

AGIC 2018 Conference Committee Meeting Notes
Thursday, November 16, 2017
10:00 am

In Attendance:
Darren Cabelka
Jami Dennis
Jenna Straface
Jennifer Psillas
John Danloe
Jon Doherty
Kevin Blake
Nicole Funicello
Robert Bush
Seth Franzman
Shawny Ekadis
Steve Whitney
Teresa Gregory
Troy Wiora
Vince Collins

Committee coordination and meeting operation:

- Who do we send committee meeting agendas and notes to for posting?
 - Send to Jenna

Action Items:

Steve – Look at scheduling the Dec. 2017 meeting for the 14th

Steve – Send out 2018 calendar invites, including GoToMeeting details

Jenna – Double-check on ASLD Room 215 reservations for 2018

Budget:

- The 2017 conference invoice from the venue has not been paid yet, and the meeting planners are tracking it down in State Lands. Ryan and Jenna are also working on it from their end.
- Is it possible to get a report listing each individual payment that was made to State Lands for the 2017 conference?
 - For 2017 revenue analysis, in that we have the final report from the meeting planners, and need to know what payments went directly to State Lands to get the full picture. The registration database shows **attendee** payments by check or transfer, but not any sponsor payments that were sent directly to State Lands.

Action Items:

Jenna – See if we can get detailed reports for 2017 payments made directly to ASLD

Venue coordination:

- WiFi upgrades are not included in the A/V upgrades
- Consider bringing in our own WiFi

Action items:

Steve – Contact the hotel regarding WiFi improvements

Website:

- We will continue to use Joomla, and Jami will administer
- Ask the meeting planners how the online payments went for 2017, and ensure that we can use them for 2018
- 2017 recap is on the site
- 2017 presentations are available for download
- Save the date for 2018 is there

Action Items:

Steve – Look at presentations that were not uploaded, and provide to Jami

Jami – Send Steve the list of presentations that are on the website for cross-checking against what were put on the presentation laptops

Steve – Contact the meeting planners regarding online payments

Agenda & speaker coordination:

- Potential 2018 keynote speakers –
 - Joseph Kerski, Esri - available
 - James Fee
 - Michael Dennis
 - Win Holden, AZ Highways (was keynote for GIS-T)

Action Items:

Robert – Get info on Win Holden

Exhibitor/sponsor participation:

- No discussion

Action Items:

Shea – Provide Jon with prospectus for next year's conference sponsorship

Shea – Include a question on the post-conference outreach regarding what they liked and what could be improved

Materials and mail-outs:

- Work on a save the date notice -> make it part of the announcement of wrap-up and presentations

Action Items:

Jami – Compose an announcement regarding the 2017 wrap-up, presentations available, and save the (tentative) date for 2018

Registration:

- No discussion

Action Items:

None

Maps & Apps Challenge:

- Open it up for submittals all year?
 - Would the website be available for this?
 - Include it as part of the registration?
 - Include it in all announcements
- Continue with hardcopy maps? -> Yes
- Extend early-bird pricing for those who submit something?
 - How would that work on the backend?

Action Items:

None

Awards:

- No discussion

Action items:

None

Printing:

- No discussion

Action items:

None

Computer labs:

- No discussion

Action items:

None

Conference program:

- No discussion

Action items:

None

T-shirts:

- No discussion

Action items:

None

Attendee Packet:

- No discussion

Action Items:

None

Social Events:

- No discussion

Action Items:

None

General:

- No discussion

Action Items:

Steve – Determine the breakeven point for the glasses and mugs

Steve – Look into shuttle options