KAMP Executive Board
Meeting Minutes

December 9, 2016 – 10:00 A.M. EST – Teleconference

Board Members in attendance: Lance Morris, Tom East, Meghan Dunn, Lane Hartman, Tim Fields, Adam Forseth, Andrew McKinney, Daniel Hendren.

Other Members in Attendance: Louis Hill, Michelle Bough, Angela Scott, Annemarie Cason, Mellissa Miracle

1. Treasurer Report
   a. Tom – Account balance review. The payment for the 501 (c)6 bill had been paid
   b. Scholarships Account Review. Scholarship was paid. Made a transfer of funds to scholarship account. People donated money to account.
   c. Motion to accept Finance Report. Tim Fields Motion – Adam Forseth Second

2. Committee Reports
   a. Membership Committee - Mellissa Miracle Student Memberships reviewed. Regular Memberships review. Corporate Membership Review. Tom stated that we will see fluctuation in membership over the next few months. Lance question. Have we put together a graph or chart about it? Tom – Anecdotally reports membership fluctuations.
   b. Angela – Budget Committee – KAMP Budget Wrap up. We were over budget but the board was aware. Lance asked if KAMP should move from a calendar year budget to some other format. Angela indicated for filing that annual budget should line up with that. Tom agrees but we should propose that to Tax company.
   c. Tom made motion to accept financial report minutes – Tim second

3. Progress on Tax Issues (501(c)6, non-profit, prep for 2014 filing)
   a. No update. It has been mailed out. Application has been submitted. Payment has been made for application fee. It was decided that Tom did not need board approval again because the entire board approved the process and the cost was relatively small. IRS may ask for more information. Lance asked about contract with Harrod & Associates and Tom said we have no long-term contractual obligations. Tom
recommended building a long term relationship. Lance recommended having a line item budget for tax accountant. Tom would like to have tax accountant come and speak at the leadership summit again. Tax return has been filed after two extensions. It was filed on time.

4. Conference Survey Results (so far)
   a. Take-aways –
      i. 90% were satisfied with the conference experience.
      ii. Registration was confusing.
      iii. Too many workshops.
      iv. Vendor review. Lance went around to the vendors at the social and asked them questions about the conference. Most said they were happy with this year’s setup. There was one vendor that was not happy and mentioned it to Lance.
      v. Clicker survey most people want the conference in Louisville next year.
   b. Possibility of sending out a pre-conference survey. Sending an email after leadership summit to membership. Multi-purpose.
      i. Reiterate that we reviewed conference,
      ii. update about the leadership summit.
      iii. Discuss goals for the 2017.
   c. Louis: Conference 2017
      i. Positive direction toward Louisville.
      ii. KAMPs 15th anniversary.
      iv. Offer something for those getting ready to sit for their GISP exam.
   d. Tom – Make the membership aware early on where the conference will be. Go ahead and announce. Pick a conference theme early. On conference calls, Meghan hosted the conference calls on her companies conferencing system. Budgeted for AT Conference but very expensive. Look at alternatives for conference calls that KAMP will pay for.

5. Cloud Storage Established for Conference Presentation Materials
   Space is set up for people who want to send their presentations. Curt said we should look into having the ability for presentations to be downloaded to a central point for members.

6. Leadership Summit
   a. Leadership summit plan. Becoming a controversial topic. Who, what, where, when, why. Centrally located meeting place. LTADD. Free space, setup for meeting. Two-part meeting. One full day. Followed up by a call sometime after to discuss action items and resolutions as need. Significant progress has been made. Make some accommodations for those travelling a far distance. Single day at the end of January (19 or 20) or (26 or 27). Tentatively planning for the 27th. Who needs to be there. New board, outgoing president, Committee Members as needed. All Committee Chairs were suggested.
7. **KAMP Merchandise** –
   a. Lance - The logo has been accepted. We are ready to go. Send out a letter to membership stating Store is open and a link to it with outline of how it will work. The profits will go to the scholarship fund. Annemarie, created a link to the new store. Currently password protected. Password is Store2016. Tom asked how we are receiving the money from these sales. Lance said he asked question of the vendor but has not received the answers yet. Lance said he will make the call today (12/9/2016). Annemarie will test the order by purchasing something after we receive the required information. How will we get the money from the company? We get a percentage of the sale. How they handle refunds. Treasurer needs to be aware of it. Lance will ask for all that in writing.

8. **Quarterly Meetings** –
   a. Winter quarterly meeting. Who will do that? February was proposed. Discussed the need of a quarterly meeting coordinator. Angela - Board members are the coordinators for quarterlies. Lance said we might want to take and use Demetrio’s idea to move it around. Eastern Kentucky was suggested. Annemarie asked to be included in that conversation for conference committee.

9. **New Action Items:**
   a. Next month we have a call on January 13th. Cancel that due to leadership summit.
   b. Lance suggested that all new officers download the constitution and by-laws from KAMP’s website and familiarize themselves with them.
   c. Angela asked for people to review the 2017 budget and bring it up at the leadership committee.
   d. Lance suggested a letter go out to the membership and out to KYGIS listserv, stating that they are partners for what is presented at the conference. We as an entire geospatial community are responsible for its success. More presenters, reach out to vendors, etc.

10. **Meeting adjourned**