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

1. Policies: Code of Conduct, General Policies, Attorney's approval of language, registration.

Shoreh asked how we should deal with the completion of the Code of Conduct. Juna mentioned that the Draft stamp makes our work look un-done, Sanjiv proposed some language for the two sections that are missing text (for Donors and Partner Agencies), which he promised to write up and send it to Juna.

Chris reported that URISA headquarter is under re-organization due to the latest events and therefore it was decided to wait a while for the attorney's approval as well as GISCorps registration.

## 2. Web site launch, inclusion of discussion forum

Shoreh mentioned the difficulties with the web group emails on the admin side; Juna took over the task to look into it. Shoreh will send the introductory PR letter to the FOG and volunteers via her AOL account tonight. As for the universities, she reported that she has found a database of 430 universities with active GIS programs (240 of which are in the US). The group discussed various ways to get the PR letter to them and it was decided that Shoreh would copy the email addresses into a file and send each member 1/6 of the list and each of the CC members would then send the generic email to their own group. Wendy will also send the same letter to the 15k list of URISA. The link to GISCorps on URISA's site will be updated to reflect the new URL.

Everyone present agreed that discussion forum would be a great addition to the site and Juna said that she would send a sample forum (of their county's) to everyone for further review.

## 3. PR activities: ESRI conference, business cards

Shoreh reported that GISCorps has a time slot for August 11<sup>th</sup>, 12:15 – 1:15 at ESRI UC. The room number is 27 A/B and the meeting will be listed on the program as "GISCorps -- URISA's new Initiative". Wendy, Shoreh and Juna will go to San Diego.

All members present approved to pay \$5 a month to cafepress.com so we can have multiple items on the new GISCorps shop. It was also decided to add a few dollars to their base prices to generate some revenue. At Martha's last week suggestion, we will assemble and purchase a variety of GISCorps items and will send it to the HQ so the package could be sent to various conferences. There was a discussion on how to pay for these items. Everyone agreed that a part of received donations should be spent for this purpose since this is a great investment and it will pay for itself in a short period

of time. Shoreh asked everyone to check the cafepress.com site and email her back as to which items he or she are interested in and then she will go ahead and set them up.

4. Financial report, expenses and donations to date, workaround to replace 'donation'

Due to re-organization at the HQ, the financial report will be delivered at the next month's meeting. However, Chris mentioned that the Auditor had said that "Grant" or Seed Money" could be legitimately used in place of donations when governments want to donate. Discussion occurred to replace the notion of donation with the notion of "Seed money when money from government will be solicited.

Chris also mentioned that the HQ has received OWU's \$500 donation as well as Florida Chapter's \$750 donation.

Shoreh also mentioned that a vendor has offered her to use their free mileage and she said that she would discuss this with IRC (Gary Outlaw) to see if we can receive free mileage from other vendors.

Next meeting on Tuesday July 20, 2004 at 3:00 PM EST