



Maryland State Geographic Information Committee

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

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AECOM

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JMT Technology Group

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Cheryl Knott
BNIA-JFI

Education

Anthony Dowell
AECOM

Advocacy

Logan Hall
ESRGC

Outreach

Patrick Callahan
Prince George's County

MSGIC Executive Committee Meeting Agenda

Wednesday, January 8, 2020 10:00 AM – 12:00 PM

Conference Call Only

(Call info at the end of the agenda)

Attendees

Name	Present	Notes
Graham Twibell	On Call	
Julie Spangler	On Call	
Shawn Pickett	On Call	
Jen Chadwick-Moore	On Call	
Erik Hovland	On Call	
Sean Lynn	On Call	
Katy Maglio	On Call	
JB Churchill	On Call	
Mara Kaminowitz	On Call	
Niki Miller	On Call	
Allen Wainger	On Call	
Patrick McLoughlin	On Call	
Cheryl Knott	On Call	
Anthony Dowell	On Call	
Logan Hall	On Call	
Patrick Callahan	On Call	
Charlene Howard	On Call	
Julia Fisher	On Call	
Lynda Warthen	On Call	



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Bolded topics will require a vote.

1. Open Meeting & Announcements – Julie Spangler
 - Approval of Prior Meeting Minutes
 - **November 2019**
 - **December 2019**
 - Julie to send out as PDF for review after meeting
 - New Topics & Open/General Discussion
2. MSGIC Treasury Report - Jen Chadwick-Moore
 - Looking at putting together a fiscal report to provide a better outlook of our long term finances. Is this something that would be beneficial?
 - 2020 budget planning
 - Mail Chimp
 - Pat C. - A few months ago we went over out the 2000 email limit and had to pay. Pat put it on his credit card to allow us to use it. Tried to reset from a paid account to a free account, but looks like you cannot switch back.
 - 4 email lists in Mail Chimp
 - One for members that should match Membee (members)
 - Public Safety
 - Another working group meeting
 - Full “outreach” list
 - We will stick with Mail Chimp for another month
 - Membee
 - Annual subscription still pending update from Membee help desk for updating invoice address and name.
 - Survey Monkey
 - This has been paid for this month, but we are able to turn the subscription on or off by month.
 - MD Nonprofits
 - Annual payment of \$100 will be due soon
 - G Suite - Mara and Sean Lynn have been working on troubleshooting an issue with finalizing the setup. There is some sort of DNS setting issue that needs to be resolved. Sean Lynn is planning to put a trouble ticket in with G Suite.
3. MSGIC Business
 - Strategic Goals - Julie Spangler
 - No Updates
 - Website Working Group – Sean Lynn/Julie Spangler
 - Sean’s schedule did allow for a meeting in December
 - Our website is currently on one of Sean’s private servers, but hosting will be transferred to HostGator, but the domain will stay with TierraNet for the time being
 - Planning on an update our website front end circa August / September





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- SSL Certificate - On migration to the new hosting, we will be moving to https (secure)
 - Sean, Shawn, and Pat C. need to meet before making this transition to ensure the Membee widgets are updated
- Quarterly Meeting Updates—Niki Miller & Pat McLoughlin
 - Winter Meeting
 - Meeting on Jan 30th
 - Have confirmed presentations by Shawn Wampler and Robert
 - MSGIC is currently sponsoring breakfast, if anyone has any ideas for someone to sponsor let Niki know.
 - Let Julie/Niki know if you can't make it / encourage everyone to RSVP
 - Spring Meeting
 - Niki will contact Bud Gudmondson about reserving the Washington County Public Library
- Administrative
 - Membership in the Maryland Nonprofit Organization
 - Legal Services Update
 - Patty is still working on issues, but we haven't been invoiced for anything.
 - Julie will ask Patty about what we need to do regarding taxes for this year
 - Insurance Update
 - No Updates
 - By Law Review--Joe Agenbroad/Graham Twibell
 - Julie, Joe, and Graham have done comparisons with other by laws.
 - Graham - Currently compiling together everyone's comments and will present recommendations
 - Julie - We are missing a certain key number of sections that can largely come over as-is from the templates, but there are other places where we need to formalize / clarify our rules. This includes items like members holding multiple positions at the same time and voting on our spending / budgets. We also don't have a section for terms and definitions that will help clarify the language of our by laws.
- Membership Year & Invoicing Update -- Shawn Pickett
 - Membee Database Administration
 - We have a new organization that has signed up on Jan 3rd. Shawn has emailed the contact with a list of questions that need to get resolved before the invoice can resent.
 - Julia recommended we form a working group to come up with a proposal for next month's EC to resolve this issue. JB, Julia, and Shawn will meet to draft the proposal
- Tabled Topics; will follow up in time
 - Standard Operating Procedure Requirements – Julie Spangler



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- Authority for County Boundaries – TBD
 - MSGIC Scholarship Idea Update – Julie Spangler
 - Business Entity Data Working Group – Doug Adams
- 4. Caucuses & Subcommittees
 - Advocacy – Logan Hall
 - No Updates
 - Data and Resources Subcommittee – Cheryl Knott
 - Working Groups
 - Emergency Management/Public Safety Working Group - Peter Hanna & Shelby Roberson
 - Maryland Elevation Working Group – Erin Silva & Roger Barlow
 - No Updates
 - Geospatial Career Outreach Working Group – Mike Herzberger
 - Mike working on new Emerging Professional events, including one for TUGis
 - Hoping to have a brainstorming session at a happy hour to get feedback from members on improving EP events
 - Looking to do a joint event with MapTime Bmore
 - Anthony Dowell volunteered a location for the spring meeting
 - Maryland UAS Working Group – Jonathan Austin
 - Meeting in mid-December had low attendance, but had a of feedback
 - Looking to do quarterly webinars
 - Education Subcommittee & Education Caucus – Erik Hovland & Anthony Dowell
 - Before holidays had a meeting to discuss training for the year.
 - This included a cross-committee initiative with the Mike H for K-12 outreach. More details to follow.
 - Federal Updates – Roger Barlow
 - No Updates
 - Outreach Subcommittee – Patrick Callahan
 - Delmarva GIS conference - April 29th / April 30th
 - Registration will be pushed this month
 - Patc C. - \$650 for booth and 2 registrations, asked if we should get a booth?
 - Julie - What is the deadline for registration? Sean Lynn will follow-up on the exact date.
 - If you have any questions, send them to Julie and she will coordinate with Sean Lynn to get answers
 - We are considering a booth for the conference, but need to ensure we will get value from our attendance.
 - Private Caucus – Niki Miller
 - Excited about industry-focused presentation at next quarterly, no other updates
 - State Caucus – Julia F





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- No Updates
 - Regional Caucus – Erica
 - No Updates
 - Local Caucus – Katy & JB
 - Draft email to ask for input from local governments. Katy will be doing the story map.
 - Wondering if we have a more flushed out agenda? Julie will confirm with Niki and then send it out.
5. Maryland's Geospatial Conference Advisory Meeting – Julie Spangler
- Aryds, Julia, and Julie had a recent conference call to discuss the way ahead
 - Looking at shifting the way the subcommittees report information to the main committee
 - i. Julie/Graham, Julia, and Ardys will be meeting with subcommittees to consolidate updates
 - ii. Incorporating updates into regular committee meetings
 - Working towards getting training, sponsorships, etc. lined up
6. Next call is scheduled for February 12th. This is the same day as Esri Fed UC. Is everyone okay with moving to the 19th? No objections, Julie will move it and send out an update meeting invite.

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