

WGWA Board Meeting Minutes - Draft

Thursday July 3, 2008

Attendees: Joan Viney, Lee Trotta

Call to order 5:45 pm

Minutes from last meeting – May 5 – could not be approved due to lack of a quorum.

Treasurer's report and Membership report were skipped in the absence of Treasurer, but Joan read the April 30th report published in the newsletter. We had \$4,913.77 in checking and with investments the total is \$10,125.81.

Newsletter report was given by Joan Viney in Editor's absence. Nothing has been submitted yet and usual release date is August 15th. Lee and Joan will track progress. The last newsletter went out in June. The good news is that no snail mail recipients got returned.

Old Business

- Report from Paula on Field Trip Planning
In Paula's absence, Lee quoted from her recent email that the field stops are now determined, bus has been contracted, and the guidebook has been started. What is still needed quickly is the price and pick-up spot(s) so that advertisements can be placed. Lee will try calling her later tonight for an update.

New Business

- Took opinions on Membership Survey distribution
Both Joan and Lee are in favor of sending the Survey after minor tweaking. Troy Thompson emailed his input and it is copied as follows.
 1. This would be great information if we can get people to provide it. However, there is a lot we ask for. If you are like me, someone not real fond of long surveys, you would likely ignore or put off completing the survey until it is too late to return. We may want to consider ways to reduce what we are asking.
 2. Eliminate the white space on the first few pages by condensing things to reduce the number of pages so it does not look so long.
 3. Allow people to save their entries in the PDF form and return the form electronically. If people have to print and physically mail the form back, I'm afraid it will greatly reduce responses.
 4. In the middle of page 4 we ask two questions, but only provide a single comment box. The first question looks like it should have a multiple choice response.

5. Reword the question about Webinars on page 5 to say "If you attended the WGWA webinar..."
- Report from Communications Task Force (Joan Viney, Sharon Templeton, and Lee Trotta)
Lee expressed his pride in the accomplishments of the Task Force. Within a very short time they have placed a GIS reference page and a "new member invitation" on the website, produced a new group membership brochure for distribution to engineering companies, and prepared a membership survey. For details on these and other projects, see the report included in the Board Meeting announcement.

The next meeting date (probably in September) will be determined later via email.

Meeting adjourned at 6:10pm.