

August 6, 1998

***Attendance –***

Mahendra Bansal – NRC  
John Beran – State Surveyor’s Office  
Jim Lacy – CALMIT  
Jim Merchant - CALMIT  
Larry Zink – State GIS Coordinator  
Jim Brown – State Surveyor’s Office  
Jim Langtry – Lancaster County Engineer’s Office  
Scott Richert – Lancaster County Assessor’s Office  
Ed Kelley – NDOR

***Purpose of meeting –***

Larry Zink brought the meeting to order, and clarified that the first hour would be devoted to continued discussion and organization for the Nebraska GIS/LIS Association, and the second hour would be used to address planning issues for the 1999 Nebraska GIS Symposium.

***Association meeting comments –***

Jim Lacy distributed a listing of user groups from several other states, which included information about web sites, membership fees, bylaws, and general comments about each group. He also distributed a copy of the California Geographic Information Association (CGIA) bylaws. After discussing the contents of the distributed materials, it was decided that Jim would do further research in the areas of member fees, benefits, and bylaws. Scott Richert will assist Jim in working on the bylaws.

Scott Richert distributed a sample draft of mission statements with two options, and several goals for consideration by the association. The first option was preferred, with some minor editing, and incorporation of some of the goals into a modified mission statement. In view of the suggested modifications, Scott will make appropriate changes, and resubmit the mission statement for further consideration.

Jim Brown discussed some of the concerns that may be involved in organizing an association, such as legal issues, non-profit status, and IRS forms. He will provide a copy of the Professional Surveyors Association of Nebraska (PSAN) non-profit bylaws to the association for their perusal.

Given the apparent lack of interest for volunteer participation and leadership in the association beyond the initial core group, as of this point in time, Larry Zink sought to reassess the degree of commitment to continue organizing a GIS/LIS group in Nebraska.

The resulting consensus was to continue the effort, and hope that interest and participation would increase as more information is made available to the GIS community in Nebraska.

This led to a discussion about the possibility of hosting or participating in other events prior to the 1999 symposium, as a way of generating more awareness of the association. Larry Zink noted that the GIS forums, scheduled for November 12, 1998 and March 11, 1999, could certainly be used to accommodate awareness sessions for the Nebraska GIS/LIS Association.

Several other options were identified as having the potential to promote interest in the association, including:

- possible first year complimentary membership to symposium attendees
- members receiving discount rates on GIS publications
- maintaining a web site/list server for association business

The association segment of the meeting concluded with Jim Langtry agreeing to serve as chairman for the Nebraska GIS/LIS Association.

### *Symposium meeting comments –*

As attention shifted to details of the 1999 Nebraska GIS Symposium, Jim Merchant provided information on a rough budget, which was based on a submittal that had been prepared for the Cornhusker Hotel. The total cost of the symposium was estimated to be around \$20,000, with provisions for a luncheon and a breakfast, but not an evening reception at this time. Also included in the budget were costs for speakers, travel, audiovisual, breaks, trinkets, etc.

Jim calculated that if 150 people were to register early at a cost of \$90, and 50 people paid a \$125 late fee, for a total of 200 registrants, then that would probably be the break-even point for the symposium.

Several cost-cutting measures, that might save the symposium some money, were discussed, including:

- Alternate audiovisual arrangements might reduce the cost at the Cornhusker.
- Dept. of Roads might be able to assist with the cost of printing materials.
- GIS Steering Committee could use funds generated from 1996 GIS event.
- Conservation and Survey Division might be able to absorb postage costs.
- PSAN would probably agree to help underwrite the cost of the symposium.

After noting several concerns about the ability to break-even on the symposium, it was agreed to continue planning for it, with the idea that other cost-cutting options might be explored as time progressed. Even the estimation of 200 people signing up may be a conservative one, and if that number is higher, then so much the better. Also, it is important to consider the overall benefits of having a statewide symposium, when factoring in the costs of such an event.

The opening of a checking account for the event was discussed, and Jim Brown and/or Jim Langtry will check with Larry Worrell to confirm who will be empowered to sign checks.

The next order of business, after deciding to press on, was to assign tasks for organizing the various segments of the symposium. The initial assignments are as follows:

- Local arrangements – Jim Merchant
- Registration – Jim Merchant
- Publicity – John Beran and Steve Cobb
- Program – Dennis Wilson
- Short Courses – Ed Kelley
- Exhibits – Jim Langtry and Scott Richert

Additional names mentioned as possible volunteers to help with planning the symposium included: Blaine Dinwiddie, Jeff Peake, Paul Yamamoto, Les Howard, Mele Koneya, Shane Buscher, Kelly Klenke, Nathan McCaleb, Lash Chaffin, and Rodrigo Cantarero.

Other people interested in helping with the symposium are certainly encouraged to do so. Every person who gets involved increases the probability of success for the 1999 Nebraska GIS Symposium.

After deciding on when and where to meet next, the meeting was adjourned.

#### ***Next meeting –***

The next meeting is scheduled for September 3, 1998 at 1:30 p.m. in the Conference Room of the State Surveyor's Office, located at 555 N. Cotner Blvd., Lower Level, in Lincoln.

#### ***Meeting minutes –***

Minutes taken by Ed Kelley, NDOR, with contributions from Scott Richert and Larry Zink.