

GISCorps Conference Call –December 21st, 2004, 3:00 PM

Present: Shoreh Elhami, Juna Papajorgji, Sanjiv Gandhi, Tom Conry, Chris Dionne

Action items: highlighted in yellow

1. Guest Speaker, Al Stevens of GSDI, partnership opportunities between GSDI and GC. Al was unable to attend the call due to a family emergency. He said later on that he has a conflict with the January 18th meeting but that he should be able to make it to the February meeting.
2. GC Registration and Policies
 - Response from the legal council and cost estimates: Chris stated that the trademark filing will take place after the attorney sends in the application. The filing fee is at \$670 and the approximate cost of the attorney's fees for this task is estimated at \$300. The process will take approximately 6 months.
 - Pro bono legal work (code of conduct, General policies, FAQ page, Release Form, and etc.): Juna stated that attorneys in Florida must perform up to 30 hours of pro bono work. She said that she will meet the pro bono lawyer after the holidays.
3. Volunteer related (Martha, Tom):
 - Responses to-date: As of December 21st, we had 87 volunteers. Shoreh mentioned that she browsed through all the applications and found that 6-7 of the applications do not have much information in them (just names and email addresses). **Shoreh will send those people an email and will invite them to re-submit.**
4. Communications & Outreach (Shoreh):
 - Emails to (Conference attendees, IRC, URISA Chapters). Shoreh, and Ed worked on all 3 emails and they were all sent out.
 - Appreciation letter for new volunteers. Shoreh, Ed, and Juna created a new letter which is now sent to the volunteers as soon as they fill out and submit the application.
 - **Shoreh and Ed will work on a PR piece for the partnership group (to be sent to partner agencies).**
5. Partnership (Juna):
 - Partner/Sister Agencies Database. Dhyam (our first GISCorps Ambassador in India) helped with the database. It now includes comprehensive information about more than 35 agencies. **Juna will send it out to the CC.**
6. Financial related activities (Chris)
 - Expenses and donations to-date. Chris emailed the financial report prior to the meeting. According to the report, our donations to date are at \$12,660, total expenses at \$2,448 resulting in a balance of \$10,212. She reported that there have been several donations coming in with the annual membership fees from individuals as well as companies (mostly under \$100. Orion Technology is the most recent donor (at \$500). The above donation doesn't reflect the latest donations.
 - Potential Donor Database. Shoreh asked what should be included in the database and Juna suggested that the database should both include a list of potential donors as well as a list of resources to obtain grants. **Sanjiv,**

Shoreh, and Barbara Frommell (one of our volunteers who has experience in grant writing) will start working on this project.

- Donor categories on the web. All members present agreed on the following donation categories:
 - i. Lesser than \$100
 - ii. \$100 - \$490
 - iii. \$500 - \$990
 - iv. \$1,000 - \$4,900
 - v. Over \$5,000

Juna will include the names of donors under each category without mentioning the exact amount of the donation.

7. Web Updates (Juna)

- Material from the conference (photos, minutes, various presentation material, donations), the Open source link (from Sara Yurman): Juna reported that she has now included photos from the conference on the "News" page, the minutes are placed on the site, all presentation material is now on the site, and also the Open Source material that came from Sara Yurman is now available from the "Information for Volunteer" page. Juna will also add a link for donations on the left column after adding the donation categories.

8. Potential projects

- Afghanistan
 - i. Possibility to work with AIMS: Shoreh is hoping to go to Kabul in mid May and is working with AIMS on the details.
 - ii. K-12 CD and Internet based applications, obtaining data for the project (Juna & Shoreh), assistance from U. of Nebraska. Wansoo Im, one of the volunteers, has been working on a web based k-12 application (www.qismap.us/afghan) and Shoreh is seeking more data layers to be included on this web site as well as the CD product.
- Azerbaijan: Shoreh is working on including Baku as part of her trip to. The details are still unclear since there aren't too many flight options.
- Rwanda: Everyone agreed that this project has great potentials. We are expecting to hear back from them after the holidays.

9. Old items:

- GC's By-law. Martha and Ed had stated that they would be able to work on the by-laws after the new year starts. Will follow up with them at the January meeting.

10. New Items:

- Copyright. Members present decided that the material doesn't have to carry copy right on every page. Juna has included some verbiage on the web page (where all the material is stored at).
- Presenting at GSDI conference in Cairo. Juna stated that she might be able to go but she is not sure yet. However, before making a decision, she and Shoreh have already confirmed with Al Stevens from GSDI to have GSDI organize a meeting where Juna would give a presentation on the GC. Juna also stated that she would send the CC an email to seek everyone's feedback and to provide them with a cost estimate and possibilities of support.

- Juna has been tasked by the GISCI to head an international outreach committee for the GISCI. Before she writes up the work plan for that committee, she asked the CC members if they would have any objections to sharing resources with the GISCI committee and vice versa. Every one agreed that this was but a very beneficial thing to do and that GISCI would be a very good partner for GISCorps. Juna also mentioned that Scott Grams, has already added a GC link to the GISCI site, as soon as Juna asked him to.
- Juna has confirmed with Frank Chang (another volunteer) about working with her on writing two grants: one for the GSDI and one for the FGDC. The GSDI grant is for \$2,500 and FGDC for \$15,000, both for organization building activities. Juna has already contacted Alan Stevens and Leslie at FGDC, to investigate for the new 2005 cycle and the possibilities of GC getting the grant. While Alan was very responsive, Leslie has not answered yet. It was decided to try to contact her or other FGDC members again.

The meeting ended at 4:15 PM.

Next meeting Tuesday January 18th at 3:00 PM EST.