last Year	$ Difference	Difference
Income				
Contributions Income				
Jim Living Scholarship Fund	0.00	500.00	-500.00	(100.0%)
Educational Scholarship	2,246.00	578.00	1,668.00	288.6%
SPPC Sponsor	250.00	0.00	250.00	NA
Total Contributions Income	2,496.00	1,078.00	1,418.00	131.5%
Convention Revenue				
Exhibit Booth Sales	11,399.98	9,300.00	2,099.98	22.6%
Conference Social Activities	780.00	0.00	780.00	NA
Conference Registrations	37,135.00	23,415.00	13,720.00	58.6%
Non-Vendor Expo Sponsorships	2,050.00	1,300.00	750.00	57.7%
Total Convention Revenue	51,364.98	34,015.00	17,349.98	51.0%
Membership Dues				
Membership Dues	13,590.00	12,395.00	1,195.00	9.6%
Total Membership Dues	13,590.00	12,395.00	1,195.00	9.6%
Dividend Income	2.03	1.55	0.48	31.0%
Other Income	1.00	0.00	1.00	NA
Newsletter Advertisements	0.00	200.00	-200.00	(100.0%)
Educational Class Registration	10,045.00	0.00	10,045.00	NA
Total Income	77,499.01	47,689.55	29,809.46	62.5%
Expenses				
Credit Card Processing Fees	1,979.29	1,086.79	892.50	82.1%
Board Meetings				
Board Meeting Food Costs	111.31	253.71	-142.40	(56.1%)
Board Meeting Lodging Expenses	78.54	117.72	-39.18	(33.3%)
Non-Conference Facility Rental	0.00	132.50	-132.50	(100.0%)
Total Board Meetings	189.85	503.93	-314.08	(62.3%)
Team Expenses				
Communications Team - Printing	1,167.95	976.57	191.38	19.6%
Total Team Expenses	1,167.95	976.57	191.38	19.6%
Conference Expenses				
Conference Printing/Production	392.84	0.00	392.84	NA
Conference Supplies Misc.	46.68	0.00	46.68	NA
Member Recognition Expense	294.90	745.64	-450.74	(60.5%)
Annual Conference Costs	23,241.48	13,817.42	9,424.06	68.2%
Total Conference Expenses	23,975.90	14,563.06	9,412.84	64.6%
Educational Class Expense	8,837.00	0.00	8,837.00	NA
Licensing	20.00	0.00	20.00	NA
Postage & Delivery				
Postage	605.15	440.17	164.98	37.5%
Total Postage & Delivery	605.15	440.17	164.98	37.5%
Professional Fees				
Professional Fees	29,875.00	30,000.00	-125.00	(0.4%)
Total Professional Fees	29,875.00	30,000.00	-125.00	(0.4%)
Program Expense				
Jim Living Scholarship Award	0.00	500.00	-500.00	(100.0%)
SPPC	1,310.00	1,000.00	310.00	31.0%
Total Program Expense	1,310.00	1,500.00	-190.00	(12.7%)
Office Expense	0.00	60.34	-60.34	(100.0%)
Other Expenses	84.67	0.00	84.67	NA
Telephone				
Telephone - Conference Calls	0.00	60.00	-60.00	(100.0%)

IMAGIN, Inc.

Profit & Loss [Last Year Analysis - Cash]

October 2014 through September 2015

	This Year	Last Year	$ Difference	Difference
Total Telephone	0.00	60.00	-60.00	(100.0%)
Web Hosting	1,583.32	178.32	1,405.00	787.9%
Total Expenses	69,628.13	49,369.18	20,258.95	41.0%
Operating Profit	7,870.88	-1,679.63	9,550.51	568.6%
Other Expense				
Net Profit/(Loss)	7,870.88	-1,679.63	9,550.51	568.6%

Balance Sheet [Cash]

As of September 2015

10/6/15
10:26:17 AM

Assets
    Imagin Savings S1   2,231.52
    Educational Scholarship Fund   3,602.16
    Imagin Checking S4   7,941.07
Total Assets   13,774.75

Liabilities

Equity
    Temporary Unrestricted   2,630.00
    Retained Earnings   3,273.87
    Current Earnings   7,870.88
Total Equity   13,774.75

Total Liability & Equity   13,774.75

September 22, 2015

Mr. Everett Root, GISP
Office of Technology Partnerships
State of Michigan – DTMB
George W. Romney Bldg
111 South Capitol Ave
10th Floor
Lansing, MI 48933

Transmitted via E-Mail

Dear Mr. Root,

As the President of IMAGIN (Improving Michigan's Access to Geographic Information Networks), I would like to extend IMAGIN's support of the development of a State-Wide Orthoimagery and Geographic Data Exchange Program.

The creation of this program will enhance the efforts of the geospatial data communities at the local, county, regional, state, federal and even private levels.   It will also encourage the collaborative efforts toward effective data and application development across multiple agencies.

For many years the State of Michigan and geospatial professionals have been discussing ways to collaborate and share resources specific to the GIS (Geographic Information System) community. Many efforts have been attempted with varying levels of success, including the current MiSAIL imagery program. Past programs have progressed imagery acquisition for the state and participating organizations, however they have fallen short on achieving complete and consistent coverage for the entire State of Michigan. Additionally, there has been an increased call for state-wide cadastral (parcel) data, which is currently developed at either the county or local municipality level.   This cadastral data has traditionally been well protected by the data stewards under the Enhanced Assess to Public Records Act (Act 462 of 1996). The results of these past programs have always run into roadblocks because of funding.

The development of a State-Wide Orthoimagery and Geographic Data Exchange Program would provide enormous benefits to all geospatial professionals working with imagery and geospatial data in the state. This program, leveraging data exchange instead of monetary exchanges, would provide an efficient data exchange method where local municipalities and counties would be provided orthoimagery in exchange for spatial data that would benefit the business practices of the State.

On behalf of IMAGIN's Board of Directors and the IMAGIN membership, IMAGIN supports the development and creation of the State-Wide Orthoimagery and Geographic Data Exchange Program.

9/22/2015

Thomas Van Bruggen, IMAGIN President   Date