

Tuesday September 16, 2008 at 3:00 PM Eastern time
Call information: 1-800-944-8766 Code 28685

Attendees: Mark, Shoreh, Dianne, Wendy, Ingrid
Regrets:

Minutes

1) Approval of Minutes

Moved to adopt: Shoreh
Second: Ingrid

2) Monthly Financial Report

End of July 2008 Financial Report:

- Total expenses in July '08: \$6,481.37, YTD: \$15,051.98 since 2003: \$34,155.11.
- Total contributions in July '08: \$750.00, YTD: \$2,268.00; since 2003: \$67,514.76.
- Total balance as of end of July '08: \$33,359.65.

End of August 2008 Financial Report:

- Total expenses in August '08: \$353.99, YTD: \$15,405.97 since 2003: \$34,509.10.
- Total contributions in August '08: \$0.00, YTD: \$2,268.00; since 2003: \$67,514.76.
- Total balance as of end of August '08: \$33,005.66.

3) Committee Updates

- Website
 - Still trying to wrap up loose ends before mass email goes to volunteers to ensure they have an updated resume at hand when they update their information.
 - Part of current database on volunteer skills had not been loaded; this has been taken care of.
 - Backside of solution is different, so our 'user guide'/screen shots have yet to be prepared. It will be send to CC shortly and also presented to the Board at the conference.
 - Still have a Sept 29 target completion date for volunteer updates.

4) Deployment news (active and incoming missions)

- PRAD/FBR – Thailand
 - Second round of recruitment did not yield a willing candidate.
 - Back to square one.
 - Shoreh will contact PRAD/FBR with the news and start another round of recruitment.
- UNJLC – Haiti?
 - Nicholas pursuing logistics from UN side of things

- When volunteer request received, will need a conference call with him ASAP
- Peace Corps
 - provided additional info for another presentation
 - provided Tony with presentation material on who GISCorps is and some of our missions
- Ike
 - lots of emails back and forth about the potential need for volunteers, but no official request

5) Other business

1. Policy approval
 - Moved: Dianne
 - Second: Shoreh
2. URISA conference related activities
 - Meeting with the Board on Monday night – agenda
 - 5:30 on Monday Night
 - Exchange cell phone numbers so that we can let each other know if our travel plans.
 - Agenda for our meeting with the board should be done before the 19th so that Wendy can distribute with the Board packet. Wendy will look into AV so that we could do a slide show on activities and the web enhancements.
 - Tuesday
 - The posters we had on Exhibit at ESRI will be set up in the Map Gallery
 - Wendy to look into logistics of boards for posting
 - Wednesday presentation
 - Annual report to attendees at large – 20 minutes with 10 minutes for Q&A (Mark & Dianne will present)
 - Shoreh working on a presentation – use ESRI presentation as a base
 - Thursday award ceremony
 - so far three people have RSVP'ed (Tom, Heather, David)
 - Friday presentation
 - Ingrid, Tom & David – emergency response
 - Set a time for annual business meeting at the conference
 - Thursday at lunch (12:15 – 1:15). Eat lunch during meeting
 - Need agenda items by Oct 1
 - Elections (Shoreh will email Allen)
 - Need room number
3. Board report (due on 9/19)
 - will include revised Policy and Travel Guidelines
4. Volunteer Presentation Policy
 - How do we handle the situation when volunteers make presentation
 - Volunteers should contact CC prior to presentation

- Make slides available
 - modification to the form letter to the volunteer?
 - make changes to SOPM relative to this and the web site – 08/09 To-Do
5. Emergency Response sub committee
 - Scott Mardy?
 - wait for the outcomes of Ike
 - discuss at F2F
 6. Three questions to add to the “New Project” Form – Dianne to wordsmith:
 - Who is the end user of the data created by GISCorps volunteers and will you share this data with other humanitarian organizations?
 - How much of your budget is set aside for the tasks that you are seeking GISCorps’ help for?
 - Would you afford to perform these tasks (perhaps by hiring consultants) if GISCorps volunteers aren’t available?
 7. Load the updated Volunteer Release form on the website to reflect travel policy changes – already in place
 - review at F2F
 8. September newsletter
 - can’t make September 20th publication date
 - will work towards a newsletter post the URISA conference and highlight conference activities

7) Next meeting at the URISA Annual Conference

GISCorps Annual Meeting

Thursday, October 9, 12:15 – 1:15 PM

Room: Oakley (grab a lunch at the lobby Starbucks perhaps and come to the meeting)