

**MINUTES**  
**SAGINAW AREA GIS AUTHORITY**  
**EXECUTIVE COMMITTEE MEETING**  
**September 14, 2005**  
**(9:00 a.m.)**

**THOMAS TOWNSHIP**  
**249 NORTH MILLER ROAD**  
**SAGINAW, MICHIGAN**

---

**Members Present:** Brian Kischnick, Chairman; Rob Grose, Vice-Chairman; Russ Taylor, Secretary; Ken Bayne, Member; Jeff Kloplic, Member; Jonathan Miller, Member; Jim Lehman, Member; Larry King, Member.

**Others Present:** Dan Hoffman, SAGA; Bill Jeruski, SAGA; Dan Sherman, City of Saginaw; Bridget Smith, Saginaw Township.

1. The meeting was called to order by Chairman Kischnick at 9:00 a.m.
  2. Roll Call was taken. A quorum was present
  3. Approval of Agenda:  
Motion by Grose, supported by Lehman, to approve the agenda with the additions of Election of Officers, Executive Committee Makeup, Legal Council Approval, Engineer Approval, Accountant Approval, Membership Status and Goals as additional agenda items. **Motion Carried.**
  4. **Approval of Minutes:**  
Motion by Grose, supported by King, to approve the Executive Committee minutes from the July 13, 2005 and September 8, 2005 meetings. **Motion Carried.**
  5. **Accounts Payable and Budget Review:**  
Motion by Grose, supported by King, to approve payments of \$10,000 to the City of Saginaw, \$75 to MSU Extension and \$92.99 to Dan Hoffman. **Motion Carried.**
- R. Grose suggested that it would be a good idea to pay the County before the end of the fiscal year. Motion by Lehman, supported by Grose, to direct the Treasurer to pay Saginaw County the amount owed prior to the end of the fiscal year. **Motion Carried.**
- R. Grose presented the budget that he prepared that will also be presented to the entire Board at the annual meeting. The proposed budget retained the charge to each community at \$1.00/parcel. It was also mentioned that we need to seek audit

proposals. Lehman will follow that up before the October meeting. Some further discussion occurred regarding the various budget items. Motion by Grose, supported by Lehman, to recommend that the proposed budget as presented be approved by the SAGA Board. **Motion Carried.**

**6. Annual Meeting:**

- a. Election of Officers: Motion by Bayne, supported by King, to recommend approval of the current slate of officers to the SAGA Board. **Motion Carried.**
- b. Executive Committee Makeup: Some discussion occurred regarding the makeup of the executive committee. It was generally felt that it should be brought up at the annual meeting for discussion.
- c. Legal Council Appointment: Motion by Grose, supported by Lehman, to recommend reappointing Dave Meyer as legal counsel for the SAGA to the SAGA Board. **Motion Carried.**
- d. Engineer Appointment: IT was agreed that the SAGA staff serve as the engineers for the Authority; therefore there was no need to appoint an engineer.
- e. Accountant Appointment: Motion by Bayne, supported by King, to recommend to the SAGA Board the appointment of Tina Fisher as accountant. **Motion Carried.**

**7. Staff Report:**

- a. **Orthophotography Update:** No further news reported. Hoffman is still waiting to hear on the progress. He expects to have something to report for the annual meeting.
- b. **Membership Update:** No new members.
- c. **ArcView Update:** The training is complete. D. Sherman and J. Kloplic provided some information on the amount of time spent on the training. The Committee also discussed the idea of a user forum and/or continued training. Kloplic thought that one individual in each community should be trained to teach others within the community. King suggested that an option might be to develop a video for training purposes. Bayne mentioned the possibility of using the resources of SVSU. It was agreed that a training plan should be developed.
- d. **Web Update:** D. Sherman provided some handouts that demonstrated the increased use of the website. In the first two months, there was a total of 3,215 sessions compared to the last two months of 23,519 sessions. The comments were all very positive.

**8. Adjournment:**

Motion by King, supported by Lehman, to adjourn the meeting at 10:12 a.m.  
**Motion Carried.**

**9. Next Regular Meeting – September 19, 2005 at 9:00 a.m. at MSU Extension.**

**10. Next Executive Meeting – October 12, 2005 at 9:00 a.m. at Tittabawassee  
Township Offices.**

*Minutes prepared by R. Taylor, Thomas Township.*