



# Maryland State Geographic Information Committee

A commitment to excellence in the development and coordination of geographic information technologies.

## MSGIC Spring Quarterly

April 23, 2014



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## Agenda:

- Financial Report
- By-laws
- TUgis
- MSS/MSGIC Joint Committee



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## Financial Report



### MSGIC TREASURY REPORT 2014 SPRING QUARTERLY MEETING Reporting Period January 6, 2014 to April 4, 2014

BEGINNING BALANCE (10/16/2013)		\$9,383.26
	<b>ALL INCOME</b>	
Donations	\$0.00	
Sponsorships and Memberships	\$2,677.11	
Paypal Fee Refund	\$0.00	
<b>TOTAL INCOME</b>		<b>\$2,677.11</b>
	<b>EXPENSES</b>	
Office Supplies – MSGIC Business cards	\$45.56	
TUgis Conference Expenses	\$1,432.34	
Coppin State – parking fee, Fall Quarterly	\$84.00	
Bank Fees	\$0.00	
PayPal Per Transaction Fees (2.9% to 2.2% \$0.30)	\$0.00	
PayPal Refund	\$10.00	
Dues refund (Over payment)	\$0.00	
<b>TOTAL EXPENSES</b>		<b>\$1,571.90</b>
	<b>Summary</b>	
<b>TOTAL INCOME</b>		<b>\$2,677.11</b>
<b>TOTAL EXPENSES</b>		<b>\$1,571.90</b>
<b>NET INCOME</b>		<b>\$1,105.21</b>
<b>ACCOUNT BALANCE</b>		<b>\$10,488.47</b>

Mark Helmken  
Chair

April 22, 2014  
Date



## By-laws Changes

- Recommended by MSGIC Executive Committee
- Better alignment with Non-profit status
- Voting
  - Amend wording defining organizational voting
- Annual Meeting
- Duties of Officers
- Data and Resources Subcommittee



## By-laws Recommendations

1. Deleted text in ~~strikethrough~~
2. New text in **bold**



## VOTING

### Article IV – Membership, Item N, Change second sentence [Approve dues.]

A membership dues structure may be created and/or revised and approved by the Executive Committee. It must be then approved by a ~~majority of voting~~ **plurality of votes** cast by MSGIC members and posted on the MSGIC website.



## *VOTING*

### Article V – Officers, Item A, Change first sentence

#### *[Election of officers.]*

The Officers of MSGIC shall be elected **by plurality of votes cast** from the membership.



## VOTING

Article VI – Organizational Structure, Item A. Executive Committee [Append to section.] (When can you conduct official business?)

**Executive Committee** – The Executive Committee shall include the Officers of MSGIC, the Chair of each subcommittee, and the Chair of each membership caucus. The Executive Committee shall discuss and address coordination issues and serve as an interface between MSGIC and all external entities.





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**In order to move and vote on official MSGIC business, a quorum of Executive Committee members must be present in real time. A quorum will consist of 50% of executive committee members plus one. All issues requiring a voting decision shall be affirmed with a majority vote of those present.**



## VOTING

### Article VII – Selection of Subcommittee/Caucus

Chairs, Item A [*Change first sentence, change vote to prior to October Business meeting.*]

Subcommittee/Caucus Chairs shall be members of MSGIC selected by a ~~majority~~ of the ~~subcommittee/caucus members voting~~. **plurality of subcommittee/caucus membership votes cast.** The vote shall be held prior to the MSGIC ~~meeting in July~~ **Annual Business meeting in October.**



## *VOTING*

### Article VIII. A.2 – Meetings

Special meetings may be called at the request of the MSGIC Chair or ~~the majority of the membership of~~ **MSGIC by 25% of the MSGIC membership as noted by petition.**



## VOTING

### Article IX – Amendments, Item A [Change first sentence.]

These By-laws and any amendments thereto providing for the governance of MSGIC may be adopted, altered, or repealed upon ~~a vote of the full MSGIC membership.~~ **an affirmative vote of 60% of the votes cast.**



*OFFICERS* – Elections, treasurer, annual business meeting, nominations

## Article V – Officers

A. The Officers of MSGIC shall be elected from the membership. They shall serve a one year term beginning immediately after their election, coincident with the ~~first quarterly MSGIC meeting of the fiscal year in July~~ annual meeting in October. A person may not hold more than one officer position. Officers shall include: (No change to remaining section)



*OFFICERS* – Elections, treasurer, annual business meeting, nominations

## Article V – Officers

B. Officers shall be elected to the positions of Secretary, **Treasurer** and Vice Chair by a majority of the voting MSGIC membership. In the following year, the Vice Chair shall succeed the Chair, and the Chair shall become the Past Chair. If the Chair steps down during his or her term, the Vice Chair shall assume the duties of the Chair, and the position of Vice Chair



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shall remain vacant until the next election. If the Secretary **or Treasurer** steps down during his or her term, the Executive Committee shall appoint a ~~Secretary~~ replacement ~~to serve the remainder of the term~~. If the Vice-Chair cannot succeed the Chair, then a Chair shall be elected to fill the vacancy in the same manner as the other officers. If the Past Chair is unable to service, that position will remain vacant.



*OFFICERS* – Elections, treasurer, annual business meeting, nominations

## Article V – Officers

D. Nomination for MSGIC officers shall be solicited by ~~June 1~~ **September 1**. Nominations shall be reviewed by the Executive committee and, with the consent of the nominee, be presented to the membership.

Nominees shall provide a brief background statement if directed by the Executive Committee.





## *ANNUAL MEETING*

### Article VIII – Meetings (annual meeting)

#### A. Full Committee

1. The full MSGIC membership shall meet quarterly (January, April, July and October). The meeting shall be held on the third Wednesday of the month unless a conflict arises with holiday schedules or other significant events.
2. **The October meeting will be the Annual business meeting to install new officers and**



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**conduct the business of the organization that is pertinent to the membership.**



## *RECORD KEEPING*

Article XI – Records and Asset Retention (*insert new Section B, move old section “B” to “C” and old “C” to “D”*)

A. During his or her tenure as an elected officer, the Secretary of MSGIC shall maintain a file of all Committee, Subcommittee, and Caucus records and publications, whether in electronic or other form. That file shall be forwarded to the next elected Secretary by the first quarterly meeting of the fiscal year in ~~July~~ **January**.



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**B. During his or her tenure as an elected officer, the Treasurer of MSGIC shall maintain a file of all relevant financial records and publications, whether in electronic or other form. That file shall be forwarded to the next elected treasurer by the first quarterly meeting of the fiscal year in January.**

**C. MSGIC shall post draft records and publications to the MSGIC website as necessary.**

**D. Upon dissolution of MSGIC, the remaining assets must**



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be used exclusively for exempt purposes, such as charitable, religious, educational, and/or scientific purposes.



## *SUBCOMMITTEE*

### Article IV.B.1 – Data and Resources Subcommittee

*(new description)*

Current:

“Data and Resource Subcommittee – The Data and Resource Subcommittee shall coordinate development of MSGIC-endorsed digital base maps and prioritize thematic map layer production. This group shall support ongoing database development and interoperability initiatives, and oversee the



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formation and implementation of GIS related standards and guidelines. Furthermore, this subcommittee will explore grant and partnership opportunities, and foster coordination and communication on GPS issues within Maryland.”

Replace with:

**“Data and Resource Subcommittee – The Data and Resource Subcommittee shall work as an advisory**



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**body to help promote the sharing of Geospatial related data, facilitate new standards and guidelines, and assist in coordination in Geospatial related activities that are occurring in the State of Maryland. This group will be an advocate in the creation and updating of spatially related products, data, services, and promote new technology to better serve all stakeholders. It will work with all other MSGIC subcommittees and caucuses to provide resources**





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**needed for accomplishing their mission.”**



## TUgis 2015

- Get the Word Out
- Provide Volunteers
- Provide Session Moderators
- Present 10 – 15 Minutes During Plenary
- Contribute to Breakfast Sponsorship
- MC and Support Social