

**Minutes of GISCorps Monthly Conference Call**  
**Wednesday January 8<sup>th</sup> at 3:00 PM Eastern time**  
**Call information: 1-800-944-8766 Code 28685**

**Attendees:** Mark, Shoreh, Ingrid, Kevin, Wendy

**1) Monthly Financial Report**

Shoreh has not received material from Ann – usually sent about this time of the month – will send it when received.

**2) Committee Reports**

- a) Website (Shoreh): DTS will be sending their proposal this week
- b) Partnerships (Shoreh): have emailed Peace Corps to follow up on pilot projects and haven't hear from them yet.
- c) Financial Resources (Mark): Jamie Tyson has researched several of the organizations on the potential funder list and sent Mark info including web links. Mark will review the material and prepare one or two letters to be sent.

**3-4) Deployment news and new projects**

Mark said he sent two emails to Juna concerning her projects but has not had a reply; he will try again. Kevin said he has not heard from iMMAP but will wait further before contacting them again.

**5) Criteria for sending certificates, GISP letters and T-shirts.**

Shoreh suggested that all three items would only be sent to volunteers who submit the online feedback. And the last item would only go to on-site volunteers. As in the past, HQ staff will take care of purchasing and sending T-shirts. Everyone agreed with the criteria and she will add it to the Standard operating Procedure Manual (SOPM).

**6) Revised Release Form**

Everyone agreed to revisit the revised form after the approval of Travel Reimbursement Procedure and finalization of Policies.

**7) GITA request for having GC's name appear as a sponsor for GITA conference**

Shoreh will work with Wendy on writing a response. All agreed that either they should include both URISA's or GISCorps' logo on their website or neither one should be placed on the site as a sponsor. Also, all agreed that we would not send anyone to the conference.

**8) Another new request: posting the Globe donation project link on our website**

Mark asked if there were criteria for what links we should add to our website. Shoreh said that there isn't and in the past we have dealt with the issue on a case by case basis. Everyone agreed that it would be fine to create a link to this project on the "Other Links" webpage. Shoreh will add the link and notify them.

## 9) Wells comments on changes to policy document

Though some of Ed's suggestions concerning improving wording were well-taken there was an agreement that we should not act on any of the suggestions at this time. Of particular concern was that some of the comments and suggestions, especially under section 6.6, seemed to assume that GC is a committee rather than a program of URISA. There was unanimous sentiment that the CC should communicate with the Board and remind them that GC is a program rather than a committee and has wider responsibilities and authority to develop its own policies. Mark will prepare a draft response concerning this issue.

## 10) Other business

ESRI UC and URISA Annual Conference: Shoreh asked that each CC member contacts volunteers for projects that they have been managing and ask that they send high resolution graphics and summary of their projects so we have material for both conferences. These files can be posted on the FTP site under "Projects" folder. She also said that the GC brochure needs to be updated for these conferences.

HQ Staff Reimbursement: Wendy said that she has calculated the hourly rate of \$40 for the staff that is assisting GC. Therefore, the total monthly fee amounts to \$280 based on the previously agreed 7 hours per week that was detailed in the job description. A motion was made by Shoreh to approve a monthly payment of \$280 to URISA. It was seconded by Kevin. Motion was approved unanimously. The payment will start immediately (January 2008) and the CC will review this payment on an annual basis.

**Approval of minutes:** Motion to approve the minutes by Ingrid, seconded by Shoreh, approved.

Meeting adjourned.