

MINUTES
SAGINAW AREA GIS AUTHORITY
EXECUTIVE COMMITTEE

June 2, 2008
(9:00 a.m.)

Thomas Township Offices
Executive Meeting Room
249 North Miller Road
Saginaw, MI 48609

Members Present: Russ Taylor, Secretary; Paul T. Moore, Treasurer; Rob Grose, Member; Ken Bayne, Member; John Malzahn, Member; Jeff Klopchic, Member; Jonathan Miller, Member.

Others Present: Dan Hoffman, GIS Authority; Bill Jeruski, GIS Authority.

1. Meeting was called to order by Vice Chair, R. Grose at 9:00 a.m.
2. Roll Call was taken. A quorum was present.
3. **Approval of Agenda:** Motion by **K. Bayne**, supported by **J. Miller**, to approve the agenda. **Motion Carried.**
4. **Approval of Minutes:** Motion made by **J. Malzahn**, supported by **P. Moore** to approve the Minutes of February 4, 2008 as presented. **Motion Carried.**
5. **Accounts Payable and Budget Review:**
Treasurer **P. Moore** presented the Treasurer's Report. P. Moore reported that there is currently \$185,233.37 in the money market account and \$1,697.05 in the checking account. Motion by **K. Bayne**, supported by **J. Miller**, to approve the Treasurers Report. **Motion Carried.**
6. **Quorum Rule Change:**
The committee discussed the recent problems with getting a quorum at the regular board meetings and the difficulty it creates for completing business. Some suggestions were made for changing the quorum requirements. It was decided that the staff will need to be more diligent with reminding and encouraging members to attend. If this does not work, then other alternatives will be considered.
7. **Dan Hoffman telecommuting once a week:**
D. Hoffman discussed the possibility of telecommuting on Friday each week, which would mean that he would stay home on that day and work from home. There was much discussion about this question. It was essentially settled that he would bring a written proposal to the committee to consider that addresses all of the questions and concerns raised at the meeting.

K. Bayne also asked if he would look into the possibility of increasing his monthly stipend to offset the cost of the additional gas.

8. Update on Mapping Tourism Properties for Annette Rummel/Saginaw Valley Convention & Visitors Bureau:

Just a quick update, Dan is waiting for a database from Annette before continuing with this project.

9. GIS Layer Update:

Zoning, tax map sets and floodplain maps are all up and working.

10. Regional and Tri-County Regional Trail Work:

Dan is continuing to work for East Central Planning, and has billed \$2,000 so far.

11. Discuss Parcel Access Request from State Center for Geographic Information:

Discussion took place; motion was made by **K. Bayne**, supported by **J. Malzahn** to deny the entire parcel data set, but to allow those sets of data that we do not sell. **Motion Carried.**

12. Saginaw County Emergency Operation Center:

GIS will now participate in responses to disasters or emergencies. Motion was made by **K. Bayne**, supported by **P. Moore** to support the relationship with the SCEOC. **Motion Carried.**

13. Other Business:

J. Miller stated that the amount estimated for 2008-2009 is \$162,376 for both the GIS Analyst and GIS Technician. This is accordance with the Professional Service Agreement with SAGA and Saginaw County that I provide a cost paid by the County for wages and fringes by July 1st for 12 months beginning October 1, 2008. If wages or benefits are less, these savings will be reflected in the last billing quarter of 2009.

14. Adjournment. Motion was made by **J. Malzahn**, supported by **K. Bayne** to adjourn the meeting at 9:47a.m. **Motion Carried.**

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- **Next Regular Meeting-July 21, 2008 at MSU Extension Office**
 - **Next Executive Meeting-July 7th, 2008 at the City of Saginaw GIS Office at 9:00 a.m.**

Prepared by: Russell Taylor, Secretary