

May 18, 2004, 3:00 PM GISCorps Core Committee Seventh Conference Call

Participants: Shoreh Elhami, Ed Wells, Juna Papajorgji, Chris Dionne, and Wendy Francis

ITEM 1: Board's Approval of \$3,000 grant to GC and their approval to go forward with PR activities. (Martha)

Martha was unable to attend the meeting. However, Wendy confirmed the Board's approval of \$3,000 grant and said that the Board perceives this grant as "Seed Money". There was a question about returning this amount to URISA when and if GC receives enough donations. **Martha, would you please let us know if the Board expects that we return this grant?**

ITEM 2: Policies (final approval of General Policies and GC Code of Conduct).

It was decided that we need attorney's approval of privacy language, code of conduct and general policies, and other members' as well as the Board's approval of the contribution options. Upon Ed's suggestion it was decided to add the words [draft/work in progress] to the Code of Conduct for now, and to develop it further as we go along. Barb will follow up on this matter upon her return.

ITEM 3: Launching of web site

Juna and Shoreh reported that the service providers have been put in touch with the two host servers that they needed, one at Alachua County and the other at the University of Florida. Ed congratulated the site. He also was concerned with his black and white photo and therefore, he proposed that in November the committee takes a group photo! No one seemed to add any new comments on the site. It was decided that it would be mature to launch the site after URISA's Board Meeting June 2nd, which coincides with Juna's return from Italy and the June 7th was projected as the launch date.

Meanwhile, Wendy said that she will send an email to the Board members and will ask them to review the site (especially the code of conduct and contribution sections) and provide feedback to Shoreh (the email is already sent).

There was a brief discussion about what happens when a request for GIS services will come to GC. Juna and Shoreh said that as soon as a request comes, CC will look into the database and will find possible candidates and will then send an email to the partner agency and short listed volunteers and at that point, they contact each other. Ed asked if CC members would do any reference checks. The answer was no. Ed asked if we should put the following question to volunteers and partner agencies. Do the partner agencies prefer to be contacted directly by the volunteer or they prefer that GC put them in contact with the volunteer? He also asked if the reverse could be asked. Do the volunteers prefer to be contacted by the partner agency directly or prefer that GC put them in contact with the agency?

ITEM 4: PR related activities

A. The committee discussed the PR letter/email that Shoreh had sent out last week and suggested a few modifications. In general, everyone agreed that two emails needed to be sent out, one, to the volunteers and FOGC without a generic information block (very similar to the one sent last week), and another one with an introductory paragraph to everyone else (listed below).

The email to the volunteers and FOGC requests that volunteers visit the site and update their information and at the same time reconfirm their commitment. Everyone agreed that there was no need for issuing a "certificate of recognition. It was decided that the names of volunteers who do not revisit would be removed from the database. Additionally, it was decided to set a deadline in the email. Another positive aspect of reconfirmation is that the volunteer will declare her/his agreement with GC's code of conduct.

B. As it's mentioned above, a second email/letter including an introductory paragraph will be developed (Shoreh will email it to the committee). The recipients of this email/letter are:

- Universities (will obtain a listing of universities with active GIS programs)
- URISA list serve (over 15,000 emails) this list includes URISA chapters and industry leaders.
- Partner/sister agencies as UN, World Bank, VVA, ICMA. (Will obtain a list)
- GIS magazines/publications. Wendy said that she has a list of GIS contact persons and can take care of summarizing the letter and sending press releases to this group.

C. Promotional material for ESRI conference and the annual conference

Shoreh will look into cafepress.com and see what might be needed to setup a shop. Shoreh also said that for both conferences, she would take care of the business card (the card will only include the logo, URL, and CC's email address) and will send a copy to Wendy before she prints them.

Wendy said that for ESRI UC, URISA has a double booth for GIS Certification and GC. She asked if we could have a user group meeting. Shoreh will check with C.J. Cote to find out if they can get a room and show up on the program.

ITEM 5: Financial report (total of expenses and donations to-date).

- Any work-around (words from the Auditor) over the issue of using a term other than "donation" so governments can contribute to GC? (Barb/Wendy)

This item was postponed for the next meeting since Barb is still recovering. All CC members wished her well.

ITEM 6: New Items.

Juna introduced an opportunity that had come her way that had the potential to become a second pilot project. She had been approached from a very short of finances local municipality to prepare for them a web site that would also publish GIS Data. She thought there were 4 reasons why that project could be of interest to the GISCorps:

1. It would provide for help within US
2. It would provide for an example of volunteering without being physically on the project site
3. It would add on to the list of the accomplishments for this year
4. It would bring in more funds (the project requestor was willing to donate money to the GISCorps).

Ed had the following concerns, which he put them in form of 3 questions:

1. **Is this project in the scope of GC's mission?**
2. **Do we want the 2nd project to be in the US?**
3. **Are we competing with the private sector?**

Shoreh commented that helping a governmental entity could provide a strong base for other governmental entities to donate money and to embrace GISCorps' activities and she also saw the value of helping a US community. Ed proposed that the CC does not take any action on this until all of the members have a chance to give their input by answering the above questions.

The call was ended at 4:15 PM.

Next meeting Tuesday June 15, 2004 at 3:00 PM EST.